



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



21 [Handwritten initials]

Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

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

Bureau of Human Resources
February 1, 2018

REQUESTED ACTION

Authorize the New Hampshire Department of Transportation to retroactively pay Nathan Lewis, Bridge Inspector, \$2,635.82 for compensation due to missed increments on December 28, 2016 to January 4, 2018. 60% Highway Funds, 27% Federal Funds, and 13% Other Funds.

Funds are available in account titled, 04-096-096-962015-3033, NH Department of Transportation, Bridge Design as follows:

Table with 2 columns: Description and Amount. Rows include Regular Personal Services, Overtime Pay, Regular Holiday Pay, and various Benefits (FICA, Medicare, NHRS) totaling \$2,635.82.

EXPLANATION

Mr. Lewis was due an increment on 12/28/16 to move him from Labor Grade 18 Step 7 to Labor Grade 18 Step 8. Mr. Lewis was out on leave from 12/12/16 to 2/13/17. Upon his return, the system did not update, which caused Mr. Lewis to miss his increment.

It is respectfully requested that this item be accepted.

Sincerely,

[Handwritten signature of Victoria F. Sheehan]
Victoria F. Sheehan
Commissioner