

16 - 10/21/26



The State of New Hampshire
Department of Transportation



David Rodrigue, P.E.
Commissioner

Susan M. Klasen, P.E.
Assistant Commissioner

Michelle L. Winters
Deputy Commissioner

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, NH 03301

Bureau of Human Resources
September 18, 2026

Requested Action

Authorize the New Hampshire Department of Transportation to **retroactively** pay Stacy M. Ware, 11-3070 Distribution Mgrs-3, Warehouse Supervisor, a one-time payment in the amount of \$1,375.67 for compensation owed to her due to a missed increment adjustment effective May 1, 2026 (FY 2026), effective upon Governor and Council approval. **92.4% Highway Funds and 7.6% Other Funds.**

Funds are available as follows:

04-096-096-960515-3005	FY 2027
Mechanical Services Bureau	
010-500100 Regular Personal Services	\$ 1,068.80
018-500106 Overtime Pay	\$ 72.65
060-500601 Benefits (FICA)	\$ 70.77
060-500631 Benefits (Medicare)	\$ 16.55
060-500604 Benefits (NHRS)	\$ 146.90
Total	\$ 1,375.67

Explanation

Miss Ware was due an increment adjustment on May 1, 2026, to move her from SOC 43 Band 4 Step 6 to SOC 11 Band 3 Step 1. Miss Ware's increment date was not updated resulting in her not receiving corresponding compensation adjustments. This request is retroactive as the employee is due pay from the point at which their increment was missed. This item seeks to make the necessary adjustments to make them whole.

Your approval of this resolution is respectfully requested.

Sincerely,

David M. Rodrigue, P.E.
Commissioner