

President
Wendy Piper
Grafton County Commissioner

Vice President
Cathy Stacey
Rockingham County Register of Deeds

Treasurer
Chuck Nickerson
Rockingham County Finance Director

Bylaws Chair
Chris Coates
Cheshire County Administrator



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Immediate Past President
Chuck Weed
Cheshire County Commissioner

At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Ross Cunningham
Merrimack County Administrator

11.12.2024 Executive Committee Meeting Minutes

I. Call to order

- a. Register Stacey calls the meeting to order at 8:33 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Commissioner Terry McCarthy, Commissioner Brian Chirichiello (via Register Stacey proxy), Administrator Kathryn Kindopp (via Administrator Coates proxy), Treasurer Chuck Weed (via Administrator Coates proxy), Administrator Derek Ferland (via Director Bourque proxy), Commissioner Ben Nelson (via Director Bourque proxy), Director Hilary Snide (via Director Bourque proxy), Administrator Ray Bower (via Commissioner Watson proxy), Commissioner Deanna Rollo (via Commissioner Watson proxy), Ms. Carrie Conway (via Commissioner Watson proxy), Superintendent Brian King, Administrator Chris Coates, Commissioner Robert Englund, Director Sheryl Trombly, Administrator Louise Belanger, Superintendent Ben Champagne, Treasurer Suzanne Collins, Administrator Mark Brady, Administrator Laura Mills, Commissioner Martha McLeod, Commissioner Toni Pappas, Attorney Carolyn Kirby, Administrator David Ross, Administrator Ross Cunningham, Director Sara Lewko, Commissioner Stuart Trachy, Superintendent Travis Cushman, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, Register Cathy Stacey, Commissioner George Maglaras, Commissioner Robert Watson, Director Mary Bourque, Administrator Matt Lagos of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group.

II. Pledge of Allegiance

- a. Register Stacey leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (October 18, 2024)

- a. Register Stacey presents the minutes from the October 18, 2024, meeting of the Committee. Administrator Cunningham makes a **MOTION** to approve the minutes. Superintendent Cushman **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Financial Update – Chuck Nickerson

- a. Treasurer Nickerson provides a financial update and explains that revenues are over 100% collected; on expenses, accounting is higher due to QuickBooks Online; the three Correction Academies for 2024 have been profitable in total. Administrator Coates makes a **MOTION** to accept the financial report. Administrator Cushman **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Executive Committee appointments

- a. Ms. Horgan explains that, come January, folks should expect to reappoint their Executive Committee, per the bylaws, “Following the general election in even numbered years, each Board of County Commissioners shall appoint members to the Executive Committee.”

VI. Annual Conference

- a. Ms. Duchesne explains that the Conference is supported by 40 sponsors, attended by over 300 registrants, and includes 11 breakout sessions. Ms. Duchesne reviews the Conference schedule for the rest of the day.

VII. HealthTrust Appointment

- a. Register Stacey explains her term on the HealthTrust Board is ending in December and a replacement is needed. Register Stacey explains that the Board meets every month (third Thursday of every month for roughly 6 hours) to determine rates, discuss upcoming programs, etc.
- b. During the February Executive Committee meeting, Director Kivikoski expressed interest in the position.
- c. Administrator Coates makes a **MOTION** to appoint Director Kivikoski to the HealthTrust Board. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. County-State Finance Committee update – David Ross

- a. Administrator Ross explains that the Committee met last week and discussed the bi-annual budget draft. A problematic increase in the county cap has been proposed in the legislature. Administrator Coates asks if the impact on each county could be analyzed.

IX. State Government updates

- a. Mr. Monahan asks if the Association would be willing to draft a letter to the Governor’s office regarding the county cap. Superintendent Henry makes a **MOTION** to approve Association staff to draft a letter regarding the county cap. Administrator Cunningham **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- b. Ms. Horgan explains she will go over all bill titles as they are released; opens enrollment to the Legislative Committee.
- c. Mr. Monahan explains that State agencies are making recommendations to the Governor’s office regarding the budget. Administrator Coates asks for a guide, in simple terms, about the county cap.

X. Affiliate updates

- a. Corrections: Superintendent Henry explains that bylaws updates are in the works, invoices are out for the Academies.
- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.
- f. Human Resources: Ms. May explains that the Affiliate met yesterday for a business meeting.
- g. Administrators: No report.
- h. Nursing Home Administrators: No report.

XI. Other business

- a. Ms. Linda Harris will replace Administrator Laura Mills as the Coos representative to the 50th Anniversary Planning Committee. Superintendent Henry makes a **MOTION** to nominate Linda Harris to the 50th Anniversary Planning Committee. Treasurer Collins **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XII. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, Dec. 20, 2024
 - ii. January 3, 2025
 - iii. February 7, 2025
 - iv. March 7, 2025
 - v. April 4, 2025
 - vi. May 2, 2025
 - vii. June 6, 2025
 - viii. September 5, 2025
 - ix. October 3, 2025
 - x. November 11, 2025 (Omni Mt. Washington)
 - xi. December 5, 2025

XIII. Adjournment

- a. Superintendent Henry makes a **MOTION** to adjourn the meeting. Administrator Ross **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on November 12, 2024.

Minutes approved on December 20, 2024.