

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

12.20.2024 Executive Committee Meeting Minutes

I. Call to order

- a. Commissioner Piper calls the meeting to order at 10:04 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Debra Shackett, Commissioner Robert Englund (via Administrator Coates proxy), Administrator Kathryn Kindopp (via Administrator Coates proxy), Director Sheryl Trombly (via Administrator Coates proxy), Treasurer Chuck Weed (via Administrator Coates proxy), Administrator Heather Moquin (via Administrator Cunningham proxy), Attorney Carolyn Kirby (via Commissioner Pappas proxy), Administrator David Ross (via Commissioner Pappas proxy), Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Commissioner Deanna Rollo (via Commissioner Pappas proxy), Commissioner Robert Watson (via Commissioner Pappas proxy), Carrie Conway (via Commissioner Pappas proxy), Administrator Julie Libby (via Commissioner Piper proxy), Director Mary Bourque (via Director Snide proxy), Administrator Derek Ferland (via Director Snide proxy), Administrator Matt Lagos (via Director Snide proxy), Treasurer Suzanne Collins (via Superintendent Champagne proxy), Administrator Craig Labore (virtual), Administrator Chris Coates (virtual), Director Linda Matchett, Superintendent Brian King, Superintendent Ben Champagne, Administrator Mark Brady, Commissioner Wendy Piper, Commissioner Toni Pappas, Administrator Ross Cunningham, Director Wendy Heath, Superintendent Travis Cushman, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, Register Cathy Stacey, and Director Hilary Snide of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group. Davis Bernstein of the 50th Anniversary Planning Committee.

II. Pledge of Allegiance

- a. Administrator Brady leads the Executive Committee in the Pledge of Allegiance.

III. Primex security measures

- a. Ms. Horgan and Ms. Duchesne went to a training on 10.30 at Primex.
- b. Items of note: be aware of the location of the exits; a silent strobe light means to shelter in place unless otherwise advised by Primex staff; In the event the building is evacuated, assemble in the staff parking lot; a volunteer of the Executive Committee will need to be responsible for door duty – only letting in folks that you recognize; if needed, follow staff to a secure safe room – there are 4. Anyone having meetings at Primex should connect with Ms. Horgan or Ms. Duchesne for more safety protocols. In the future, there will be a safety video played at the beginning of every meeting.

IV. Approval of past meeting minutes (November 12, 2024)

- a. Commissioner Piper presents the minutes from the November 12 meeting of the Committee. Register Stacey makes a **MOTION** to approve the minutes. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Amazon Prime Business presentation – Tessa Sullivan

- a. Ms. Sullivan presents the member benefits, enrollment, and benefits to the Association for the Amazon Business Prime referral program. Ms. Horgan explains that Ohio's county association is enrolled in the program. Superintendent Champagne makes a **MOTION** to move forward with the program for a one-year trial. Register Stacey **SECONDS**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. NH IT Council

- a. Following bylaws article IX, Commissioner Piper nominates Holly Elsholz, Grafton County Assistant County Administrator, to serve on the NH IT Council for a 3-year term.
- b. Register Stacey makes a **MOTION** to approve of Commissioner Piper's nomination of Holly Elsholz, to serve on the NH IT Council for a 3-year term. Commissioner Pappas **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VII. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report. Director Nickerson explains that the revenues look good and are running approximately \$12,000 over, largely due to the Annual Conference and the Corrections Academies. With expenses running below budget, a net of \$15,000 to \$20,000 on the year is expected. Superintendent Henry makes a **MOTION** to accept the financial report. Administrator Cunningham **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. 2025 Association budget

- a. Director Nickerson presents the budget as recommended by the Finance Committee with dues and assessments as approved by the Commissioners Council. Director Nickerson explains that there is a substantial increase in the budget due to the 50th anniversary celebrations. Revenue increases come from conference registrations and the anticipated profit from the Legislative Conference. Director Nickerson points out the one-time 50th anniversary assessment. Superintendent Henry makes a **MOTION** to approve the 2025 budget. Superintendent Champagne **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IX. Executive Committee appointments

- a. Director Wendy Heath has been appointed to the Executive Committee to fill a seat on Merrimack's slate.
- b. Following the general election in even numbered years, each Board of County Commissioners shall appoint members to the Executive Committee. Members may only be submitted from member counties in good standing. There shall be at least one representative from each member county in good standing with the Corporation on the Executive Committee. Boards of County Commissioners of member counties in good standing will be notified of open seats by the President or his/her designee.

X. NACo Leadership Academy Graduate Announcement

- a. Garrett Jewell, Major, Merrimack County has graduated from the most recent NACo Leadership Academy.
- b. New Hampshire (and the Association) is only one of eight states that have 100% county participation in the NACo High Performance Leadership Academy.

XI. Annual Conference

- a. Superintendent Champagne, on behalf of Coos County, believes the conference was a success and invites any feedback. Administrator Brady highlights areas of improvement including sponsorship opportunities, targeting, and marketing.
- b. Commissioner Piper invites folks to attend the 50th Anniversary Planning Committee meeting immediately following this meeting to offer additional feedback.

