



State of New Hampshire
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES
 DIVISION OF PARKS & RECREATION
 BUREAU OF TRAILS

172 Pembroke Road Concord, New Hampshire 03301
 Phone: 603-271-3254 Fax: 603-271-3553
 TDD Access: Relay NH 1-800-735-2964
 nhtrails.org



IA

JS

March 19, 2025

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

REQUESTED ACTION

Pursuant to MOP 1301,VI, D, authorize Department of Natural and Cultural Resources, Division of Parks and Recreation, Bureau of Trails to allow Craig Rennie, Chief for Bureau of Trails and Alexis Rudko, Deputy Chief for Bureau of Trails to travel outside of a 300-mile radius of the employee's office headquarters, by any mode other than economy class airfare on commercial airlines, in the amount of \$3,862 to Charlottetown, Prince Edward Island for the 57th International Snowmobile Congress (ISC) from June 11, 2025 to June 14, 2025 effective upon Governor and Executive Council approval. 100% Other Funds.

Funds are available in the following account for Fiscal Year 2025.

03-035-035-351510-34140000, <u>Trails Administration</u>	<u>FY 2025</u>
080-500713 – Out of State Travel Reimbursement	\$3,862

EXPLANATION

This request, upon approval, will permit two (2) Trails Bureau employees to carpool using a state vehicle to travel from Concord, NH to Charlottetown, Prince Edward Island (PEI). Flights in and out of Prince Edward Island are limited, with no direct flights from NH. The cost of a round-trip plane ticket from Manchester, NH to Charlottetown, PEI averages from \$800-\$900 depending on the departure time with an average travel time being over ten hours. Using a state vehicle, the fuel cost for travel is estimated at \$500 for the entire trip of 1,174 miles. Travelling to Charlottetown, PEI from Concord, NH by car will take approximately ten hours, which is the same estimated travel time by plane. In this instance, the cost to travel by vehicle does not exceed the cost of a round-trip plane ticket for an estimated cost savings of \$1,437.54.

Respectfully submitted,

(LSM)

Sarah L. Stewart

Sarah L. Stewart
 Commissioner

Form #A-24 (08/30/95)

REQUEST FOR AUTHORIZATION FOR TRAVEL

Date: 4/2/25

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Natural & Cultural Resources, Division of Parks & Recreation, Bureau of Trails requests permission for 2 employees or their designees to travel to Charlottetown, Prince Edward Island (Canada) for 4 days of out-of-state travel status from June 11, 2025 to June 14, 2025

Conference/Workshop/Seminar Title

57th International Snowmobile Congress (ISC)

Purpose of Travel

The purpose of this travel is to attend the 57th International Snowmobile Congress (ISC) that is being held in Charlottetown, Prince Edward Island from June 11-14. The draft agenda for this congress is attached. This congress also hosts the International Snowmobile Council meeting which includes trail managers from the US and Canada. The snowmobile industry and management always has changes and collaborating with other states helps the program here in NH run efficiently. Several presentations throughout the ISC will highlight different strategies on tackling trail related issues which will also be beneficial to trail management here in NH. Staff will use the Bureau's state vehicle and drive to PEI. Wex cards will be used for gas when in the US and possibly in Canada. If WEX cards are not usable in Canada, then personal cards will be used and requested for reimbursement after the Congress.

Attendees and their Titles

<u>1. Craig Rennie, Bureau of Trails Chief Administrator</u>	<u>5.</u>
<u>2. Alexis Rudko, Bureau of Trails Deputy Chief Administrator</u>	<u>6.</u>
<u>3.</u>	<u>7.</u>
<u>4.</u>	<u>8.</u>

