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CSG



State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
CONCORD, N.H. 03305
(603) 271-2791

EDDIE EDWARDS
ASSISTANT COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

June 24, 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 Safety, Division of Motor Vehicles, to allow Program Specialist Lawrence Crowe 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 \$2,658.00 to travel to Harrisburg, PA to attend the 2025 State Motorcycle Safety Association's National Motorcycle Safety Training from September 8, 2025, to September 14, 2025. Effective upon Governor and Council approval. **100% Agency Income.**

Funds are available in the SFY 2026 operating budget.

02-23-23-233010-82000000 - Dept. of Safety — Motorcycle Rider Educ Prog
080-500715 — Out of State Travel

SFY 26
\$2,658.00

EXPLANATION

The purpose of this travel is to attend the 2023 State Motorcycle Safety Association's National Motorcycle Safety Training in Pennsylvania. The SMSA is the national organization of state governmental and private providers of motorcycle safety training. Representatives from over 35 states as well as federal governmental agencies such as the National Highway Traffic Safety Agency, National Transportation Safety Board and the American Association of Motor Vehicle Administrators will be in attendance. Motorcycle training provider Motorcycle Safety Foundation, whose curriculum the State of New Hampshire uses, will also be in attendance.

The State of New Hampshire is a voting member of the association. Motorcycle Rider Education Program State Coordinator Lawrence Crowe is an elected member of the Executive Committee of the association as the Eastern Region Representative.

Lawrence Crowe requests to travel by his own motorcycle to this conference. Any on-motorcycle training opportunities during the conference could be taken with the motorcycle on hand. Additionally, it is industry practice for those traveling to an event like this to travel by motorcycle. For example, when New Hampshire hosted this conference in 2022, riders arrived from around the country, including one from Alaska. Reimbursement for mileage will only be paid the difference between the mileage and the cost of an economy class airfare ticket.

Respectfully submitted,


Robert L. Quinn
Commissioner of Safety

From: Hughes, Morgan <Morgan.V.Hughes@governor.nh.gov>

Sent: Thursday, June 5, 2025 3:17 PM

To: Newbury, Amy <Amy.L.Newbury@DOS.NH.GOV>

Subject: Travel Approval

Hello Amy Newbury,

I am pleased to inform you that the Governor has approved the following employees to attend the travel detailed in your request as follows.

Event Name: State Motorcycle Safety Association

Location: Harrisburg, PA

Employee(s): Lawrence Crowe, TRNG AND DVLP SPECS-5 (Motorcycle Rider Training Coordinator

Best regards,

Morgan

Morgan Hughes

Director of Appointments and Liaison to the Executive Council

Office of Governor Kelly Ayotte

107 N. Main St.

Concord, NH 03301

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

REQUEST FOR AUTHORIZATION FOR TRAVEL

Date: May 23, 2025

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Safety requests permission
for 1 employees or their designees to travel to Harrisburg, PA
for 7 days of out-of-state travel status from September 8 to September 14.

Conference/Workshop/Seminar Title

State Motorcycle Safety Association 2025 National Motorcycle Training Summit

Purpose of Travel

The State Motorcycle Safety Association annual Training summit brings Motorcycle Safety Training leaders and providers together from all around the world to learn of trends and practices in motorcycle training and safety. The SMSA has members from all the various training curriculum providers being used currently from across the country. This is an opportunity to learn of developments outside of our training provider and network with peers from other states. MRT Coordinator Crowe is on the Executive Committee of this organization.

Attendees and their Titles

<u>1. Lawrence Crowe-</u>	<u>5.</u>
<u>2.</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>0.00</u>	Appropriation of Out-of-State Travel	\$ <u>2650.00</u>
500711	Per Diem in Lieu	\$ <u>416.00</u>	Amount Expended to date	\$ <u>0.00</u>
500712	Meals	\$ <u>0.00</u>	Available Balance	\$ <u>2650.00</u>
500713	Hotel	\$ <u>960.00</u>	Amount requested this authorization	\$ <u>2650.00</u>
500714	Mileage-Private Cars	\$ <u>832.00</u>	Estimated Balance Available	\$ <u>-8.00</u>
500715	Operation State Car	\$ <u>0.00</u>		
500717	Miscellaneous	\$	Appropriation Code	<u>02-23010-82000000-080</u>
500719	Registration Fees	\$ <u>450.00</u>	Source of Funds	<u>General but will be reimbursed by OHS Grant FFY2025</u>
	Total	\$ <u>2658.00</u>		

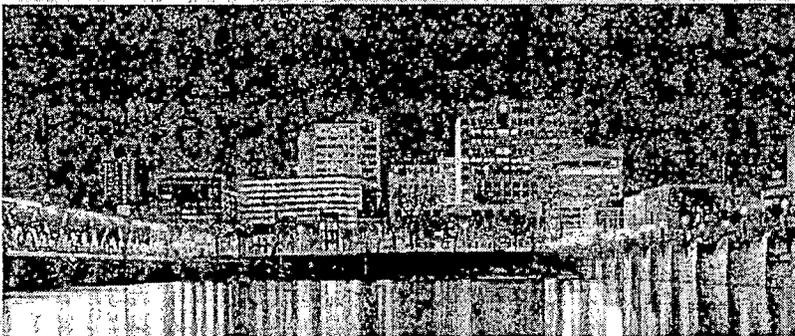
Authorized Signature

John C. Morano 6/12/25



**2025
NATIONAL MOTORCYCLE
TRAINING SUMMIT**

**One Team
Building a
Collaborative
Culture to Save
Lives**



**Training in Rider Education &
Administration**

**Sessions Related to
Motorcycle Safety**

**Networking with National
and State Leaders**

**Administrative Track
Instructor / Trainer Track
Professional Development
Workshops
General Sessions
Training Sessions
Breakout Sessions
Law Enforcement Sessions
Riding Activities**

