



STATE OF NEW HAMPSHIRE
 DEPARTMENT of NATURAL and CULTURAL RESOURCES
 DIVISION of PARKS and RECREATION
 172 Pembroke Road Concord, New Hampshire 03301
 Phone: (603) 271-3556 Fax: (603) 271-3553
 Web: www.nhstateparks.org

November 17, 2022

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

REQUESTED ACTION

In accordance with Administrative Rule Adm 611.08 (g), the Department of Natural and Cultural Resources, Division of Parks and Recreation respectfully requests permission to increase their fleet size by 5 vehicles effective upon Governor and Council approval.

EXPLANATION

Over the course of the last 5 years, the Division of Parks and Recreation (Division) has seen a significant growth in the use of its parks and facilities, i.e., campground visitation increased by 15% and day use visitation increased by 40%. In just 2022 alone, we've welcomed nearly 130,000 campers and over 1 million day use visitors to-date. This growth has compelled the Division to look at ways to improve its overall operational structure to better meet its increase in visitation. As part of its strategy for improvement, the Division has determined additional fleet vehicles are necessary for its positions and areas to better manage certain operational components within the State Park System itself. Below is a brief description of each position or area we are requesting a vehicle for, as well as the duties and responsibilities that need to be met.

- A Deputy Supervisor of Park Operations position within the Park Operations Bureau was added to support the increased demand and use of the statewide park system and for increased administrative oversight. The primary purpose of this position is administering agency objectives and overall operations of the State Parks within the Division of Parks and Recreation in conjunction with the Supervisor of Park Operations. The Deputy position requires use of a vehicle to carry out the duties and responsibilities as assigned, and the position serves to oversee overall operations in the absence of the Supervisor of Park Operations. Also, to meet public demand, scheduling often requires the Supervisor and Deputy Supervisor to be in multiple places at the same time.

For the purposes of this position, the Division has determined that a mid-size SUV would best fit its operational needs. An SUV will allow for secure and weatherproof transport of point-of-sale equipment, credit card terminals, retail inventory items, uniforms, routers, signage, etc. to be distributed throughout the Park System.

- The position of Waterfront Supervisor was added to oversee water safety and rescue operations at all New Hampshire State Park Beaches including the seacoast. There has been an increased demand for our State Park beaches and it has become vital to have this position to maintain the upmost safety for our guests and consistency in our approach. Having another vehicle specifically assigned to this position would allow the Waterfront Supervisor to travel between our more than 20 State Park beach locations as needed.

For the purposes of this position, the Division has determined that a ½ ton capacity extended cab pickup truck would best fit its operational needs. A pickup truck will allow the Waterfront Supervisor to tow

a trailer for a jet ski or boat, as well as, to transport water safety and rescue equipment throughout the different beach locations.

- The position of Assistant Central Region Supervisor (Assistant) helps to oversee all State Parks located in the central region of New Hampshire. The primary purpose of this position is to administer agency objectives and the overall operations of the State Parks within the Central Region in conjunction with the Central Region Supervisor. The Assistant position requires use of vehicle transportation to carry out the duties and responsibilities as assigned, as well as to oversee overall operations of Central Region Parks in the absence of the Central Region Supervisor. Also, to meet public demand, scheduling often requires the Central Region Supervisor and Assistant Central Region Supervisor to be in multiple places at the same time. Having another vehicle specifically assigned to this position would allow the Assistant to travel between our more than 20 Central Region State Parks as needed.

For the purposes of this position, the Division has determined that a ¾ ton capacity extended cab pickup truck would best fit its operational needs. A pickup truck will allow the Assistant to tow a trailer for a snowmobile or ATV/UTV, as well as, to transport equipment and supplies for distribution and use throughout the region.

- A vehicle to be used specifically for maintenance at the Connecticut Lake Headwaters Working Forest (CLHWF). The State holds a conservation easement on the 146,000 acre tract and owns and maintains 253 miles of roads that provide access to the property. The vehicle would be used to maintain roads, public access parking lots, trailheads, and for plowing during the winter months. The vehicle is already identified as part of the current recreation and road management plan for the CLHWF.

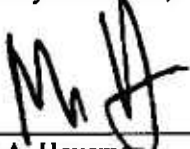
For the purposes of this area, the Division has determined that a ¾ ton capacity extended cab pickup truck with plow would best fit its operational needs. The tougher frame of a ¾ ton truck model is preferred as it will allow the Division to navigate the unique terrain within the CLHWF. This size truck model will also allow for the towing of a trailer for a snowmobile or ATV/UTV, if needed.

- The position of Non-Motorized Coordinator within the Bureau of Trails, funded by the Parks Division, was recently added to support non-motorized trail related management. The primary purpose of this position is to act as a liaison between non-motorized volunteers, friends groups, municipalities, non-profit organizations, outdoor recreation businesses, and state and federal agencies. This will require this person to be able to travel to and from job sites to assist with on-site trail maintenance, conduct trail related trainings, as well as, to attend meetings throughout the state with various non-motorized trail groups. The non-motorized coordinator position requires use of vehicle transportation to carry out the duties and responsibilities as assigned.

For the purposes of this position, the Division has determined that a ½ ton capacity extended cab pickup truck would best fit its operational needs. A pickup truck will allow for secure and weatherproof transport of meeting and training materials, trail work tools and equipment, signage, etc. to be distributed throughout the Trails System. This size truck model will also allow for the hauling of a snowmobile or ATV/UTV in the bed, if needed.

In total, the Division is requesting 5 new vehicles, i.e., 1 each SUV model, 2 each ½ ton extended cab pickup truck models, and 2 each ¾ ton extended cab pickup models. These vehicles are a necessity for these additional positions and the CLHWF area to fulfill the job requirements. Funding for the vehicles is available in the Service Parks account (#03-035-035-351510-37200000-030). Source of funds is 100% Other Funds (Agency Income).

Respectfully submitted,



Michael A. Housman
Supervisor of Park Operations

Concurred,



Sarah L. Stewart
Commissioner

(15M)



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street - Room 100
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

November 29, 2022

Attn:
Sarah L. Stewart
Commissioner
NH Department of Natural and Cultural Resources
172 Pembroke Road
Concord, NH 03301

SUBJECT: Response to Fleet Increase Request 11/17/22

Commissioner Stewart:

Please accept this as acknowledgement and receipt of your request to increase the NH Department of Natural and Cultural Resources Fleet size by five (5) motor vehicles prior to submission to the Governor and Executive Council for formal consideration.

It is the position of the DAS Division of Procurement and Support Services Fleet Management that the request is reasonably justified and compelling enough to merit consideration by the Governor and Executive Council in a near future meeting.

Thank you for your proactive request to involve us in your fleet review in support of statewide efforts to maintain fleet efficiency.

Respectfully submitted,

A handwritten signature in black ink that reads "Andrew Bennett" followed by a small circular mark.

Andrew Bennett
State Fleet Manager, DAS Division of Procurement and Support Services

A handwritten signature in black ink that reads "Gary B. Arpetta".

Gary B. Arpetta
Director, DAS Division of Procurement & Support Services