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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

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

Bureau of Human Resources
April 25, 2023

REQUESTED ACTION

Authorize the New Hampshire Department of Transportation to **retroactively** pay Richard P Cote, Welder Mechanic I, an amount not to exceed $4,976.28 for compensation owed to him due to missed increment adjustments due on June 22, 2021, and June 22, 2022. 96% Highway Funds, 4% Transfer Funds.

Funds are available as follows:

04-096-096-960515-3005	FY 2023
Mechanical Services	
010-500100 Regular Personal Services	$ 3,824.85
018-500106 Overtime Pay	$ 82.12
019-500105 Regular Holiday Pay	$ 165.68
060-500601 Benefits (FICA)	$ 252.59
060-500631 Benefits (Medicare)	$ 59.07
060-500604 Benefits (NHRS)	$ 591.97
Total	$ 4,976.28

EXPLANATION

Mr. Cote received a promotion on June 18, 2021, moving him from Labor Grade 10, Step 5 to Labor Grade 15, Step 1. Mr. Cote was due an increment adjustment on June 22, 2021, to move him from Labor Grade 15, Step 1 to Labor Grade 15, Step 2. He would have then been due an increment adjustment on June 22, 2022, to move him from Labor Grade 15, Step 2 to Labor Grade 15, Step 3. Mr. Cote's increment date was not updated June 22, 2021, or June 22, 2022, resulting in him not receiving corresponding compensation adjustments.

It is respectfully requested that this item be accepted.

Sincerely,

William Cass

William Cass
Commissioner