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State of New Hampshire  
**Site Evaluation Committee**



Martin P. Honigberg, Esquire  
Chairman

Thomas S. Burack, Esquire  
Vice-Chair

<http://www.nhsec.nh.gov>  
21 South Fruit St., Suite 10  
Concord, New Hampshire  
03301-2429  
Telephone (603) 271-2437  
Fax (603) 271-4033

September 2, 2015

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Pursuant to RSA 94:6, the Public Utilities Commission respectfully requests authorization to establish an entrance salary of \$96,149.84, salary grade GG, Maximum, effective September 18, 2015, for Pamela Monroe as Site Evaluation Committee Administrator, position #9U9938. Funding: 100% Agency Income.

**EXPLANATION**

The unclassified position of Site Evaluation Committee Administrator was created by the New Hampshire Legislature in 2014 as part of SB 245. The primary function of the position is to ensure that Committee certification proceedings are conducted in accordance with the provisions of RSA Ch. 162-H and New Hampshire's administrative procedures act. In addition, the SEC administrator is responsible for monitoring the construction or operation of any energy facility granted a certificate by the SEC to ensure that the terms and conditions of the certificate are met and to work with potential applicants.

Ms. Monroe graduated from the Franklin Pierce Law Center in 1997 and joined the Department of Environmental Services in 1999. After serving in various capacities within the Office of the Commissioner and the Air Resources Division, in 2001, Ms. Monroe was promoted to Compliance Bureau Administrator for the Air Resources Division. In this position, Ms. Monroe has garnered experience particularly relevant to the SEC Administrator position. As Bureau Administrator, Ms. Monroe has been responsible for managing all enforcement, inspection and citizen complaint activities as they relate to facility compliance with emissions standards. She has testified as an expert witness on stationary source air pollution control issues and before the legislature on air emission standards. Ms. Monroe has drafted administrative rules, notice of decisions, and supervised the negotiation of compliance agreements and enforcement actions. Before joining the Department of Environmental Services in 1997, Ms. Monroe spent 10 years with M/A-COM Technology Solutions (headquartered in Lowell, Massachusetts) a developer and producer of radio, microwave, and millimeter wave semiconductor devices and components. Finally, Ms. Monroe's demeanor, communication skills and professionalism will be a significant asset to the Site Evaluation Committee as it reviews controversial siting projects.

Ms. Monroe possesses a unique combination of professional skill, technical expertise, and knowledge of administrative law. She is currently compensated as an Administrator IV, LG 33, Step 8 (\$92,313). Accordingly, it is appropriate to set Ms. Monroe's entrance salary at the step requested above.

Respectfully submitted,



Martin P. Honigberg  
Chairman  
Site Evaluation Committee

**PAMELA G. MONROE**

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**PROFESSIONAL EXPERIENCE**

NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES

1997-Present: Held positions of Program Specialist (Commissioner's Office); Stationary Source Planning Specialist (Air Resources Division); Stationary Source Planning Manager (Air Resources Division); and Compliance Bureau Administrator (Air Resources Division)

NEW HAMPSHIRE DEPARTMENT OF JUSTICE

1997: Legal Intern

NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES

1996: Legal Intern

M/A-COM, INC

1984-1994: Purchasing and Material Control Manager

**ADDITIONAL EXPERIENCE**

VERMONT LAW SCHOOL: Guest Lecturer

NEW HAMPSHIRE TECHNICAL INSTITUTE: Adjunct Faculty

UNH LAW: Student Director, Small Claims Mediation Program

UNH LAW: Teaching Assistant

**EDUCATION**

UNH LAW (FORMERLY FRANKLIN PIERCE LAW CENTER), CONCORD, NH

1997: Juris Doctor

WASHINGTON STATE UNIVERSITY, PULLMAN, WA

1984: BA, Political Science  
Minor, Sociology

**BAR MEMBERSHIP**

NEW HAMPSHIRE BAR ASSOCIATION

UNITED STATES DISTRICT COURT, DISTRICT OF NEW HAMPSHIRE