



# New Hampshire Fish and Game Department

**FIS 21 156**

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Scott R. Mason  
Executive Director

May 26, 2021

The Honorable Ken Weyler, Chairman  
Fiscal Committee of the General Court  
State House  
Concord, New Hampshire 03301

His Excellency Governor Christopher T. Sununu  
And the Honorable Council  
State House  
Concord, New Hampshire 03301

## REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the New Hampshire Fish and Game Department (NHFGD), to accept and expend \$161,939 of American Rescue Plan (ARP) State and Local Fiscal Recovery Funds (FRF) from the Department of Environmental Services (DES), for the purpose of hiring a short term temporary full time staff member to provide assistance in Alteration of Terrain (AOT) permit application review, effective upon Fiscal Committee and Governor and Council approval for the period July 1, 2021 through June 30, 2023. **Funding Source: 100% Federal Fund Transfer from Other Agency.**
2. Pursuant to the provision of RSA 124:15, I, Positions Restricted, and subject to approval of item 1 above, authorize NHFGD to establish one, full-time temporary position using ARP FRF in support of the AOT permit application review process, effective upon Fiscal Committee and Governor and Council approval for the period July 1, 2021 through June 30, 2023. **100% Federal Fund Transfer from Other Agency.**

Funds are to be budgeted in FY2022 and FY2023 in the following account:

03-75-75-751520-24XX0000 NH Fish and Game Department  
ARPA Project Review

Class	Description	FY22 Requested Budget	FY23 Requested Budget
020-500200	CURRENT EXPENSES	1,500	1,500
030-500311	EQUIPMENT NEW REPLACEMENT	2,500	100
039-500191	TELECOMMUNICATIONS	325	325
059-500117	TEMP FULL TIME	48,672	53,492
060-500612	BENEFITS	25,309	27,816
070-500704	IN STATE TRAVEL REIMBURSEM	200	200
	<b>TOTAL EXPENSES</b>	<b>\$78,506</b>	<b>\$83,433</b>
00D 488544	FEDERAL FUNDS TRANSFER FROM OTHER AGENCY	\$78,506	\$83,433
	<b>TOTAL REVENUE</b>	<b>\$78,506</b>	<b>\$83,433</b>

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council

Pursuant to US Treasury 31 CFR Part 35, RIN 1505-AC77, the Coronavirus State Fiscal Recovery Fund established under the American Rescue Plan Act includes New Hampshire State funding for Water and Sewer Infrastructure Projects. Part of the process for Water and Sewer Infrastructure Projects requires review of alteration of terrain permit applications submitted to the DES by NHFGD for impact on protected wildlife. DES has requested administrative funds to support the increased administrative load this will create for NHFGD.

Funds are budgeted as follows:

**Class 030 – Equipment – Office equipment for staff**

**Class 059 – Temp Full Time – for one temporary full-time position requested above**

**Class 060 – Benefits – for the one temporary full-time position requested above**

**Class 070 – In State Travel Reimbursement – mileage incurred for work related activities**

1) *List of Personnel involved:*

One full-time temporary Biologist I

Position # 9T3101

2) *Nature, need and duration:*

The period of performance runs until December 31, 2024.

3) *Relationship to existing agency programs:*

The Department currently has a full time Biologist I position performing similar duties.

4) *Has similar program been requested of the Legislature and denied?* No

5) Why wasn't funding included in the agency's budget request?

It was not known that these funds would be available at the time the agency established its FY22/FY23 biennial budget.

The Honorable Ken Weyler, Chairman  
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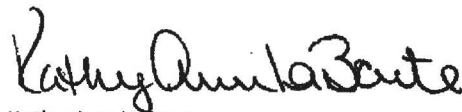
- 6) *Can portions of the grant funds be utilized for other purposes?*  
These funds can only be used for the purpose of the grant award.
- 7) *Estimate the funds required to continue these positions:*  
The plan is for this position to be funded half way through FY25, the estimated cost for years FY24 and FY25 is \$131,726.
- 8) *Geographic Area Served:*  
Statewide
- 9) *Sources of Funds:*  
American Rescue Plan State and Local Fiscal Recovery Funds

In the even that Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Scott R. Mason  
Executive Director



Kathy Ann LaBonte  
Chief, Business Division



*State Of New Hampshire*  
**DIVISION OF PERSONNEL**  
Department of Administrative Services  
54 Regional Drive, Suite 5  
Concord, New Hampshire 03301

**CHARLES M. ARLINGHAUS**  
Commissioner  
(603) 271-3201

**LORRIE A. RUDIS**  
Director of Personnel  
(603) 271-3261

5/26/2021

Trisha Gray – Human Resources Administrator  
Department of Fish and Game  
11 Hazen Drive  
Concord, NH 03301

Regarding: Request to establish a full time temporary Biologist I, pay schedule A000 – position # 9T3101

Dear Ms. Gray:

The Division of Personnel approves your request received on 5/24/2021 for the Department of Fish & Game to establish position # 9T3101 as a full-time temporary Biologist I, LG 21, pending approval of funding. This position is being approved to allow the Department of Fish & Game to build capacity in its Endangered Species and Environmental Review area.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Division of Personnel Operations Section at [CentralHRProcessing@nh.gov](mailto:CentralHRProcessing@nh.gov).

Sincerely,

Marianne Rechy  
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel