



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2569) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2569	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	5	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	11,042
Total Annual Benefits:	\$	845
Total Cost	\$	11,887
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	114
000 FEDERAL FUNDS	75%	343
		-
		-
		-
		-
Total	100%	457

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHPG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHPG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Allon Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

Seasonal staff that return season after season accrue longevity in the state system. Over time they reach step thresholds, which honors a returning SFG's dedication and service to the agency.

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2568) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2568	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	1	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,498
Total Annual Benefits:	\$	727
Total Cost	\$	10,225
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	98
000 FEDERAL FUNDS	75%	295
		-
		-
		-
		-
Total	100%	393

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, 1(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

N/A

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2602) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2602	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	1	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,498
Total Annual Benefits:	\$	727
Total Cost	\$	10,225
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	98
000 FEDERAL FUNDS	75%	295
Total	100%	393

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

N/A

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2603) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2603	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	2	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,867
Total Annual Benefits:	\$	755
Total Cost	\$	10,622
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 - 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	102
000 FEDERAL FUNDS	75%	306
		-
		-
		-
		-
Total	100%	409

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

N/A

9. If you are hiring at a step beyond 1, please provide justification.

Seasonal staff that return season after season accrue longevity in the state system. Over time they reach step thresholds, which honors a returning SFG's dedication and service to the agency.

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2622) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2622	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	2	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,867
Total Annual Benefits:	\$	755
Total Cost	\$	10,622
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	102
000 FEDERAL FUNDS	75%	306
Total	100%	409

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

Seasonal staff that return season after season accrue longevity in the state system. Over time they reach step thresholds, which honors a returning SFG's dedication and service to the agency.

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2899) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2899	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	1	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,498
Total Annual Benefits:	\$	727
Total Cost	\$	10,225
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	98
000 FEDERAL FUNDS	75%	295
		-
		-
		-
		-
Total	100%	393

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

N/A

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2567) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2567	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	1	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,498
Total Annual Benefits:	\$	727
Total Cost	\$	10,225
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	98
000 FEDERAL FUNDS	75%	295
		-
		-
		-
		-
Total	100%	393

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

N/A

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2554) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Clitch T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2554	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	1	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,498
Total Annual Benefits:	\$	727
Total Cost	\$	10,225
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	98
000 FEDERAL FUNDS	75%	295
		-
		-
		-
Total	100%	393

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, H(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

N/A

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

May 28, 2020

Glenn Normandeau
Executive Director
11 Hazen Drive
Concord, N.H. 03302

Dear Director Normandeau,

Pursuant to my authority under Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, and 2020-09 and Emergency Order #37 I have approved your written request, in attachment, to take the following actions related to Executive Branch hiring:

1. Hiring of a Grounds Foreman (Position # SNL 2547) with the current allocation being 75% Federal Funds and 25% Agency Income.

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services

POSITION WAIVER

NEW HAMPSHIRE FISH AND GAME DEPARTMENT

May 14, 2020

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, NH 03301

Dear Governor Christopher T. Sununu:

REQUESTED ACTION

Approval is requested for a waiver of Emergency Order # 37 in order to fill the following position within the:

Agency:	Fish And Game Dept	
Reason Code:	Seasonal	
Position #:	SNL2547	
Position Title:	Grounds Foreman	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	10	
Step:	1	
Date of Vacancy (MM/DD/YY):	April 10, 2020	
Vacancy Rate (%)	100%	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7535 Facilities & Land
	Accounting Unit (XXXX)	2117 Statewide Public Boat Access
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	9,498
Total Annual Benefits:	\$	727
Total Cost	\$	10,225
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
009 AGENCY INCOME	25%	98
000 FEDERAL FUNDS	75%	295
		-
		-
		-
Total	100%	393

EXPLANATION

The Seasonal Grounds Foremen (SGF) are hired through the Statewide Public Boat Access (SPBA) program to maintain the Department's 135 boat access areas so they are safe, functional and welcoming for local and tourist boaters. The SGF expense is paid through the Statewide Public Boat Access Fund account and does not impact the state General Fund. The SPBA fund is a dedicated account established under RSA 233-A:13 and funded through a \$5 boat registration surcharge on all boat registrations collected pursuant to RSA 270-E:5, II(d). Each SPBA dollar is highly leveraged to receive three dollars in match from the Sport Fish Restoration Act program (a.k.a. Dingell Johnson Act). There is no other match source to access these federal funds.

Currently, full time staff who are at labor grades higher than 10 are driving 200 miles plus a week to keep up our current level of service at the states boat access sites. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when along with trash pick-up, tree trimmings and general facility cleaning, we will need to be mowing and weed-whacking. In July we have a planned major construction project at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

Standard Questions:

1. What services or constituency group will be affected if this position is not filled?

The seasonal grounds foremen (SGF) are responsible for maintaining 135 boat ramp sites across the state. These actions include mowing, string trimming, sweeping, cleaning bathrooms and picking up trash. Any persons that use our boat access system will be adversely impacted if the position is not filled.

2. Are the services/duties performed by this position required by law, rule, court order or some other mandate? If yes, explain.

The NHFG Department, on behalf of the State, accepted Federal funds to construct boat access sites through the Sport Fish Restoration Act. Under this arrangement the NHFG "is responsible for maintaining capital improvements acquired or completed under a grant to ensure that each capital improvement continues to serve its authorized purpose during its useful life." (from the code of federal regulations: 50 CFR Part 80.133). The maintenance activities conducted by the SGFs are a necessary and high profile part of this regulation.

3. Did the position become vacant because of a promotion or personnel action within the organization, or did the incumbent move to another state position? Define

No, these positions are seasonal and were not hired before the hiring freeze went into place.

4. Can other personnel within the department cover the duties of this position? Explain in detail

Currently, seven (7) full time staff who are compensated with benefits at over double the SFG rate are doing the SGF maintenance work across the entire extent of the state. This time- and labor-intensive routine will be unsustainable during the heavy-use summer season when tourist impacts (trash pick-up, facility cleaning) and vegetation control (mowing and weed-whacking) increase and staff is diverted to build a new ramp at the Downing's Landing boat access area on Alton Bay. Downing's Landing is the Department's only public boat access area on Lake Winnepesaukee. This ramp is currently closed until the construction, which will require 3 staff full-time for 2 months, can be completed. Other Department maintenance and construction projects have been put on hold.

5. Can the duties be completed by a part-time position? Explain in detail

This is a part-time position

6. If this position has been vacant for a period of time, explain how the work previously done by this position has been allocated to, or covered by others during this vacancy period.

Position is seasonal

7. Has this position been reclassified or established with the passage of the FY '20-21 budget or after?

No

8. Do you anticipate filling this position with an internal candidate? Explain

No

9. If you are hiring at a step beyond 1, please provide justification.

N/A

List of currently pending submitted waivers with the priority ranking (#1 = top ranking):

List of waivers previously granted:

Respectfully submitted,



Executive Director