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# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER  
33 HAZEN DR. CONCORD, NH 03305  
603/271-2791

JOHN J. BARTHELMES  
COMMISSIONER

September 25, 2017

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, NH 03301

*Retroactive*

### Requested Action

Authorize the Department of Safety, Division of Administration, to **retroactively** pay the attached list of employees in the total amount of \$11,235.42 for missed increment payments owed them from SFY 2015 to SFY 2017. Effective upon Governor and Council approval. Funding source: 44.46% General Funds, 24.49% Turnpike Funds, 21.58% Highway Funds, 9.47% Agency Income.

Funds are available in the SFY2018 operating budget as follows:

02-23-23-234015-40030000	Dept. of Safety – Div. of State Police – Traffic Bureau		
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees		\$2,092.92
060-060-500601	Benefits		582.46
02-23-23-233015-23150000	Dept. of Safety – Div. of Motor Vehicles – Financial Responsibility		
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees		\$ 886.24
060-060-500601	Benefits		178.57
02-23-23-234015-29270000	Dept. of Safety – Div. of State Police – State Police Communications		
010-500100	Personal Services-Perm.Clas – Regular Officers and Employees		\$6,240.58
060-060-500601	Benefits		<u>1,254.65</u>
<b>Subtotals:</b>		Salary – \$9,219.74	Benefits – \$2,015.68
		<b>TOTAL</b>	\$11,235.42

### Explanation

This request is **retroactive** due to pay increments that were inadvertently missed. The Department has revised the increment review and processing procedure to ensure accurate and timely processing of all future increments.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

