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88

STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
OFFICE OF THE COMMISSIONER
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27

September 14, 2022

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources (Department) to make a **Retroactive** one-time payment totaling $2,209.75 to Amy Swift for compensation of wages which were not paid in State Fiscal Years 2021 through 2022. Associated benefits totaling $490.11 have also been included for a total payment of $2,699.86, effective upon Governor and Council approval. 100% Agency Income.

Funds are available in FY 2023 as follows:

03-035-035-351510-37030000 Cannon Mountain

Class 10- Full Time Salaries		
03-35-351510-37030000-010-500100	Salary	$ 2,209.75
Class 60 – Benefits		
03-35-351510-37030000-060-500601	FICA Permanent	$ 137.00
03-35-351510-37030000-060-500604	Retirement	321.07
03-35-351510-37030000-060-500631	Medicare Coverage Permanent	32.04
	Benefits:	$ 490.11
	TOTAL:	**$ 2,699.86**

EXPLANATION

This request is **Retroactive** because this employee's evaluation was not conducted as it was inadvertently missed, in part due to the pandemic and scheduling conflicts while maintaining full operations of Cannon Mountain. In our review of Cannon Mountain staffing and operations, the discrepancy of the missed evaluation and wage error was discovered.

This request seeks to allow the Department to make whole, through the payment of owed back wages, this employee whose evaluation and increment were missed as a result of her missed evaluation.

Respectfully submitted,

Sarah Stewart

Sarah L. Stewart
Commissioner