



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 Pine Barrens Butterfly Biological Aide (Position # SNL 2544) with the current allocation being 90% Federal Funds and 10% Private Local Funds.

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 #:	SNL 2544	
Position Title:	Pine Barrens Butterfly Biological Aide	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	13	
Step:	1	
Date of Vacancy (MM/DD/YY):	Seasonal	
Vacancy Rate (%):	N/A	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7515 Wildlife Program
	Accounting Unit (XXXX)	2125 Non-Game Species Management
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	7,585
Total Annual Benefits:	\$	580
Total Cost	\$	8,165
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: S = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
005 PRIVATE LOCAL FUNDS	10%	31
000 FEDERAL FUNDS	90%	283
		-
		-
		-
		-
Total	100%	314

EXPLANATION

The Pine Barrens Butterfly Biological Aide is a seasonal part-time position (29.5 hrs/week) that we hire annually to assist with our pine barrens butterfly projects. Work includes captive rearing and monitoring of state and federally endangered Karner blue butterfly and several other state listed or rare butterfly species. Captive rearing of butterflies requires 7 day a week attention at certain times during season to care for butterflies. Funding for position is a combination of dedicated accounts and federal revenue.

Standard Questions:

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

Work under this project is in cooperation with the USFWS in implementing necessary federal recovery plan actions for Karner blue butterflies. Also, conservation work implemented by this position is required as part of mitigation agreements with the Concord Airport and NH Army National Guard. Progress towards federal Endangered Species Act and state endangered species recovery of the species could be adversely impacted by position not being filled.

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

RSA 212-A gives authority and responsibility for endangered species recovery to NH Fish and Game. Duties performed by position also implement federal Endangered Species Act recovery plan actions and agreements with the the Concord Airport and NH Army National Guard. Section 6 of the USFWS ESA requires collaboration with state wildlife agencies and provides the necessary federal funds for this position.

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

This is a seasonal part-time (29.5 hrs/week) position. The position has been filled seasonally in previous years and was scheduled to begin April 10, 2020. We were proceeding to hire a particular individual that has served in this position in previous years prior to the hiring freeze.

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

No. Even when this position is filled, work duties have required participation of a full time biologist that coordinates activities. Field and laboratory duties require regular presence that other Department staff don't have capacity for. Because duties require 7 days/week coverage, multiple staff are needed to cover laboratory during critical times.

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

Yes - 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.

This position is vacant during the winter annually. Work duties for this position begin during spring each year.

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. Not a current employee. However, we plan on hiring the individual that served in this position in the previous year.

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



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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 Karner Blue Butterfly and Pine Barrens Habitat Restoration Assistant I (Position # SNL 2524) with the current allocation being 90% Federal Funds and 10% Private Local Funds.

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 #:	SNL 2524	
Position Title:	Karner blue butterfly and Pine Barrens Habitat Restoration Assistant 2	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	5	
Step:	1	
Date of Vacancy (MM/DD/YY):	Seasonal	
Vacancy Rate (%)	N/A	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7515 Wildlife Program
	Accounting Unit (XXXX)	2125 Non-Game Species Management
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	5,022
Total Annual Benefits:	\$	384
Total Cost	\$	5,406
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
005 PRIVATE LOCAL FUNDS	10%	21
000 FEDERAL FUNDS	90%	187
		-
		-
		-
		-
Total	100%	208

EXPLANATION

The Karner blue butterfly and Pine Barrens Habitat Restoration Assistant 2 is a seasonal part-time position (29.5 hrs/week) that we hire annually to assist with our pine barrens butterfly projects. Work includes captive rearing and monitoring of state and federally endangered Karner blue butterfly and several other state listed or rare butterfly species. Captive rearing of butterflies requires 7 day a week attention at certain times during the season to care for butterflies. Funding for this position is a combination of dedicated accounts and federal revenue.

Standard Questions:

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

Work under this project is in cooperation with the USFWS in implementing necessary federal recovery plan actions for Karner blue butterflies. Also, conservation work implemented by this position is required as part of mitigation agreements with the Concord Airport and NH Army National Guard. Progress towards federal Endangered Species Act and state endangered species recovery of the species could be adversely impacted by position not being filled.