XII. Election of Officers

- a. According to the NHAC Bylaws, Section VI.3., “The nominations process shall be led by the Vice President. Nominations may be made by any member of the Executive Committee in good standing. The call for nominations will be made to the Executive Committee by the scheduled November Executive Committee meeting in even numbered years, including information regarding the roles and responsibilities of each Officer position. Nominations shall be accepted from the floor during the last meeting of the calendar year.”
- b. Register Stacey announces the following slate of Executive Committee members that have expressed intent to run for an Officer position: Register Cathy Stacey for President; Commissioner Toni Pappas for Vice President; Director Chuck Nickerson for Treasurer; Administrator Ross Cunningham for At-Large; Administrator Chris Coates for At-Large; and Superintendent Travis Cushman for Bylaws Chair. Superintendent Henry makes a **MOTION** to elect the slate of officers as presented. Director Kivikoski **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- c. Register Stacey announces that the office of the Immediate Past President stands as Grafton Cnty Commissioner Wendy Piper.

XIII. Strategic Planning Committee

- a. The membership for the Strategic Planning Committee expires at the end of the month. The last membership is as follows: Deb Shackett, Belknap; vacant, Carroll; Chris Coates, Cheshire; Julie Libby, Grafton; Commissioner Toni Pappas, Hillsborough; Administrator Ross Cunningham, Merrimack; Superintendent Jason Henry, Rockingham; Commissioner George Maglaras, Stafford; Administrator Derek Ferland, Sullivan.
- b. Following Section VIII.7. of the bylaws, the Strategic Planning Committee is to have one representative from each county who is an appointed or elected official from a county in good standing. Membership is a 2-year term.
- c. Nominations are requested by the Association President and confirmed by the Executive Committee.
- d. Commissioner Piper presents the slate of nominees: Superintendent Brian King (Carroll), Commissioner Pappas (Hillsborough), Director Nickerson (Rockingham) Administrator Brady (Coos). Superintendent Henry makes a **MOTION** to approve the nominations. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XIV. Awards Committee formation

- a. Commissioner Piper calls for a special committee to be created called the “Awards Committee” with the purpose of designing and implementing a program to recognize county employees, appointed, and elected officials as well as other people as appropriate. The Committee will be made up of one representative per county and members shall serve on the Committee until the conclusion of the awards presentation. Any member of the Executive Committee may serve on the Awards Committee.
- b. The following nominations are taken from the floor: Superintendent Champagne (Coos), Commissioner Pappas (Hillsborough), Director Wendy Heath (Merrimack), Director Kivikoski (Rockingham), Administrator Bower (Strafford), and Director Snide (Sullivan).

- c. Register Stacey makes a **MOTION** to approve the slate of nominees. Superintendent Cushman **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XV. Legislative Conference

- a. Ms. Duchesne presents the contract from the Grappone Conference Center, as recommended by the Officers. Administrator Cunningham makes a **MOTION** to approve the contract. Register Stacey **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XVI. County-State Finance Committee update – Administrator David Ross

- a. Ms. Horgan explains that the Committee met this past week. Ms. Horgan invites more participation on the Committee. Administrator Labore, Administrator Ross, Commissioner Maglaras, Administrator Coates, Administrator Shakett and Commissioner Piper currently participate in the committee. Those interested can reach out to Ms. Horgan or Administrator Ross.

XVII. State Government updates

- a. Administrator Cunningham addresses the recent PUC ruling on the kick-back on net metering, especially related to Merrimack County's solar array project. Administrator Cunningham asks that the Association push back against the rulings that are detrimental to future projects. Director Snide explains that Sullivan County is looking into a solar project. Administrator Shackett explains that Belknap County has looked into a solar project but backed out due to red tape. Director Nickerson explains that it took Eversource 13 months to complete the interconnection assessment for Rockingham County.
- b. Ms. Horgan explains that the Legislative Committee will still meet separately this afternoon.

XVIII. Affiliate updates

- a. Corrections: Superintendent Henry explains that the Affiliate has discussed the FCC ruling that prohibits the collection of commission on phone calls. The ruling will increase costs for phone call services (including phone call recordings and other investigative calls). Another issue is that the magistrates will need to set bail on certain crimes within 24 hours. Ms. Horgan reports that the 2025 Correction Academy dates have been determined: 125th Academy from March 24 to April 25, 126th Academy from August 11 to September 12; 127th Academy from September 22 to October 24.
- b. Commissioners Council: Commissioner Pappas reports that the Commissioners Council will meet in January to elect Officers.
- c. County Attorneys: No report
- d. Deeds: Register Stacey explains that Cathy Berube was elected President, Leon Rideout was elected to Vice President. There are five new registers of deeds since the elections.
- e. Sheriffs: No report.
- f. Human Resources: No report.
- g. Administrators: No report.
- h. Nursing Home Administrators: Ms. Horgan explains that the Affiliate recently had their Christmas meeting and will move to in-person meetings.

XIX. Other business

- a. Commissioner Piper explains that the Officers conducted a review of Rumford Management, and the Officers recommended the Rumford contract for approval to the Executive Committee.
- b. Superintendent Henry explains that governor-elect Ayotte has called for a public safety commission, though it currently does not have a seat from the counties on it. There is work to be done to have the counties included.

XX. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. January 3, 2025 (potential to reschedule – awaiting Primex availability after the 8th)
 - ii. February 7, 2025
 - iii. March 7, 2025
 - iv. April 4, 2025
 - v. May 2, 2025
 - vi. June 6, 2025
 - vii. September 5, 2025
 - viii. October 3, 2025
 - ix. November 11, 2025
 - x. December 5, 2025

XXI. Adjournment

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

Minutes prepared by Danielle Duchesne on December 20, 2024.

Minutes approved on January 23, 2025.