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At-Large
Chris Coates
Cheshire County Administrator

At-Large
Ross Cunningham
Merrimack County Administrator

Executive Committee Meeting Minutes
October 3, 2025 at 10:00 AM
Primex

I. Call to order

- a. Register Stacey calls the meeting to order at 10:00 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Richard Leboeuf (virtual), Director Wendy Heath (via Administrator Cunningham proxy), Administrator Chris Coates (via Administrator Kindopp proxy), Director Sheryl Trombly (via Administrator Kindopp proxy), Superintendent Nick Phillips (via Administrator Kindopp proxy), Commissioner Wendy Piper (via Commissioner Pappas proxy), Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Superintendent Chris Brackett (via Commissioner Pappas proxy), Administrator Matt Lagos (via Director Bourque proxy), Director Hilary Snide (via Director Bourque proxy), Commissioner Tom Tombarello (via Superintendent Henry proxy), Superintendent Brian King (virtual), Administrator Louise Belanger (virtual), Administrator Mark Brady (virtual), Director Carrie Klebe (virtual), Commissioner Claudia Stewart, Administrator Kathryn Kindopp, Commissioner Katie Hedberg, Administrator Craig Labore, Commissioner Toni Pappas, Attorney Carolyn Kirby, Administrator Chad Monier, Administrator David Ross, Superintendent Joseph Costanzo, Administrator Ross Cunningham, Administrator Heather Moquin, Commissioner Stuart Trachy, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, Register Cathy Stacey, Director Mary Bourque, County Manager Derek Ferland, and Superintendent Shawn Coughlan of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management. Davis Bernstein of the 50th Anniversary Planning Committee.

II. Pledge of Allegiance

- a. Commissioner Trachy leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (September 5, 2025)

- a. Register Stacey presents the minutes from the September 5, 2025, meeting of the Committee. Superintendent Henry makes a **MOTION** to approve the minutes. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Gold Sponsor Presentation from Amazon Business

- a. Tessa Sullivan, on behalf of Amazon Business, provides an update on the partnership with the Association as it has now been established for 6 months. Ms. Sullivan provides information about local and independent sellers as well as information on how to take advantage of the free Amazon Business Prime offering with the Association.

V. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report. Director Nickerson explains that the finances look good and that the Association is over on revenue for the entire year. Expenses are running as expected. Superintendent Henry makes a **MOTION** to accept the financial report. Administrator Cunningham **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Executive Committee appointments

- a. Merrimack County Superintendent Garrett Jewell has been appointed to the Executive Committee.
- b. Superintendent Garrett Jewell has replaced Superintendent Travis Cushman in Merrimack County. The bylaws do not include instruction on a special election or temporary appointment. Superintendent Henry has volunteered to serve. Commissioner Pappas makes a **MOTION** to elect Superintendent Henry as Bylaws Chair for the remainder of the term. Director Kivikoski **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VII. Merrimack County Superintendent Garrett Jewell nomination to Corrections Board

- a. According to Chapter 200, Section 200-B:1 (c) of the Code of Administrative Rules and Certification Standards for the County Corrections Officers, until the Executive Committee confirms Certification Board appointment, appointees will not have voting rights.
- b. On September 22, 2025, Merrimack County nominated Department of Corrections Superintendent Garrett Jewell to the Corrections Certification Board.
- c. Superintendent Henry makes a **MOTION** to approve the nomination of Superintendent Garrett Jewell to the Certification Board. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Annual Conference

- a. Director Kivikoski explains that sponsorships are largely sold out and almost all programming is posted to the website.
- b. Ms. Duchesne reminds the Committee that the room block closes on October 9.
- c. Register Stacey presents the 2027 Annual Conference contract as recommended by the Officers. Director Kivikoski makes a **MOTION** to approve the contract. Director Nickerson **SECONDS** the **MOTION**. Director Nickerson will share with the Committee the process from 2023 for tax-exempt guest room booking. Language for tax-exempt guest rooms will be included on the website for 2027. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

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

- a. Administrator Ross explains that the next meeting will be Oct. 20. The meeting was postponed so that the Commission may engage with the related study committee.

X. ProShare Market Basket Index – Administrator David Ross

- a. Administrator Ross explains there is a ProShare calculation change in the works. Administrator Ross recommends the inflationary Market Basket Index be removed from the calculation and instead base the calculation on the prior year's costs. A decision is not

needed today, and the Nursing Home Affiliate will further discuss this issue and make a recommendation to the Executive Committee at the November meeting.

XI. State Government updates

- a. Ms. Horgan explains that the 1:00 PM legislative meeting will still happen this afternoon. Ms. Horgan flags a work session for HB 314 (prohibiting use of funds for lobbying activities) on Wednesday, October 8 and invites folks to attend. Ms. Horgan also explains that Councilor Stevens is interested in bail reform, pre-trial services, and electronic monitoring. Ms. Horgan has organized tours for Councilor Stevens with various facilities across the counties.

XII. Affiliate updates

- a. Corrections: Superintendent Costanzo reports that Academy 126 graduated last week and that there will not be another Academy this year. The Affiliate worked to file a body-worn camera bill. The Affiliate will meet next on Tuesday, October 7.
- b. Commissioners Council: The Commissioners Council will meet next during the Annual Conference.
- c. County Attorneys: No report.
- d. Deeds: Register Stacey reports that the Affiliate met last week, focusing on a handful of bills.
- e. Sheriffs: No report.
- f. Human Resources: Director Kivikoski reports that the Affiliate will meet later today.
- g. Administrators: Ms. Horgan explains that the Affiliate is meeting this afternoon and highlights that the Affiliate continues to discuss the Big Beautiful Bill. A reminder for the county raffle baskets for the Annual Conference.
- h. Nursing Home Administrators: Administrator Labore reports that the Affiliate will meet later today.

XIII. Other business

- a. Ms. Horgan explains that the 50th Anniversary Committee will purchase vests for the Executive Committee. Please see Ms. Horgan to select your size so the order can go into production.
- b. Mr. Monahan presents a slide deck that illustrates the timeline and opportunities for the counties with the Rural Health Transformation Fund. Superintendent Henry makes a **MOTION** to authorize the Nursing Home Affiliate to submit a proposal for funding. Administrator Coates **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- c. Superintendent Henry makes a **MOTION** to authorize the nursing Home Affiliate to negotiate with the State following the proposal. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- d. Ms. Duchesne explains that the 50th Anniversary Planning Committee will meet briefly after this meeting.

XIV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. November 11, 2025 (at the Omni Mt. Washington)
 - ii. December 5, 2025
 - iii. Friday, January 9, 2026
 - iv. Friday, February 6, 2026
 - v. Friday, March 6, 2026
 - vi. Friday, April 3, 2026
 - vii. Friday, May 1, 2026
 - viii. Friday, June 12, 2026

- ix. Friday, September 11, 2026
- x. Friday, October 2, 2026
- xi. Friday, December 4, 2026

XV. Adjournment

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

Minutes prepared by Danielle Duchesne on October 3, 2025.

Minutes approved on October 27, 2025.