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

RSA 212-A gives authority and responsibility for endangered species recovery to NH Fish and Game. Duties performed by this position also implement federal Endangered Species Act recovery plan actions and agreements with the the Concord Airport and NH Army National Guard. Section 6 of the USFWS ESA requires collaboration with state wildlife agencies and provides the necessary federal funds for this position.

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

This is a seasonal part-time (29.5 hrs/week) position. The position has been filled seasonally in previous years and was scheduled to begin May 8, 2020. We were proceeding to hire a particular individual that has served in this position in previous years prior to the hiring freeze.

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

No. Even when this position is filled, work duties have required participation of a full time biologist that coordinates activities. Field and laboratory duties require regular presence that other Department staff don't have capacity for. Because duties require 7 days/week coverage, multiple staff are needed to cover laboratory during critical times.

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

Yes - 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.

This position is vacant during the winter annually. Work duties for this position begin during spring each year.

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. Position was posted and interviews conducted prior to hiring freeze.

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):

Respectfully submitted,


Executive Director



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Glenn Normandeau
Executive Director
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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 Karner Blue Butterfly and Pine Barrens Habitat Restoration Assistant I (Position # SNL 2896) with the current allocation being 90% Federal Funds and 10% Private Local Funds.

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 #:	SNL 2896	
Position Title:	Karner blue butterfly and Pine Barrens Habitat Restoration Assistant 1	
Anticipated Hire Date (MM/DD/YY):	May 22, 2020	
Labor Grade:	5	
Step:	1	
Date of Vacancy (MM/DD/YY):	Seasonal	
Vacancy Rate (%)	N/A	
Appropriation:	Agency	075 Fish And Game Dept
	Department	075 Fish And Game Dept
	Bureau	7515 Wildlife Program
	Accounting Unit (XXXX)	2125 Non-Game Species Management
	Class	050 Personal Service Temp Appoi
	Expense Account (500XXX):	500109 Part Time Salaries
Total Annual Salary:	\$	5,022
Total Annual Benefits:	\$	384
Total Cost	\$	5,406
Estimated # of Pay Periods in FY:		1

Funding	% of Funding (ex: 5 = 5%)	Total Cost Based on Estimated Pay Periods Left in FY
005 PRIVATE LOCAL FUNDS	10%	21
000 FEDERAL FUNDS	90%	187
		-
		-
		-
		-
Total	100%	208

EXPLANATION

The Karner blue butterfly and Pine Barrens Habitat Restoration Assistant 1 is a seasonal part-time position (29.5 hrs/week) that we hire annually to assist with our pine barrens butterfly projects. Work includes captive rearing and monitoring of state and federally endangered Karner blue butterfly and several other state listed or rare butterfly species. Captive rearing of butterflies requires 7 day a week attention at certain times during season to care for butterflies. Funding for position is a combination of dedicated accounts and federal revenue.

Standard Questions:

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

Work under this project is in cooperation with the USFWS in implementing necessary federal recovery plan actions for Karner blue butterflies. Also, conservation work implemented by this position is required as part of mitigation agreements with the Concord Airport and NH Army National Guard. Progress towards federal Endangered Species Act and state endangered species recovery of the species could be adversely impacted by position not being filled.

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

RSA 212-A gives authority and responsibility for endangered species recovery to NH Fish and Game. Duties performed by this position also implements federal Endangered Species Act recovery plan actions and agreements with the the Concord Airport and NH Army National Guard. Section 6 of the USFWS ESA requires collaboration with state wildlife agencies and provides the necessary federal funds for this position.

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

This is a seasonal part-time (29.5 hrs/week) position. The position has been filled seasonally in previous years and was scheduled to begin May 8, 2020. We were proceeding to hire a particular individual that has served in this position in previous years prior to the hiring freeze.

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

No. Even when this position is filled, work duties have required participation of a full time biologist that coordinates activities. Field and laboratory duties require regular presence that other Department staff don't have capacity for. Because duties require 7 days/week coverage, multiple staff are needed to cover laboratory during critical times.

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

Yes - 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.

This position is vacant during the winter annually. Work duties for this position begin during spring each year.

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, not a current employee. However, we plan on hiring the individual that served in this position in the previous year.

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