



**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 Pollinator Assistant (Position # SNL 2541) with the current allocation being 50% Private Local Funds and 50% 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 #:	SNL 2541	
Position Title:	Pollinator Assistant	
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:	\$	5,740
Total Annual Benefits:	\$	439
Total Cost	\$	6,179
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	50%	119
009 AGENCY INCOME	50%	119
		-
		-
		-
		-
Total	100%	238

EXPLANATION

The Pollinator Assistant is a seasonal part-time position (29.5 hrs/week) to assist with a pollinator enhancement project along transportation right-of-ways in coordination with the NH Department of Transportation. Work includes monitoring pollinators and their habitats, collecting seed from native plants, and planting lupine and other native plants. Funding for position is a combination of dedicated Nongame accounts and a new National Fish and Wildlife Foundation competitive grant awarded to NHFG.

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 NH DOT and is implementing conservation strategies for Monarch butterflies and other pollinators. Monarch butterflies have been petitioned for the federal Endangered Species Act and actions under this grant are designed to improved the conditon of the species.

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

No. However, Monarch butterflies have been petitioned for the federal Endangered Species Act and actions under this grant are designed to improved the conditon of the species.

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.

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 will require participation of a full time biologist that coordinates activities and a second biologist during roadside surveys for safety precautions and efficiencies.

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.

N/A - This is a seasonal part-time position.

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 advertised and candidates were interviewed prior to the hiring freeze.

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

N/A - This is a seasonal part-time position.

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

List of waivers previously granted:

Respectfully submitted,


Executive Director