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

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July 9, 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 \$4,095.93 to Mr. Gregory Keeler, 11-2030 PUBL RELATIONS MGRS-2, 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 \$880.62 for a total payment of \$4,976.56, effective upon Governor and Council approval. 100% Other Funds (State Parks Fund).

Funds are available in FY 2026 as follows:

03-35-353510-37010000-010-500100	Personal Service Perm	\$ 4,095.93
03-35-351510-37010000-060-500601	FICA Permanent	\$ 253.95
03-35-351510-37010000-060-500604	Retirement	\$ 567.29
03-35-351510-37010000-060-500631	Medicare Coverage Permanent	\$ 59.39
	<i>Benefits:</i>	\$ 880.63
	TOTAL:	\$ 4,976.56

EXPLANATION

This request is **Retroactive** as the result of this employee's evaluation not being conducted; it was inadvertently missed. Process improvements have been established within the division to assist directors and supervisors 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 because of his missed evaluation.

Respectfully submitted,

Sarah L. Stewart
Commissioner