



# State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF THE COMMISSIONER  
25 Capitol Street – Room 120  
Concord, New Hampshire 03301

25A Jm

LINDA M. HODGDON  
Commissioner  
(603) 271-3201

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

April 1, 2014

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

## **REQUESTED ACTION**

In accordance with RSA 94:3, and authorization per the Joint Committee on Employee Classifications as of June 2, 2009, the Department of Administrative Services, with the authorization of the Office of the Governor, respectfully requests approval of annual salary increase, for Karen Benincasa, Comptroller of the Department of Administrative Services in the amount of \$3,425.00 to a new annual salary of \$110,000.00 from her present salary of \$106,575.00. Ms. Benincasa is employed in unclassified position 9U022 and became eligible for a salary increase on April 17, 2014.

## **EXPLANATION**

RSA 94:3 "Yearly Service Increase", states, in part, that upon recommendation of the appointing authority, the holder of any position mentioned in RSA 94:1-a shall be entitled to an annual increase in salary amounting to 1/5 of the difference between the minimum and maximum salary for said position but in no case shall the total salary exceed the maximum as herein established. As of June 2, 2009, the Joint Committee on Employee Classifications authorized the Department of Administrative Services to offer up to \$110,000.00 for the position of Comptroller. Ms. Benincasa is currently being paid \$106,575.00. We respectfully request approval of an annual salary increase for Ms. Benincasa to \$110,000.00.

Respectfully Submitted,

Linda M. Hodgdon  
Commissioner



State of New Hampshire

GENERAL COURT

CONCORD

July 15, 2009

Linda Hodgdon, Commissioner  
Department of Administrative Services  
25 Capitol Street, Room 120  
Concord, NH 03301-6312

Dear Commissioner Hodgdon:

This is to confirm that the Joint Committee on Employee Classification voted on June 2, 2009 to authorize you to offer up to \$110,000 to a candidate for the position of Comptroller, Department of Administrative Services. The committee understands that this is a vital position and that you face a challenge in attracting a qualified candidate. The letter grade for the position will remain at HH and this authorization will permit you to exceed the \$98,691 maximum salary.

I hope this flexibility will help to secure the best candidate for the position.

Sincerely,

A handwritten signature in black ink that reads "Anne-Marie Irwin".

Anne-Marie Irwin, Chairman  
Joint Committee on Employee Classification

AMI/ta

# TITLE I

## THE STATE AND ITS GOVERNMENT

### CHAPTER 14

#### LEGISLATIVE OFFICERS AND PROCEEDINGS

##### Section 14:14-c

###### **14:14-c Joint Committee on Employee Classification. –**

I. There is hereby established a joint committee on employee classification.

II. The committee shall consist of 3 members of the senate, appointed by the senate president, one of whom shall be a member of the senate finance committee, and 3 members of the house of representatives, appointed by the speaker of the house of representatives, one of whom shall be a member of the house finance committee and 2 of whom shall be members of the house committee on executive departments and administration. Members shall be appointed for their term of office. All members shall be eligible for reappointment so long as they are qualified under this section. Members shall be appointed no later than December 30 of the year of their election to the general court, except that vacancies shall be filled for an unexpired term within 30 days of the creation of such vacancy. The chairperson shall be elected by the committee members and shall rotate annually between the house and senate members, provided that a house member shall serve as the first chairperson.

III. Relative to unclassified employees:

(a) The committee shall, while the general court is in session and during the interim, review the provisions of RSA 94, including the salaries listed in RSA 94:1-a, I, and shall recommend changes to salaries, position titles, or other matters related to the compensation of state officers.

(b) The committee shall establish procedures to review the allocation decisions submitted to it by the acting directors or administrative heads of state agencies or departments under RSA 94:1-d and shall set a temporary letter grade allocation for each position referred. The committee shall propose legislation recommending permanent salary levels for each position for introduction in the next regular session of the general court.

IV. Relative to classified employees, the committee shall establish procedures to hear appeals submitted by any commissioner or department head regarding reclassification decisions made by the director of personnel pursuant to RSA 21-I:54, III, and the committee's decision in such matters shall be final.

Source. 2006, 290:17, eff. June 15, 2006.