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STATE OF NEW HAMPSHIRE  
DEPARTMENT of NATURAL and CULTURAL RESOURCES  
OFFICE OF THE COMMISSIONER

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Phone: 271-2411 Fax: 271-2629

September 6, 2019

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

**REQUESTED ACTION**

Pursuant to the provisions of RSA 21-I:54, the Department of Natural and Cultural Resources (Department) respectfully requests **RETROACTIVE** approval to extend the following position in a temporary full time status upon Governor and Executive Council approval for the period of July 1, 2019 through June 30, 2020. The estimated fiscal impact to extend this position for this period is \$57,475. 100% Other Funds

Position #	Classification	Labor Grade	Supervisor	Expiration Date
8T2946	Retail Store Clerk II	12	K. Crowe	June 30, 2019

Funds to support this request are anticipated to be available in the following account in FY 2020 upon the availability and continued appropriation of funds in the future operating budget.

	<u>FY 2020</u>
03-35-35-351510-37040000 Cannon Retail/Concessions Class 050 - Part Time Salaries	\$34,799
03-35-35-351510-37040000 Cannon Retail/Concessions Class 060 - Health Insurance Benefit	<u>\$22,676</u>
<b>Total:</b>	<b>\$57,475</b>

**EXPLANATION**

This position is essential for the effective and efficient operations of the retail and concessions operations business at Cannon Mountain and Franconia Notch State Park (Cannon/FNSP) for the Department. This operation supports retail and concessions service for tens of thousands of visitors yearly which generated nearly \$1.9 million in FY 2019. Granting approval of this position extension will allow the Department to continue to provide the needed direct support to maintain retail operations at Cannon/FNSP. For this reason, we seek to continue employment of the position.

In our recent review of needed date extension requests for all full time temporary positions, due to an administrative oversight this position was not included for review as it is maintained in a separate budget class and was not anticipated during the FY2020-2021 budget development process to be converted to a permanent full time position. For this reason, we are requesting retroactive approval.

Respectfully submitted,

A handwritten signature in black ink that reads "Sarah L. Stewart". The signature is written in a cursive style with a long horizontal line extending from the end of the name.A small handwritten mark consisting of the letters "CSW" enclosed within a hand-drawn circle.

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Sarah L. Stewart  
Commissioner