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State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street

Concord, New Hampshire 03301

(603) 271-3201 Office@das.nh.gov

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Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

October 27, 2025

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

REQUESTED ACTION

Pursuant to RSA 21-I:14, the Department of Administrative Services requests approval of an amendment to the Manual of Procedures (MOP), MOP 150 Section XVI to require the "Permissible Uses of Public Land" be added to the Governor and Executive Council (G&C) Agenda and the Requested Action and Explanation section of an Agency's Letter, effective upon approval by the Governor and Executive Council.

Amend the following provisions as follows:

- 1) Re-number current MOP XVI Other Sources and Information to XVII, with no changes as to title or content.
- 2) Re-purpose MOP 150 XVI to Permissible Uses of Public Land (and add the following sections)

XVI A. Acceptance of Funding. When agencies seek authorization to "accept and expend" federal or other funds, they shall include **a statement in the Requested Action specifically stating that hunting and fishing are or are not permissible uses on the land** that will be acquired or leased with the acceptance of such funds. Agencies shall include in the Explanation section further discussion as to both the allowable uses as well as any restrictions on the use of such land. Such as: In addition to hunting and fishing, hiking and snowmobiling *are* allowed on the land.

XVI B. Acquisition or Disposal of Land. When agencies seek authorization to acquire, sell, or grant access to land, conservation easements, right of way, etc. they shall include a statement in the Requested Action **specifically stating that hunting and fishing are or are not permissible uses on the land**. Agencies shall include in the Explanation section further discussion as to both the allowable uses as well as any restrictions on the use of

such land. Such as: In addition to hunting and fishing, hiking and snowshoeing *are* allowed on the land, however motorized vehicles *are not* allowed on the land.

XVI C. Examples of Permissible Use. The following should be considered and referenced, as to permissible uses, including but not limited to: hunting, fishing, trapping, wildlife viewing, hiking, snowshoeing, snowmobiling, ATV's, etc.

XVI D. Agenda. The G&C Agenda for any such item related to public lands, shall include what the permissible uses are or are not, as stated in the Requested Action.

EXPLANATION

In accordance with RSA 21-I:14, the Commissioner of Administrative Services, to the extent necessary, shall set forth standards, practices, procedures, etc. relative, but not limited to, Governor and Council actions. Upon request by a councilor, the Department is submitting this MOP change for consideration and approval by the Governor and Executive Council. This item adds a new section to the MOP 150 requiring agencies to state what the permissible uses are and are not allowed on public land.

If this new section is approved, the request also seeks the renumbering and reordering of the MOP, for sections listed after MOP XVI.

Respectfully submitted,



Charles M. Arlinghaus
Commissioner