



# State of New Hampshire

1A - 6/3/26

DEPARTMENT OF SAFETY  
JAMES H. HAYES BUILDING  
33 HAZEN DRIVE  
CONCORD, NEW HAMPSHIRE 03305  
603-271-2791



EDDIE EDWARDS  
ASSISTANT COMMISSIONER

ROBERT L. QUINN  
COMMISSIONER

STEVEN R. LAVOIE  
ASSISTANT COMMISSIONER

June 3, 2026

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

### REQUESTED ACTION

Pursuant to MOP 1301, VI, D, the Department of Safety, Division of Emergency Services and Communications, requests authorization to send Peter Boulton, Radio Communications Supervisor (49-1010 SUPS INSTL-RPR WKRS-5), over 300 miles one way in a DESC Radio Communications Maintenance state vehicle, to Phoenixville, Pennsylvania, to attend tower climbing certification training from June 16, 2026 through June 19, 2026, at a total cost of \$2,659.00, effective upon Governor and Council approval. **100% Agency Income (Enhanced 911 System Fund).**

Funding is available in account, BTOP/Broadband Communication, as follows:

	<u>FY2026</u>
02-23-23-236510-49660000,	
080-500712 Meals (Out-of-State)	\$ 280.00
080-500713 Hotel (Out-of-State)	\$ 510.00
080-500716 Operation State Car (Out of State)	\$ 150.00
080-500717 Miscellaneous (Out of State)	\$ 20.00
080-500719 Registration Fees (Out of State)	<u>\$1,699.00</u>
<b>Total</b>	<b>\$2,659.00</b>

### EXPLANATION

The Department of Safety, Division of Emergency Services and Communications (DESC), requests approval for one employee to travel outside a 300-mile radius in a DESC pool vehicle to attend tower climbing certification training at Comtrain Tower Climbing School in Phoenixville, Pennsylvania. This training is required to maintain the tower climbing instructor certification of Communications Supervisor Peter Boulton. DESC Communications Technicians routinely climb communications structures up to 500 feet in height to install, inspect, maintain, and repair communications infrastructure critical to statewide public safety operations, including law enforcement, fire services, emergency medical services, 911 communications, and emergency management operations.

Maintaining an in-house certified tower climbing instructor provides DESC with a cost-effective and operationally efficient method of ensuring Communications Technicians receive required recertification training every two years while maintaining compliance with applicable safety standards and operational requirements.

The round-trip distance from Concord, New Hampshire to Phoenixville, Pennsylvania is approximately 762 miles. The total cost for the four-day travel and training period is \$2,659.00, which includes lodging, meals, mileage, and registration fees. Travel by state vehicle is estimated to result in an approximate savings of \$700.00 compared to air travel (see Attachment A for cost comparison). The employee will not receive overtime compensation for travel time associated with this trip.

Respectfully submitted,



Robert L. Quinn  
Commissioner of Safety

Attachment A - Side-by-side Cost Comparison

Travel by Air		Travel by State Car		
Air Fare	\$ 600.00		State Car	\$ 150.00
Bulk Luggae	\$ 250.00		Luggage	\$ -
Meals	\$ 280.00		Meals	\$ 280.00
Hotel	\$ 510.00		Hotel	\$ 510.00
Misc.	\$ 20.00		Misc.	\$ 20.00
Reg. Fees	\$ 1,699.00		Reg. Fees	\$ 1,699.00
<b>Total</b>	<b>\$ 3,359.00</b>		<b>Total</b>	<b>\$ 2,659.00</b>

# REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: June 03, 2026

**TO THE HONORABLE GOVERNOR & COUNCIL:**

The Department of Safety, Div. of Emergency Services & Communications requests permission for 1 employees or their designees to travel to Phoenixville, Pennsylvania for 4 days of out-of-state travel status from June 16, 2026 to June 19, 2026.

### Conference/Workshop/Seminar Title

Comtrain Tower Climbing School

### Purpose of Travel

This travel is to attend tower climbing certification training at Comtrain Tower Climbing School in Phoenixville, Pennsylvania. This training is required to maintain the tower climbing instructor certification of Communications Supervisor Peter Boulton. DESC Communications Technicians routinely climb communications structures up to 500 feet in height to install, inspect, maintain, and repair communications infrastructure critical to statewide public safety operations, including law enforcement, fire services, emergency medical services, 911 communications, and emergency management operations.

### Attendees and their Titles

- |   |    |
|---|----|
| 1. Peter Boulton, Communications Supervisor | 5. |
| 2.  | 6. |
| 3.  | 7. |
| 4.  | 8. |

### Fiscal Information - Summary Fiscal Year

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$	Appropriation for Out-of-State Travel	\$ 3,001.00
0711	Per Diem in Lieu	\$ 0.00	Amount Expended to date	\$ 0.00
0712	Meals	\$ 280.00	Available Balance	\$ 3,001.00
0713	Hotel	\$ 510.00	Amount requested this authorization	\$ 2,659.00
0714	Mileage	\$ 0.00	Estimated Balance Available	\$ 342.00
0715	Operation State Car	\$ 150.00		
0717	Miscellaneous	\$ 20.00	Appropriation Code	10 - 023 4966 - 080
0719	Registration Fees	\$ 1,699.00	Source of Funds	100% Agency Income (Enhanced 911 fund)
	<b>Total</b>	<b>\$ 2,659.00</b>		

Authorized Signature \_\_\_\_\_