Fiscal Information - Summary

<u>Account</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
500710	Common Carriers	\$ <u> </u>	Appropriation of Out-of-State Travel	\$ <u>9660.68</u>
500711	Per Diem in Lieu	\$ <u> </u>	Amount Expended to date	\$ <u>1983.89</u>
500712	Meals	\$ <u>1048</u>	Available Balance	\$ <u>7676.79</u>
500713	Hotel	\$ <u>1674</u>	Amount requested this authorization	\$ <u>3862</u>
500714	Mileage-Private Cars	\$ <u> </u>	Estimated Balance Available	\$ <u>3814.79</u>
500715	Operation State Car	\$ <u>500</u>		
500717	Miscellaneous	\$ <u> </u>	Appropriation Code	<u>03-035-035-351510-34140000-080-500713</u>
500719	Registration Fees	\$ <u>640</u>	Source of Funds	<u>100% Other (Transfers from Fish & Game)</u>
	Total	\$ <u>3862</u>		

Authorized Signature



Comparison of Air Travel vs. State Vehicle to Charlottetown, Prince Edward Island (Canada)

Air Travel		State Vehicle Travel from HQ	
Round Trip Airfare (10+ hrs) * 2 people	\$1,600.00	Gas costs using WEX card*	\$500.00
Airport Parking	\$60.00		
Travel Time (included to/from airport & Flight time)			
Staff time for Craig Rennie 12 hrs X \$81.49	\$977.88	Staff time for Craig Rennie 10 hrs X \$81.49	\$814.90
Staff time for Alexis Rudko 12 hrs X \$57.28	\$687.36	Staff time for Alexis Rudko 10 hrs X \$57.28	\$572.80
Total	\$3,325.24		\$1,887.70

Total Savings to State: \$1,437.54

*Explanation for Travel Costs: ~\$500 for gas using WEX card. Estimated by total miles for trip/miles per gallon*price per gallon (1174 miles/14 miles per gallon [average mpg for F-250 super duty]*~\$3 average per gallon cost for US = \$251) (Rounded to 500 as average gas price in New Brunswick is \$1.61/liter or ~\$6/gallon)

DRAFT Agenda ISC 2025

Wednesday, June 11th		
10:00am – 8:00pm	Trade show set up	Foyer
11:00am – 7:00pm	Registration	Coat Check Area
10:00am – 1:00pm	IASA Meeting	Cardigan
1:00pm – 3:00pm	ISC Planning Meeting	Ash
6:00pm – 10:00pm	Welcome Reception	Summerside +

Thursday, June 12th		
7:30am – 5:00pm	Registration	Coat Check
7:30am – 9:00am	Breakfast	Rustico/Tracadie
	Welcome	Rustico/Tracadie
	National Anthem	
	Presentation of the flags	
9:15am – 4:30pm	Groomer & Trade show	Foyer
9:15am – 4:30pm	Silent Auction	Malpeque
9:15am – Noon	ACSA Trail & Mountain Groups	Bedeque
9:15am – Noon	CCSO Executive Meeting	Hillsborough
9:15am – 4:30pm	IASA Meeting	Cardigan
9:15am – 4:30pm	ISMA Meeting	Harbourview
11:30am – 1:00pm	Lunch on your own	
Noon – 1:00pm	ISMC & ISTC Meeting	Birch
1:00pm – 4:30pm	ACSA Meeting	Bedeque
1:00pm – 4:30pm	CCSO Meeting	Hillsborough
2:00pm – 4:00pm	NEC Meeting	Cedar
4:30pm – 5:30pm	ACSA VIP Reception	Charlottetown
2:30pm – 2:45pm	Afternoon Break	Foyer
5:30pm	Offsite at Red Shores	
10:00pm	Hospitality Room	Oak

Friday, June 13th		
7:30am – 5:00pm	Registration	Coat Check
7:30am – 9:00am	Breakfast	Rustico/Tracadie
	ISMA – Jaret Smith	Rustico/Tracadie
	Sponsors	
	2026 Host	
9:15am – 4:30pm	Groomer & Trade show	Foyer
9:15am – 4:30pm	Silent Auction	Malpeque

