



New Hampshire Department of  
**BUSINESS AND  
ECONOMIC AFFAIRS**

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November 12, 2025

Her Excellency, Governor Kelly A. Ayotte  
And Honorable Council  
State House  
Concord, New Hampshire 03301

### **REQUESTED ACTION**

Pursuant to RSA 94:3, the Department of Business and Economic Affairs requests the approval of a salary increment for Michelle Cruz, Director of Travel and Tourism Development, Position 9U497, in the amount of \$5,835, from the current annual salary of \$118,352 to a new annual salary of \$124,187 effective upon Governor and Council approval. 100% General Funds.

### **EXPLANATION**

RSA 94:3 "Yearly Service Increases" states in part: "upon the recommendation of the appointing authority, the holder of any position mentioned in 94:1 shall be entitled to an annual increase in salary amounting to 1/6 of the difference between the minimum and the maximum salary for said position but in no case shall the total salary exceed the maximum as herein established."

Ms. Cruz was appointed to her position December 2, 2024, and is eligible to advance to the step on the salary scale effective upon Governor and Council approval based upon her excellent performance and recommendation from the appointing authority. She is currently being paid at a labor grade GG, Step 6.

Respectfully submitted,

James Key-Wallace,  
Interim Commissioner

100 North Main Street, Suite 100  
Concord, New Hampshire 03301

603.271.2341

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