



President
Wendy Piper
Grafton County Commissioner

Vice President
Thomas Tombarello
Rockingham County Commissioner

Treasurer
Suzanne Collins
Coos County Treasurer

Bylaws Chair
Chris Coates
Cheshire County Administrator

Immediate Past President
Chuck Weed
Cheshire County Commissioner

At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Cathy Stacey
Rockingham Register of Deeds

11 S Main St., Ste. 200
Concord, NH 03301

info@nhcounties.org
www.nhcounties.org

Friday, December 2, 2022, at 9:00 AM
Old Merrimack County Courthouse
163 N Main Street, Concord, NH

OFFICERS MEETING MINUTES

- I. Call to Order
 - a. Commissioner Piper calls the meeting to order at 9:02 AM finding a quorum fit to conduct business.
 - b. Mr. Monahan calls the roll of those present: Treasurer Sue Collins, Commissioner Toni Pappas, Commissioner Wendy Piper, Register Cathy Stacey, and Commissioner Tom Tombarello of the NH Association of Counties Officers; Danielle Duchesne, Kate Horgan (virtual), and Jim Monahan of the Dupont Group.
- II. Approval of Past Meeting Minutes – November 4, 2022
 - a. Commissioner Piper presents the minutes from the November 4, 2022, meeting of the Officers. Treasurer Collins makes a **MOTION** to approve the minutes. Commissioner Pappas **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- III. Financial Update
 - a. Treasurer Collins presents the financial report and explains that almost all the revenue line items are at or over 100% except for the Corrections Academy. On expenses, the line items that are over are all Annual Conference related. Register Stacey makes a **MOTION** to accept the financial report as presented. Commissioner Tombarello **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- IV. Executive Session (Non-public)
 - a. Ms. Duchesne and Ms. Horgan leave the meeting room.
 - b. At 9:10 AM Treasurer Collins makes a **MOTION** to enter a non-public session under RSA 91: A 3, II(a) or (c). Register Stacey **SECONDS** the **MOTION**. A voice vote is taken, all are in favor of the **MOTION**, the **MOTION PASSES**.
 - c. At 9:44 AM Commissioner Pappas makes a **MOTION** to close the non-public session. Register Stacey **SECONDS** the **MOTION**. A voice vote is taken, all are in favor of the **MOTION**, the **MOTION PASSES**.
 - d. Register Stacey makes a **MOTION** to seal the minutes. Commissioner Tombarello **SECONDS** the **MOTION**. A voice vote is taken, and all are in favor of the **MOTION**, the **MOTION PASSES**.

V. Other Business

- a. No other business.

VI. Next Meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, January 20
 - ii. Friday, February 17
 - iii. Friday, March 17
 - iv. Friday, April 21
 - v. Friday, May 19
 - vi. Friday, June 16
 - vii. Friday, September 15
 - viii. Friday, October 20
 - ix. Friday, November 17
 - x. Friday, December 15

VII. Adjournment

- a. Register Stacey makes a **MOTION** to adjourn the meeting. Treasurer Collins **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on December 2, 2022.

Minutes approved on January 20, 2022.