The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

60

February 5, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTIONS

1. Authorize the Department of Environmental Services (NHDES) to make a **RETROACTIVE, UNENCUMBERED,** payment of an invoice in the amount of $3,134.73 to Straight Line Service Center (VC#365809 R001) Henniker, NH for the repair of department fleet vehicles. 100% other funds.

Funding is available in the account as follows:

	FY 2025
03-44-44-442010-3817-020-500235	$3,134.73
Dept Environmental Services, Dam Maintenance Program	

2. Authorize the Department of Environmental Services (NHDES) to make **RETROACTIVE, UNENCUMBERED,** payment of an invoice in the amount of $4,050.17 to Island Marine Service (VC# 153287 B001) Kittery, ME for the repair of department fleet vehicles. 100% Federal funds.

Funding is available in the following accounts in FY2025:

	FY 2025
03-44-44-442010-7602-020-500235	$4,050.17
Dept Environmental Services, Surface Water Quality PPG	

3. Authorize the Department of Environmental Services (NHDES) to make a **RETROACTIVE, UNENCUMBERED,** payment of two invoices totaling $652.53 to DRC Automotive (VC#260184 B001) Suncook, NH for the repair of department fleet vehicles. 72% Other funds & 28% General Funds.

Funding is available in the account as follows:

Account Title	Account # 03-44-44	Class Title	Amount
Administration-Support	440010-1002-020-500235	Current Expense	$344.31
CWSRF Loan Management	441018-4788-020-500235	Current Expense	$308.22
	Total		$652.53

EXPLANATION

This request is for **RETROACTIVE** payment to three vehicle repair shops for vehicle repair expenses which were incurred over the last few months that have put the department over the $10,000 G&C threshold. The Department of Administrative Services (DAS) recently informed NHDES that the longstanding interpretation of ADM 608.01, "Repairs to Motor Vehicle", conflicts with the Manual of Procedures (MOP). Adm 608.01 authorizes NHDES to repair a motor vehicle for amounts less than or equal to the $10,000 amount established by RSA 21-I:11, I(a)(3) without further approval. DAS notes that the cumulative vendor spend in MOP 150 section A.3 must be applied to all automotive repair transactions requiring Governor and Council approval for cumulative repairs that exceed $10,000 with a single vendor.

The department expects that this change will require G&C approval on a number of individual invoices, causing payment delays which will negatively impact small and local businesses and likely lead to refusal of services causing delays in repairs and downtime for NHDES vehicles. NHDES will be seeking a waiver from MOP 150 Section A.3 for repairs and maintenance of its fleet to continue the longstanding practice of using local automotive repair facilities to reduce downtime.

We respectfully request your approval of this item.

Robert R. Scott, Commissioner

COPY

STRAIGHT LINE
TRUCK, TRAILER, & RV SERVICE CENTER

STRAIGHT LINE SERVICE CENTER
88 STATE SHED RD UNIT C
P.O. BOX 2259
HENNIKER NH 03242
603-995-4410
STRAIGHTLINESC@OUTLOOK.COM

RECEIVED
JAN 27 2025
DES ACCOUNTING

INVOICE	W 2739
Date	~~02/29/2024~~ 7/1/24
Date Open	~~01/31/2024~~

Sold To 271-8443 603

NH DEPT OF ENVIRO SERVICES
29 HAZEN DR
P.O. BOX 95
CONCORD NH 03302 USA

Ship To :

Written By	Terms	Time	Customer Po #	Promised	Phone	Ship Via
JIM	CHG	16:04:33	2636			

Unit #	Plate #	Year	Make	Model	Mileage/Hrs	VIN	Engine
LOADER 263			CLARK	45CMC	0/2993.0	473c36708	

