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State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
OFFICE OF THE COMMISSIONER

172 Pembroke Road Concord, New Hampshire 03301
Phone: 603-271-2411 Fax: 603-271-2629
TDD Access: Relay NH 1-800-735-2964
dnrc.nh.gov



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June 7, 2024

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

REQUESTED ACTION

Pursuant to RSA 21-I:54, authorize the Department of Natural and Cultural Resources (Department) to **Retroactively** continue one full-time temporary 43-4050 CUSTOMER SVC REPS-3 (*formerly a Program Assistant II*), Position #8T3175, SOC 43, Pay Band 4, effective upon Governor and Council approval for the period June 9, 2024 through June 9, 2025. 100% Other Funds (Agency Income).

Funding is available in account, Service Parks, as follows:

	FY2024	FY2025
03-035-035-351510-37200000-050-500109 – Part Time Salaries	\$3,735	\$44,820
03-035-035-351510-37200000-060-500601 – Benefits	\$2,235	\$26,827
Total:	\$5,970	\$71,647

EXPLANATION

This request is **retroactive** because the Customer Svc Rep position #8T3175 ended June 9, 2024, and as a result of an administrative oversight, it was not included on the Governor and Council agenda for May 29, 2024.

This position performs diverse duties supporting Park Operations management staff with the agency's campground reservation program, point of sale system, season pass program, and online store fulfillment. Granting approval of this position extension will allow the Department to continue to provide critical customer service support. For this reason, we seek to continue employment of the position.

Respectfully submitted,

(SM)

Sarah L. Stewart
Commissioner