



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street

Concord, New Hampshire 03301

[Office@das.nh.gov](mailto:Office@das.nh.gov)

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Charles M. Arlinghaus  
Commissioner

Catherine A. Keane  
Deputy Commissioner

Sheri L. Rockburn  
Assistant Commissioner

March 20, 2025

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

## REQUESTED ACTION

Authorize the Department of Administrative Services, Division of Plant and Property, Bureau of Court Facilities to make a one-time **retroactive** payment to the City of Concord (VC# 177376) for water and sewer services plus applicable late fees for the Supreme Court effective upon Governor and Council approval in the amount of \$1,406.81. **100% Transfers from Other Agency.**

Funding is available in account titled Administrative Services, Division of Plant and Property, Bureau of Court Facilities for Fiscal Year 2025 as follows:

01-14-14-141510-21440000 – Hazen Dr Judicial Branch Bldgs

Fiscal Year	Account	Class	Amount
2025	023-500291	Heat Electricity Water	\$1,406.81

## EXPLANATION

This request is **retroactive** due to a combination of factors. This invoice was issued during a transitional period in November 2022 when financial oversight of the Supreme and Probate Court were being transferred to Bureau of Court Facilities from Central Facilities. This resulted in the invoice being incorrectly delivered and missed. The City of Concord, upon reviewing their invoices, had found this to be unpaid.

The City of Concord now has the correct address for the delivery of invoices for the Bureau of Court Facilities to avoid missed payments going forward.

The Department of Administrative Services requests the approval of this **retroactive** payment for Invoice#74150 for water/sewer services of \$1,377.29 plus accrued late fee penalties of \$29.52 totaling the invoiced amount of \$1,406.81.

Respectfully Submitted,



Charles M. Arlinghaus  
Commissioner



City of Concord  
 General Services  
 311 N. State St  
 Concord NH 03301

**Utility Bill**  
 CUSTOMER COPY

Please keep this portion for your records.

CUSTOMER NAME	CUSTOMER NO.	PARCEL ID	SERVICE LOCATION
State of NH	70000881	10564	HAZEN DR

BILL NUMBER	BILL DATE	ACCOUNT #	ACCOUNT TYPE	DUE DATE
74150	10/30/2022	350584	Governmental / Institutional	11/30/2022

DESCRIPTION	METER NUMBER	READ CODE	PREVIOUS READ DATE	CURRENT READ DATE	PREVIOUS READING	CURRENT READING	USAGE	RATE	CHARGE AMOUNT
Water Consumption	48529428	E	09/15/2022	10/15/2022	3059	3214	155	2 Mtr	\$471.20
Fixed Monthly Water Charge			09/15/2022	10/15/2022					\$44.53
Sewer Consumption			09/15/2022	10/15/2022					\$770.35
Fixed Monthly Sewer Charge			09/15/2022	10/15/2022					\$69.21
Hydrant Fees			09/15/2022	10/15/2022					\$3.75
Hydrant Testing			09/15/2022	10/15/2022					\$8.58
Fire Line Charge			09/15/2022	10/15/2022					\$11.87

**CUSTOM MESSAGES**

THANK YOU FOR YOUR PAYMENT.

CONSUMPTION HISTORY	
CYCLE	USAGE
CURR	155
09/22	217
08/22	236
07/22	244
06/22	283
05/22	263
04/22	18
03/22	11
02/22	18
01/22	11
12/21	13
11/21	17
10/21	182

READ CODE KEY  
 A AMR  
 E Estimated  
 M Manual

Previous Balance	\$3,840.88
<b>Total Current Billing</b>	<b>\$1,377.29</b>
Adjustments	\$0.00
Less Payments Received	\$5,859.93
Penalties	\$29.52
<b>Total Amount Due</b>	<b>-\$622.24</b>

Total Current Billing \$1377.29  
 Penalties \$ 29.52  
 Total Due for invoice \$1406.81  
 74150

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



City of Concord  
 General Services  
 311 N. State St  
 Concord NH 03301

**Utility Bill**  
 REMIT PORTION

SERVICE LOCATION	BILL NUMBER	CUSTOMER #	ACCOUNT #	DUE DATE	TOTAL DUE
HAZEN DR	74150	70000881	350584	11/30/2022	(\$622.24)

State of NH  
 Bureau of Court Facilities  
 25 Capitol St Room 115  
 Concord, NH 03301  
 USA

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