**Join us for Professional
Enrichment and Networking
with Other Motorcyclists!**

**REGISTER NOW!
Early Bird Discount
Until July 31, 2025**

**For More Information
Visit
www.smsa.org**

**SHERATON HARRISBURG HERSHEY HOTEL
SEPTEMBER 10-13, 2025
HARRISBURG, PA**

SMSA National Training Summit



September 10-13, 2025
Sheraton Harrisburg Hershey Hotel
Harrisburg, PA

Sheraton Harrisburg Hershey Hotel
4650 Lindle Road
Harrisburg, PA 17111
Hotel Reservations Call:

EARLY REGISTRATION OPEN UNTIL JULY 31, 2025!

Name:			
Title:			
Spouse/Guest Name:			
Agency/Organization:			
Street Address			
City/State/Zip:			
Home/Cell Phone:			
Work Phone:			
Email:			
Membership Level:	State	Individual	Supporting
Dietary Restrictions:			
Spouse Dietary Restrictions:			
Please indicate your registration selections on Page 2			

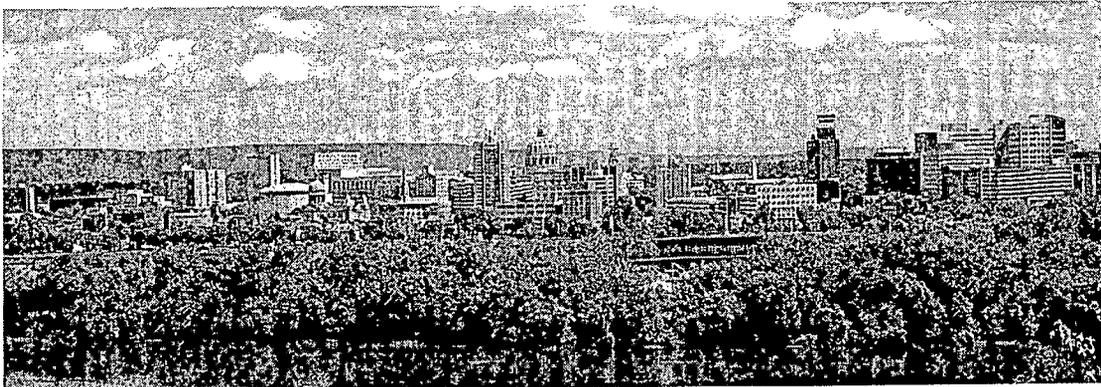
Summit Registrations must be received by August 31, 2025.
After August 31, 2025 all registrations must be processed on-site.

Make checks payable to: SMSA

1434 Trim Tree Road

Indiana, PA 15701

To Pay by Credit Card Call the SMSA Office at: 724-801-8075



Please check your registration selection(s) below

SMSA National Training Summit



September 10-13, 2025
Sheraton Harrisburg Hershey Hotel
 Harrisburg, PA

Registration Type	Early Registration Before 7/31/25		Registration 8/1/25 - 8/31/25		On-Site Registration After 8/31/25	
	Members / Federal	Non- Members	Members / Federal	Non- Members	Members / Federal	Non- Members
Summit Registration September 10-13, 2025	\$450	\$550	\$500	\$600	\$550	\$650
Summit Registration (1-day only) Wed Thurs Fri Sat	\$225	\$300	\$250	\$325	\$275	\$350
2 1/2 Days Exhibitor Only Registration (plus applicable booth fee – No Sessions/Events – Meals Only)	\$350	\$475	\$400	\$525	Not Available	Not Available
Spouse/Guest Registration – No Sessions, meal functions only	\$275	\$275	\$275	\$275	\$275	\$275
Join SMSA and save on your Summit Registration						
Silver Level Individual Member						\$25
Gold Level Individual Member						\$50
Total Registration Costs (including Membership fees if applicable)						\$

Please Indicate the Functions You Plan to Attend		
Professional Development Workshops – Pre-Registration Required – Space Limited (see agenda for details)		
Professional Development Workshop #1	Yes	No
Professional Development Workshop #2	Yes	No
2024 Members Annual Business Meeting Wednesday, September 10, 2025: 1:30 p.m. – 4:30 p.m.	Yes	No
SMSA Newcomers Meeting (for all new/first-time SMSA attendees) Thursday, September 11, 2025: 7:30 a.m. – 8:15 a.m.	Yes	No
Thursday Lunch (on-site)	Yes	No
Friday Lunch (on-site)	Yes	No
Saturday Lunch (on-site)	Yes	No