04400-JLC-62322503

Qty	Description	Price	Amount
	Complaint : INSTALL 6 NEW LED LIGHTS ON FRONT Cause : CUSTOMER REQUESTED WE REPLACE THE OLD BROKEN WORK LIGHTS WITH 6 NEWER LED LIGHTS Correction : REMOVED ALL THE OLD LIGHTS. INSTALLED THE NEW LIGHTS. HAD TO DRILL 6 NEW HOLES TO RUN THE WIRING AS THE OLD ONES RAN THEM THREW THE STUD. HAD TO MAKE A GROUND STUD NEXT TO EACH NEW LIGHT TO GIVE THE NEW LIGHTS THE PROPER GROUNDING. WIRED UP AND TESTED. ALL LIGHTS WORK.	140.00	737.34
6.000	AUM571.LD944WL14 LED WORK LAMP 4IN ROUND	68.56	411.38
12.00	GRO83-6025 STANDARD TIE BLACK 15IN 50LB	1.00	12.00
2.000	IMP40154 NUT 3/8 GR8	0.40	0.80
8.000	GRO84-3150 BUTT RED HEATSHRI	1.32	10.54
4.000	GRO842410 CONNECTOR #10 RING HEAT SHRINK	2.13	8.50
		SubTotal	1180.56
	Complaint : INSTALL NEW STROBE ON ROOF Cause : Correction :installed new yellow warning light on the roof.	140.00	210.00
1.000	AUM571.LD7AL36 LED WARNING LIGHT	107.14	107.14
2.000	GRO83-2414 HEAT SHRINK RING 16-14 GA 3/8	1.22	2.44

authorize the above repair work, including sublet work to be done along with necessary materials STRAIGHT LINE TRUCK may operate above listed vehicle for purposes of testing, inspection or delivery at my own risk An express Mechanic's Lien is acknowledged on above listed vehicle to secure the amount of repairs thereto STRAIGHT LINE TRUCK will not be held responsible for loss or damage to above listed vehicle, or articles left in above listed vehicle I acknowledge receipt of a copy hereof RETURNED ITEMS MAY BE SUBJECT TO A RESTOCKING FEE

Parts.....	1062.39
Labor.....	2047.34
Shop Supplie	25.00
Sub Total	3134.73
Sales Tax...	0.00

his invoice is due 30 DAYS following the invoice date. a late fee of 1.5% per month will be assessed on past due balances Thank You for keeping your 3

TOTAL

Continued

Authorized By _____

COPY

STRAIGHT LINE SERVICE CENTER
TRUCK, TRAILER, & RV SERVICE CENTER

STRAIGHT LINE SERVICE CENTER
88 STATE SHED RD UNIT C
P.O. BOX 2259
HENNIKER NH 03242
603-995-4410
STRAIGHTLINESC@OUTLOOK.COM

INVOICE	W 2739
Date	02/29/2024
Date Open	01/31/2024

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NH DEPT OF ENVIRO SERVICES
29 HAZEN DR
P.O. BOX 95
CONCORD NH 03302 USA

Ship To :

Written By	Terms	Time	Customer Po #	Promised	Phone	Ship Via
JIM	CHG	16:04:33	2636			

Unit #	Plate #	Year	Make	Model	Mileage/Hrs	VIN	Engine
LOADER 268			CLARK	45CMC	0/2993.0	473c36708	

Qty	Description	Price	Amount
		SubTotal	319.58
	Complaint : FIX BACK UP ALARM Cause : back up alarm inop. Correction : checked for power and ground at the alarm. no power found. checked for power at the switch. has power going to the switch but no power come out. took switch plug apart. jumped. back up alarm worked. found plug to be dirty. cleaned. checked swith operation. passed the test. plugged back in and the back up alarm worked as it should.	140.00	420.00
		SubTotal	420.00
	Complaint : CHECK OVER MACHINE Cause : Correction :Checked over the loader for needed repair. found that the V-belts are falling apart, wheel seals are leaking. power wire is on the wrong side of the shut off switch and it is rubbing on the frame rail. pm service is needed.	140.00	140.00
		SubTotal	140.00
	PM SERVICE 28 QT DIESEL OIL AND FILTERS EXTRA. performed a pm service	260.00	260.00
1.000	WIX33122 FILTER FUEL	16.02	16.02
1.000	WIX33121 FILTER FUEL	17.55	17.55
1.000	WIX51970 FILTER OIL	35.88	35.88
1.000	REC36-244PMEXP COOLANT GREEN ALL SEASON	24.55	24.55
4.000	BR829495 BULK OIL 15W40 BULK OIL NAV PREMIUM PLUS OIL	16.73	66.93
3.000	PMFILDIS FILTER DISPOSAL	3.00	9.00
		SubTotal	429.93

