



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

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41



48

July 2, 2025

Her Excellency, Governor Kelly A. Ayotte  
and the Honorable 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 \$2,102.15 to Ms. Emily Bloom, 13-1190 MISC BUS OPS SPECS-4, from State Fiscal Year 2026 appropriations for compensation of wages which were not paid in State Fiscal Years 2024 through 2025 and associated benefits totaling \$431.32, for a total payment of \$2,554.11, effective upon Governor and Council approval. 100% General Funds.

Funds are available in FY 2026 as follows:

03-35-350010-34000000-010-500100	Personal Service Perm	\$ 2,102.15
03-35-350010-34000000-060-500601	FICA Permanent	\$ 130.33
03-35-350010-34000000-060-500604	Retirement	\$ 291.15
03-35-350010-34000000-060-500631	Medicare Coverage Permanent	\$ <u>30.48</u>
	<i>Benefits:</i>	\$ 451.96
	<b>TOTAL:</b>	<b>\$ 2,554.11</b>

**EXPLANATION**

This request is **Retroactive** as the result of this employee's evaluation not being submitted for processing; it was inadvertently missed. Process improvements have been established to assist supervisors and burau administrators to monitor and ensure timely submittal of evaluations.

This request seeks to allow the Department to make whole, through the payment of owed back wages relating to State Fiscal Years 2024 and 2025, this employee whose evaluation and increment were missed as a result of her missed evaluation.

Respectfully submitted,

SLM

Sarah L. Stewart  
Commissioner