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New Hampshire Liquor Commission

50 Storrs Street, P.O. Box 503
Concord, N.H. 03302-0503
(603) 230-7026

Joseph W. Mollica
Chairman

Michael R. Milligan
Commissioner

April 24, 2013

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

Retroactive

REQUESTED ACTION

Pursuant to RSA 94:1-a Salaries Established and RSA 94:6, New Appointments, the Liquor Commission respectfully requests authorization to establish an entrance salary of \$81,656.00, salary Group GG, Step 3 for Mr. James Wilson, Director Division of Enforcement and Licensing (Position 9U572), appropriation #02-77-77-770512-7878-011, effective, retroactive, from April 26, 2013, upon Governor and Council approval. **Funding 100% Liquor Funds.**

EXPLANATION

The unclassified position of Director Division of Enforcement and Licensing for the Liquor Commission was created by the New Hampshire Legislature as part of RSA 176:8, Divisions and Directors, which took effect on July 1, 2009. The bill created three unclassified Directors in the Liquor Commission.

An assessment and review of the letter grade allocation for the unclassified position was conducted pursuant to RSA 94:1-d and RSA 14:14-c and on September 20, 2011, the Joint Committee on Employee Classification voted to approve a GG salary grade in RSA 94:1-a for the Director Division of Enforcement and Licensing.

The Liquor Commission appointed Mr. James Wilson, Director Division of Enforcement and Licensing to effectively start his Unclassified position and duties on April 26, 2013, attributing to this retroactive request under 94:6, due to a re-organization of the NH Liquor Commission which has ultimately resulted in the elimination of classified position title: Chief of Enforcement and Licensing.

The Director for the Division of Enforcement and Licensing performs a number of essential tasks for the Liquor Commission. The Director for the Division of Enforcement and Licensing is responsible for all activities related to liquor law enforcement and licensing in the Liquor Commission's Enforcement and Licensing Division, with responsibility for state-wide education, enforcement, and licensing according to the state alcohol, beverage, and tobacco laws and Liquor Commission administration rules. Mr. Wilson's current annual salary is Labor Grade 23, Step 6, \$65,187.20.

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Accordingly, the Director Division of Enforcement and Licensing requires an individual who possesses a unique combination of skills and experience. Mr. Wilson has extensive experience which is essential to this position. He has 20 plus years of Law Enforcement experience. He has held positions in the Liquor Commission such as a Liquor Investigator and his present title of Enforcement Lieutenant. His accomplishments with the Liquor Commission provide him with unique abilities and experience in all aspects of Enforcement and Licensing Division.

RSA 94:6 provides that upon recommendation of the appropriate authority, in this case the Commission, "the governor and council shall establish, after due and proper investigation as to the qualification, a different entrance salary within the established range." Accordingly, in light of his years of previous experience in the Liquor Commission and the invaluable liquor enforcement expertise he has obtained, we recommend that Mr. Wilson be granted the Step 3 salary.

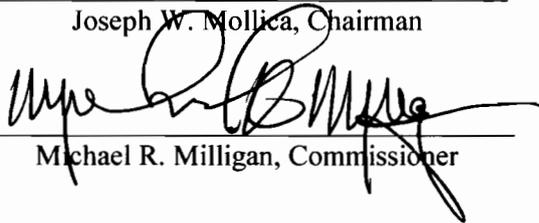
Funds for this request are 100% Liquor Funds, and are available in 02-77-77-770512-7878-011. Please let us know if you have any questions.

Your favorable action on this request would be appreciated.

Respectfully Submitted,
New Hampshire State Liquor Commission



Joseph W. Mollica, Chairman



Michael R. Milligan, Commissioner

cc: Doreen Wittenberg, DAS Business Supervisor

TITLE XIII ALCOHOLIC BEVERAGES

CHAPTER 176 THE LIQUOR COMMISSION

Section 176:8

[RSA 176:8 effective July 1, 2011; see also RSA 176:8 set out above.]

176:8 Divisions and Directors. –

The commission shall have 3 divisions under the direction of unclassified division directors. The directors shall be appointed by the commission and serve at the pleasure of the commission based on good behavior and competence. There shall be a division of marketing, merchandising, and warehousing, a division of administration, and a division of licensing.

Source. 1990, 235:2; 255:1. 1992, 146:3, eff. July 5, 1992. 1996, 106:2. 2009, 144:121, eff. July 1, 2009; 144:163, eff. July 1, 2011.



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

OFFICE OF THE COMMISSIONER

25 Capitol Street – Room 120

Concord, New Hampshire 03301

LINDA M. HODGDON
Commissioner
(603) 271-3201

JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

September 27, 2011

Ms. Jen Kuzma
Liaison to the Governor & Council
State House, Rm 208
Concord, NH 03301

Dear Ms. Kuzma,

Please find enclosed a copy of the letter from the Joint Committee on Employee Classification (JCEC) regarding the two positions from the New Hampshire Liquor Commission; Director of Marketing, Merchandising and Warehousing and the Director of Enforcement and Licensing. A salary grade of **GG** was recommended by the Hay Group for these positions. The recommendation was then submitted to the JCEC who approved the same at their September 15, 2011 meeting.

Please don't hesitate to contact me should you have any other questions.

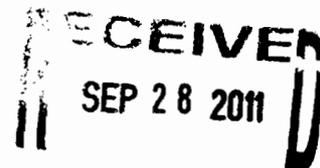
Sincerely,

Linda M. Hodgdon
Commissioner

Attachment

✓ Cc: Joseph Mollica, Chairman, NH Liquor Commission

LMH/rjk





State of New Hampshire

GENERAL COURT

CONCORD

September 20, 2011

Commissioner Linda Hodgdon
Department of Administrative Services
25 Capitol Street, Room 120
Concord, NH 03301

Dear Commissioner Hodgdon,

This is to inform you that the Joint Committee on Employee Classification (RSA 14:14-c) voted on September 15, 2011 to approve a GG salary grade in RSA 94:1-a for both the Director of Marketing, Merchandising and Warehousing and the Director of Enforcement and Licensing at the Liquor Commission.

Sincerely,

A handwritten signature in black ink, appearing to read "William B. Smith".

Rep. William B. Smith, Chairman



Margaret Wood Hassan
Governor

New Hampshire Liquor Commission

50 Storrs Street, P.O. Box 503
Concord, N.H. 03302-0503
(603) 230-7015

Joseph W. Mollica
Chairman

Michael R. Milligan
Commissioner

CERTIFICATE OF APPOINTMENT

With the powers vested in us by RSA 176:9 and 179:59 of the Revised Statutes Annotated of the State of New Hampshire, we hereby appoint James W. Wilson of Pittsfield, New Hampshire as Director of the New Hampshire State Liquor Commission's Division of Enforcement and Licensing.

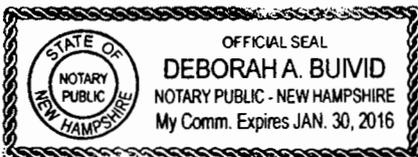
Joseph W. Mollica, Chairman

Michael R. Milligan, Commissioner

I, James M. Wilson of Pittsfield, New Hampshire do solemnly swear that I will faithfully and impartially discharge and perform all duties incumbent upon me as Director of the Division of Enforcement and Licensing of the New Hampshire State Liquor Commission with reference to all laws of the State of New Hampshire and the rules of the New Hampshire State Liquor Commission, so help me God.

James M. Wilson, Director
Division of Enforcement and Licensing
New Hampshire Liquor Commission

Subscribed and sworn before me this 26th day of April 2013.


Justice of the Peace/Notary Public