9:15am – Noon	Iron Dog Meeting	Cedar
9:15am – Noon	CCSO Meeting	Hillsborough
9:15am – 11:30am	Breakout A	Aspen
9:15am – 11:30am	Breakout B	Elm
11:30am – 1:00pm	Lunch on your own	
Noon – 1:00pm	ISMC & ISTC Meeting	Birch
1:00pm – 2:15pm	Iron Dog Meeting	Cedar
1:00pm – 2:15pm	Breakout A	Aspen
1:00pm – 2:15pm	Breakout B	Elm
2:30pm – 2:45pm	Afternoon Break	Foyer
2:45pm – 4:00pm	Groomer Round Table	
5:00pm – 8:00pm	Groomer Reception	Summerside
6:00pm – 9:00pm	Iron Dog Banquet	Charlottetown
10:00pm	Hospitality Room – 2026 Host	Oak

Saturday, June 14th		
7:30am – 5:00pm	Registration	Coat Check
7:30am – 9:00am	Breakfast	Rustico/Tracadie
	Guest Speaker	Rustico/Tracadie
	Sponsors	
	Etc	
9:15am – Noon	Groomer & Trade show	Foyer
9:15am – 6:00pm	Silent Auction	Malpeque
9:15am – 11:30am	Iron Dog Meeting	Cedar
9:15am – 11:30am	CCSO Meeting	Hillsborough
9:15am – 11:30am	IASA Meeting	Cardigan
9:15am – 11:30am	ACSA Meeting	Bedeque
9:15am – 11:30am	NEC Meeting	Cedar
11:30am – 1:00pm	Lunch on your own	
Noon – 1:15pm	ISC Meeting	Ash
Noon – 1:15pm	ISMC & ISTC Meeting	Birch
1:00pm – 4:00pm	ISC Congress Wrap Up	Bedeque
2:30pm – 2:45pm	Afternoon Break	Foyer
5:00pm – 6:00pm	Happy Hour	Rustico/Tracadie
6:00pm – 10:00pm	Banquet, closing ceremony	Rustico/Tracadie
10:00pm	Hospitality Room	Oak

Best 9h 37m 2 days 12 days 9 days

Work (172 Pembroke Rd)

Delta Hotels Prince Edward, 18 Queen St

Add destination

Leave now Options

Send directions to your phone Copy link

via New Brunswick Route 1 E/NB-1 E 9 hr 37 min 587 miles
Best route
▲ This route has tolls.
▲ This route crosses a country/region border.
▲ Your destination is in a different time zone.
Details

via State Rte 9 E and New Brunswick Route 1 E/NB-1 E 10 hr 15 min 579 miles

via I-95 N and Trans-Canada Hwy/NB-2 E 9 hr 37 min 621 miles

Explore new places along this route
Add suggested stops

Portland Head Light 4.8 ★ (14 753)

Strawbery





Delta Hotels Prince Edward

Hotel Details 18 Queen Street, Charlottetown, Prince Edward Island C1A 4A1 Canada +19025662222 4.4 (995 reviews)

STAY DATES (3 NIGHTS)
Wed, Jun 11 → Sat, Jun 14

ROOMS & GUESTS
1 Room, 1 Guest

SPECIAL RATES
Group - PSNPSNA Use Points

Edit

Select a Room and Rate

You can request an accessible room when reviewing your reservation.

2 Room Types Available

Show with taxes and fees



Guest room, 2 Queen

[Room Details](#)

INTERNATIONAL SNOWMO 279 CAD Avg/Night
837 Total Per Room

[Rate Details](#)