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Authorized By _____

TOTAL

Continued

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DES ACCOUNTING

INVOICE	W 2739
Date	02/29/2024
Date Open	01/31/2024

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NH DEPT OF ENVIRO SERVICES
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P.O. BOX 95
CONCORD NH 03302 USA

Ship To :

Written By	Terms	Time	Customer Po #	Promised	Phone	Ship Via
JIM	CHG	16:04:33	2636			

Unit #	Plate #	Year	Make	Model	Mileage/Hrs	VIN	Engine
LOADER 263			CLARK	45CMC	0/2993.0	473c36708	

Qty	Description	Price	Amount
	Complaint : INSTALL NEW WIPER Cause : Correction :put new wiper blade on	140.00	14.00
1.000	TR 66-200 WIPER HD 20IN	18.71	18.71
		SubTotal	32.71
	Complaint : INSTALL AIR FILTERS Cause : Correction : installed new air filters	140.00	21.00
1.000	WIX 42520 FILTER AIR OUTER	103.65	103.65
1.000	WIX 42521 FILTER INNER AIR	61.05	61.05
		SubTotal	185.70
	Complaint : TRANSMISSION FLUID AND FILTER Cause : Correction :	140.00	
1.000	WIX 51474 FILTER TRANS	51.78	51.78
		SubTotal	51.78
	Complaint : INSTALL NEW BELT Cause : belts were very dry and falling apart. Correction : installed new belts. had to remove the fan to get the belts on and off. adjusted to spec. reinstalled the fan.	140.00	245.00
2.000	GAT 9360 BELT AUTOMOTIVE XL V-BELT	27.26	54.51
2.000	GAT 7430 BELT AUTOMOTIVE XL V-BELT	24.98	49.96
		SubTotal	349.47

authorize the above repair work, ... vehicle for purposes of testing, may ... amount of repairs ... to STRAIGHT ... vehicle I acknowledge receipt of a ...

TRUCK may operate above listed ... above listed vehicle to secure the ... le, or articles left in above listed ...

Parts.....	1062.39
Labor.....	2047.34
Shop Supplie	25.00
Sub Total	3134.73
Sales Tax...	0.00

This invoice is due 30 DAYS follow... ...ences. Thank You for keeping your a...

Vendor #: 365809 R001 PO #: _____
Contract #: _____ Ltr Code: ES134
Funding: 442010-3817-020-500235
Approved by: GMT 20250127
Site Code: CONEQUIP

ES-134, Inventory #2636

Authorized By _____

TOTAL 3134.73

Island Marine Service
32 Route 236
Kittery, ME 03904
+12074393810
islandmarine@islandmarineservicme.com

RECEIVED
JAN 02 2025
DES ACCOUNTING

Invoice

BILL TO
NHDES- ROYAL FLUSH
NH DES
PO BOX 95 (29 HAZEN DRIVE)
ATTN: JAKE REYNOLDS
W: 603-271-8803
CONCORD, NH 03302

SHIP TO
NHDES- ROYAL FLUSH
NAME: "ROYAL FLUSH"
MAKE: 2007 SILVERSHIP PUMPOUT
MODEL:
L.O.A.: 29'
NHDES 21

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
24-0613	12/30/2024	$4,050.17	12/30/2024	Due on receipt	

