



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
25 Capitol Street
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

April 24, 2025

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court

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

REQUESTED ACTION

Pursuant to the provisions of RSA 9:16-a, authorize the Department of Administrative Services to transfer funds from the Sununu Youth Services Center Property (Manchester Property) account to the Lakes Region Facility in the amount of \$90,000 for utility budget shortages in the Lakes Region Facility for Fiscal Year (SFY) 2025. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. **Funding Source: 100% General Funds.**

01-014-014-141510-21380000 Lakes Region Facility

Class	Account	Class Description	FY25 Current Modified	Requested Amount	FY25 Adjusted Budget
		GENERAL FUNDS	308,527	90,000	398,527
		Total Revenue	\$308,527	\$90,000	\$398,527
022	500248	RENTS-LEASES OTHER THAN STA	1		1
023	500291	HEAT ELECTRICITY WATER	198,090	90,000	288,090
030	500300	EQUIPMENT NEW REPLAC.	2,601		2,601
039	500188	TELECOMMUNICATIONS	2,071		2,071
047	500240	OWN FORCES MAINT BUILD-GRN	11,723		11,723
048	500226	CONTRACTUAL MAINT BUILD-GRN	76,807		76,807
050	500109	PERSONAL SERVICE TEMP	-		-
060	500602	BENEFITS	4,001		4,001
070	500706	IN STATE TRAVEL REIMB.	1		1
103	500735	CONTRACTS FOR OP SERVICES	13,233		13,233
		Total Expense	\$308,527	\$90,000	\$398,527

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01-014-014-141510-43540000 Manchester Property

Class	Account	Class Description	FY25 Current Modified	Requested Amount	FY25 Adjusted Budget
		GENERAL FUNDS	665,301	(90,000)	575,301
		Total Revenue	\$665,301	(\$90,000)	\$575,301
020	500200	CURRENT EXPENSES	15,000		15,000
022	500248	RENTS-LEASES OTHER THAN STA	1		1
023	500291	HEAT ELECTRICITY WATER	353,989	(90,000)	263,989
030	500300	EQUIPMENT NEW REPLACEMENT	20,000		20,000
039	500188	TELECOMMUNICATIONS	2,071		2,071
047	500240	OWN FORCES MAINT BUILD-GRN	5,000		5,000
048	500226	CONTRACTUAL MAINT BUILD-GRN	155,600		155,600
050	500109	PERSONAL SERVICE TEMP	53,440		53,440
060	500602	BENEFITS	4,200		4,200
070	500706	IN STATE TRAVEL REIMBURSEME	1,000		1,000
103	500735	CONTRACTS FOR OP SERVICES	55,000		55,000
		Total Expense	\$665,301	(\$90,000)	\$575,301

EXPLANATION

The Department of Administrative Services (DAS) is requesting a transfer of \$90,000 from the Manchester Property account to the Lakes Region Facility property account due to greater than budgeted utility expenses for the property including electricity and water and sewer district expenses from the Winnepesaukee River Basin Program (WRBP). At the time DAS prepared the FY2025 budget it anticipated the sale of the Lakes Region Facility property and therefore budgeted minimal utility expenses in the account. Furthermore, when DAS prepared the FY2025 budget it anticipated the maintenance responsibilities for the Manchester Property would be transferred to DAS in FY2025 as indicated in HB49, Laws of 2023, and budgeted for those expenses accordingly. Due to the delay in the transfer of the Manchester Property to DAS there are available funds in the Manchester Property.

01-014-014-141510-21380000 Lakes Region Facility

Class 023 - 500291 Heat Electricity Water - \$90,000 is needed to due to higher than budgeted utility expenses including electricity and water and sewer district charges for the WRBP

01-014-014-141510-43540000 Manchester Property

Class 023 - 500291 Heat Electricity Water - \$90,000 is available because the Property has not been transferred to DAS due to a delay in the construction of the replacement youth development center facility.

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The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

- 1) *Does the transfer involve continuing programs or one-time projects?* While specific projects may differ each fiscal year, there is continued on-going maintenance needed at state-owned buildings including the Lakes Region Facility.
- 2) *Is this transfer required to maintain existing program level or will it increase the program level?* This transfer involves continuing programs.
- 3) *Cite any requirements which make this program mandatory.* In accordance with RSA 21-1: 12, 11, B, the Department of Administrative Services (DAS), Division of Plant and Property Management is responsible to "provide for the general maintenance of state-owned buildings and grounds, except as otherwise provided by law."
- 4) *Identify the source of the funds on all accounts listed on this transfer.* The source of funds for all accounts listed on this transfer is 100% General Funds.
- 5) *Will there be any effect on revenue if this transfer is approved or disapproved?* There will be no effect on revenue.
- 6) *Are funds expected to lapse if this transfer is not approved?* Yes, the funds will lapse if the transfer is not approved.
- 7) *Are personnel services involved?* No

I respectfully recommend approval of this item.

Respectfully submitted,



Charles M. Arlinghaus, Commissioner
Department of Administrative Service