Select



**Foreign Per Diem Rates In U.S. Dollars
DSSR 925**

**Country: CANADA
Publication Date: 03/01/2025**

Country Name	Post Name	Season Begin	Season End	Maximum Lodging Rate	M & IE Rate	Maximum Per Diem Rate	Footnote	Effective Date
CANADA	Calgary	01/01	12/31	418	162	580	N/A	01/01/2025
CANADA	Dartmouth	01/01	12/31	307	142	449	N/A	01/01/2025
CANADA	Edmonton	01/01	12/31	233	128	361	N/A	01/01/2025
CANADA	Fort McMurray, Alberta	01/01	12/31	168	115	283	N/A	01/01/2025
CANADA	Fredericton	01/01	12/31	169	106	275	N/A	01/01/2025
CANADA	Gander, Newfoundland	01/01	12/31	136	127	263	N/A	01/01/2025
CANADA	Goose Bay	01/01	12/31	149	102	251	N/A	01/01/2025
CANADA	Halifax	01/01	12/31	307	142	449	N/A	01/01/2025
CANADA	Kelowna	01/01	12/31	171	117	288	N/A	01/01/2025
CANADA	London, Ontario	01/01	12/31	194	116	310	N/A	01/01/2025
CANADA	Moncton	01/01	12/31	136	104	240	N/A	01/01/2025
CANADA	Montreal	01/01	12/31	255	149	404	View	01/01/2025
CANADA	NanOOSE Bay	01/01	12/31	95	87	182	N/A	01/01/2025
CANADA	Niagara Falls, Ontario	01/01	12/31	200	124	324	View	01/01/2025
CANADA	Other	01/01	12/31	161	116	277	N/A	01/01/2025
CANADA	Ottawa	01/01	12/31	269	124	393	N/A	01/01/2025
CANADA	Prince Edward Island	06/01	09/30	357	131	488	N/A	01/01/2025
CANADA	Prince Edward Island	10/01	05/31	207	116	323	N/A	01/01/2025
CANADA	Quebec	01/01	12/31	278	139	417	N/A	01/01/2025
CANADA	Regina, Saskatchewan	01/01	12/31	192	91	283	N/A	01/01/2008
CANADA	Richmond	01/01	12/31	191	113	304	N/A	01/01/2025



57th INTERNATIONAL SNOWMOBILE CONGRESS
 Delta Hotel
 18 Queen Street, Charlottetown, PEI C1A 4A1
 June 11-14, 2025
REGISTRATION FORM
(One form per person)



First Name: _____ Last Name: _____
 Organization/Business: _____
 Address: _____
 City: _____ State/Province: _____ Zip/Postal Code: _____
 Phone: _____ Email: _____
 Special Meal Requirements or Other Services: _____
 Is this your first ISC: Yes No Last ISC Attended: _____

REGISTRATION FEES

Full Congress Registration Includes: Wednesday welcome reception breakfast on Thursday, Friday and Saturday, all breaks, Thursday off-site event, Friday groomer reception, Saturday evening awards banquet, all educational breakout sessions.

NOTE: Congress registration fees are per person and include a \$10 contribution to the ISC.

One Day Registration Includes: breakfast, morning, and afternoon breakout sessions, breaks and either off-site, groomer reception or banquet depending on day chosen.

- Full Regular Congress Registration June 12, 2024 – July 1st, 2024 \$275.00
- Full Late Congress Registration July 1, 2024 – April 30, 2025 \$295.00
- Full Congress Registration fee after May 1, 2025 -- June 10, 2025 \$320.00
- On Site, Kids 12 and under and One Day Registrations \$175.00
 - Thursday, June 12, 2025 Friday, June 13, 2025 Saturday, June 14, 2025
- Extra Off-Site or Banquet Ticket before May 31, 2025 – **non-refundable** \$ 85.00
 - Off-Site Event Banquet Ticket

TOTAL REGISTRATION FEES (US Dollars)..... \$ _____

METHOD OF PAYMENT

Check:

Payable to: PEISA ISC 2025

Credit Card: (Additional charge of \$10 service fee to be applied)

Number _____

Expiry _____ / _____ CVC _____

Registration Cancellation Policy: 50% prior to 5/1/25; NO refunds after 5/1/25

Mail Registration/Payment to:

PEISA
 Po Box 277
 Winsloe, PEI
 C1B 1Z2

Or Email: admin@peisa.ca

Questions? Contact us: Dale Hickox - 902-629-5008