ENGINE(S) MAKE/MODEL	SERIAL # ENGINE 1-PORT	SERIAL # ENGINE 2-STBD
TWIN MERCURY 225 HP VERADO	2B416830	2B447154

QTY	ACTIVITY	DESCRIPTION	RATE	AMOUNT
29	(C) WINTER (TRAILERABLE)	TRAILERABLE OUTSIDE WINTER STORAGE (November 2024 through April 30, 2025) 29' @ $44.00 per foot = $1,276.00 Flat Rated	44.00	1,276.00
2	(6) ALL VERADO	WINTERIZE TWIN MERCURY 225 HP VERADO: Stabilized fuel system, ran engines to operating temperature and flush cooling systems with fresh water. Changed engine oil and filter on both, changed gear oil and refilled with synthetic oil on both, re-ran both engines on non-toxic antifreeze, cycling through cooling passages (propylene glycol based), Removed pencil coils and spark plugs, spray storage seal rust inhibitor into each cylinder and cranked engines over to distribute storage seal throughout combustion chamber, reinstalled spark plugs and pencil coils. Sprayed engine blocks and electrical with corrosion guard, removed propellers and greased prop shafts, reinstalled propellers and greased fittings (Flat Rated).	395.00	790.00
1	(4) FRESH WATER SYSTEM	WINTERIZED WATER SYSTEM: Flushed out all lines and pumps with non-toxic anti-freeze, winterized salt water washdown.	150.00	150.00T
		PUMP BILGE: Bilge drain is welded closed, pumped bilge and add 3 gallons of non-toxic antifreeze prior to shrinkwrapping- NO CHARGE		
4	(E) BATTERY	BATTERY STORAGE: Remove 2- 24 series and 2-27 series batteries and store for winter months (Flat Rated).	65.00	260.00
29	(B) 22' to 30'	SHRINK WRAP: Built frame and shrink wrap accordingly (Does not include removal/disposal) (Flat Rated): 29' @ $28.00 per foot = $812.00	28.00	812.00
2	WINTERIZING MATERIALS	Engine Winterizing Materials (Gear Oil, Storage Seal, Grease, Corrosion Guard, Non-Toxic Antifreeze and Fuel Stabilizer)	135.00	270.00T
2	PARTS	35-877769K01 Oil Filter	17.90	35.80T
16	PARTS	Mercury Verado 25W-40 Engine Oil	18.27	292.32T
4	PARTS	12-191833 Seal	1.40	5.60T
5	PARTS	Non-Toxic Antifreeze	10.69	53.45T

04400-JUC-143454

All invoices are DUE UPON RECEIPT 4% finance charge applies after 15 days

	Q	LABOR - $940.00		
	Z	PARTS - $657.17		
		STORAGE: $1,536.00		
		SHRINKWRAP: $812.00		
	SHIPPING	SHIPPING	30.00	30.00
	SHOP SUPPLIES	SHOP SUPPLIES	35.00	35.00
16	W	WASTE OIL DISPOSAL	2.50	40.00
	(A) COMPLETED WORK	Any questions or concerns on completed work reflected on this invoice needs to be brought to our attention within 15 days of invoice date or charges will be considered accepted by boater. Please call the main office with any questions..		

LIMITED WARRANTIES LABOR: All labor is warrantied for a period of 30 days unless otherwise specified. Warranty does not cover conditions resulting from misuse, negligence, accident or alteration. Product must be transported to & from our shop at owner's expense. Storage charges will be added on all items not picked up within 10 days after notice of completed services. Any items not picked up within 90 days from completion will be offered for public sale to cover repair cost & storage. PARTS: Only warranties on the products sold are those offered by the manufacturer. The seller expressly disclaims all warranties, either expressed or implied including any implied warranties of merchantability or fitness for a particular purpose to assume for it any liability in connection with the sale of said products. Buyer shall not be entitled to recover from the seller any consequential damages, damage to property, damages for loss of use, loss of time, loss of profit or income or incidental damages

SUBTOTAL	4,050.17
TAX (0)	0.00
TOTAL	4,050.17
BALANCE DUE	**$4,050.17**

APPROVED JD

ACCT# 7062
CLASS 20

153287 B001
7602 - 500235
1 DES21

All invoices are DUE UPON RECEIPT 4% finance charge applies after 15 days

DRC Automotive
(603) 485-7200
pemtex@aol.com
279 Pembroke St, Suncook, NH, USA, 03275

Invoice # 54417

Against Estimate#: 14955
Created: Dec 17, 2024
Invoiced: Dec 18, 2024

DES NH
(603) 419-9700
kelsey.marquez@des.nh.gov

2014 FORD FOCUS SE
VIN: 1FADP3K21**EL277930**
Mileage: 105797 miles
License Plate: ES5

Mount And Balance Tire — **Authorized**

Item	Name	Description	Price	Qty/Hrs	Amount
1	Standard Labor	Mount and Balance Tire	$25.00	2	$50.00
2	Uniroyal Tiger paw	215/55R16 Tiger paw Tire	$135.74	2	$271.48
3	Waste Disposal	tire disposal	$4.00	2	$8.00
			Amount: $321.48	Disc: $0.00 Fees: $8.00	Subtotal: $329.48

Thank you for your business. The work is complete and your payment is due upon pickup of the vehicle. Mechanics liens may be placed on vehicles until repairs are paid for in full. Please contact us promptly if you have any questions about anything we did.

Signature:

Service Amount	**$321.48**
Part	$0.00
Labor	$50.00
Tire	$271.48
Total Service Level Fee	
Waste Disposal	$8.00
Total RO Fees	
Shop supplies	$14.83
Subtotal	**$344.31**
Taxes (Exempt - 0%)	$0.00
Grand total	**$344.31**
Paid to date	**$0.00**
Remaining Balance	**$344.31**

PO #
Funding: 1002
Approved by: KM
I.D. #: ES5

RECEIVED
DEC 19 2024
DES ACCOUNTING

DRC Automotive
(603) 485-7200
pemtex@aol.com
279 Pembroke St, Suncook, NH, USA, 03275

Invoice # 54412

Against Estimate#: 14947
Created: Dec 16, 2024
Invoiced: Dec 17, 2024

DES NH
(603) 419-9700
kelsey.marquez@des.nh.gov

2020 TOYOTA RAV4 Hybrid LE
VIN: 2T3LWRFV8LW068999
Mileage: 27236 miles
License Plate: ES24

Mount And Balance Tire — **Authorized**

Item	Name	Description	Price	Qty/Hrs	Amount
1	Standard Labor	Mount and Balance Tire	$25.00	1	$25.00
2	LTX	225/65R17 Michelin primacy A/S Tire	$265.95	1	$265.95
3	Waste Disposal	tire disposal	$4.00	1	$4.00
			Amount: $290.95	Disc: $0.00 Fees: $4.00	Subtotal: $294.95

Thank you for your business. The work is complete and your payment is due upon pickup of the vehicle. Mechanics liens may be placed on vehicles until repairs are paid for in full. Please contact us promptly if you have any questions about anything we did.

Signature:

Service Amount	**$290.95**
Part	$0.00
Labor	$25.00
Tire	$265.95
Total Service Level Fee	
Waste Disposal	$4.00
Total RO Fees	
Shop supplies	$13.27
Subtotal	**$308.22**
Taxes (Exempt - 0%)	$0.00
Grand total	**$308.22**
Paid to date	**$0.00**
Remaining Balance	**$308.22**

PO # _____
Funding: 4788
Approved by: KM
I.D. # ES24

RECEIVED
DEC 19 2024
DES ACCOUNTING