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Toni Pappas
Hillsborough County Commissioner

Treasurer
Chuck Nickerson
Rockingham County Finance Director

Bylaws Chair
Jason Henry
Rockingham County Superintendent



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Immediate Past President
Wendy Piper
Grafton County Commissioner

At-Large
Chris Coates
Cheshire County Administrator

At-Large
Ross Cunningham
Merrimack County Administrator

Executive Committee Meeting Minutes
January 9, 2026 at 10:00 AM
Primex

I. Call to order

- a. Commissioner Pappas calls the meeting to order at 10:01 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Shelley Richardson (via Superintendent Wetherbee proxy), Director Mary Bourque (via Administrator Lagos proxy), Director Hilary Snide (via Administrator Lagos proxy), Administrator Julie Libby (via Commissioner Hedberg proxy), Commissioner Wendy Piper (via Commissioner Hedberg proxy), Commissioner Martha McLeod (via Commissioner Hedberg proxy), Administrator David Ross (via Commissioner Pappas proxy), Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Commissioner Leslie Feliciano (via Commissioner Pappas proxy), Superintendent Chris Brackett (via Commissioner Pappas proxy), Commissioner Sean Leavitt (via Commissioner Pappas proxy), Register Cathy Stacey (via Director Kivikoski proxy), Commissioner Tom Tombarello (via Director Kivikoski proxy), Administrator Debra Shackett (virtual), Administrator Richard Leboeuf (virtual), Director Linda Matchett (virtual), Administrator Chris Coates (virtual), Director Sheryl Trombly (virtual), Superintendent Ben Champagne (virtual), Superintendent Michelle Wetherbee, Superintendent Brian King, Administrator Kathryn Kindopp, Superintendent Nick Phillips, Commissioner Katie Hedberg, Commissioner Toni Pappas, Superintendent Joseph Costanzo, Administrator Ross Cunningham, Administrator Heather Moquin, Director Wendy Heath, Commissioner Stuart Trachy, Superintendent Garrett Jewell, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, County Manager Derek Ferland, Administrator Matt Lagos, Superintendent Shawn Coughlan of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management. Holly Elsholz, Davis Berstein from the public.

II. Pledge of Allegiance

- a. Superintendent Costanzo leads the Executive Committee in the Pledge of Allegiance.

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

- a. Commissioner Pappas presents the minutes from the December 5, 2025 meeting of the Committee. Superintendent Henry makes a **MOTION** to approve the minutes. Superintendent King **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report. Director Nickerson explains that revenues are over budget for 2025, including \$20,000 in net income on the Conference, resulting in \$37,208 net income for the Association over the year. Superintendent Henry makes a **MOTION** to accept the financial report. Administrator Coates **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Executive Committee appointments

- a. Ms. Horgan explains that Carroll County has one vacancy.

VI. Appointment to the NH Commission for the Deaf and Hard of Hearing

- a. Ms. Horgan explains that the Association has received notice of a vacancy on the NH Commission for the Deaf and Hard of Hearing, per RSA 125-Q.
- b. Following bylaws article IX, Commissioner Pappas nominates Grafton County Assistant Nursing Home Administrator Sabryna Priest to serve as the representative on the Commission for the Deaf and Hard of Hearing.
- c. Administrator Kindopp makes a **MOTION** to approve of Commissioner Pappas' nomination of Sabryna Priest to serve as the representative on the NH Commission for the Deaf and Hard of Hearing. Administrator Lagos **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VII. Awards Committee formation

- a. Register Stacey called 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 is 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 were taken from the floor at the December meeting: Commissioner Claudia Stewart (Cheshire), Superintendent Ben Champagne (Coos), Commissioner Toni Pappas (Hillsborough), Director Wendy Heath (Merrimack), Director Alison Kivikoski (Rockingham), Administrator Ray Bower (Strafford). Since the December meeting, Holly Elsholz has volunteered to serve as Grafton's representative. The following counties still need a representative: Belknap, Carroll, and Sullivan.
- c. Superintendent Henry makes a **MOTION** to approve the slate presented. Commissioner Trachy **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Finance Committee

- a. The Executive Committee approved all but one member to serve on the Finance Committee at the December 5, 2025 meeting. Commissioner Tom Tombarello has volunteered to fill the final spot.
- b. Superintendent Henry makes a **MOTION** to approve Commissioner Tom Tombarello to the Committee with a term expiring in December 2027. Administrator Kindopp **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IX. SAU Discussion with Superintendent Malay

- a. Ms. Horgan announces that Superintendent Malay is going to join the next Legislative Committee meeting.

X. Certification Board Bylaws Update – Superintendent Jason Henry

- a. Following Association bylaws section III.1.b., the Executive Committee must review and vote on bylaws changes. Superintendent Henry presents the recent revisions highlighting the election of the Chair. Director Kivikoski makes a **MOTION** to approve the revised bylaws. Administrator Kindopp **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent. Seeing no objection, the **MOTION PASSES**.
- b. Superintendent Henry asks if the Association could advertise for the Corrections Academy Coordinator position. Administrator Cunningham makes a **MOTION** for the Association to advertise for the Corrections Academy Coordinator. Director Nickerson **SECONDS**. Commissioner Pappas invokes unanimous consent. Seeing no objection, the **MOTION PASSES**.

XI. Legislative Conference

- a. Ms. Duchesne explains that the Association has signed with the Grappone Center for February 24 for the Legislative Conference. Ms. Horgan highlights the speakers and topics that she's confirmed, noting that the session descriptions are available online at <https://www.nhcounties.org/legislativeconference>. A save the date, one-on-one sponsor recruitment, cold sponsor outreach, and registration information have been sent out.

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

- a. Administrator Labore reports that the next meeting is on March 30.

XIII. State Government updates

- a. Ms. Horgan reports that the Association's advocacy efforts against the lobbying bill HB 314 have been successful and the bill has been deemed inexpedient to legislate. Next week, there are 25 bills that need letters or sign-in. Ms. Horgan highlights some of next week's priorities: Tuesday is county day in Municipal and County Committee, HB 1044, HB 1693, HB 1160, HB 1242, HB 1205, HB1436, SB 573, HB1788, and HB 1609 will all be featured in hearings.
- b. Ms. Horgan presents the bill position recommendations from the Legislative Committee. Superintendent Henry makes a **MOTION** to accept the bill position recommendations from the Legislative Committee and allow for the Legislative Committee to make changes to bill positions as needed. Superintendent King **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- c. Ms. Duchesne asks that anyone traveling to Washington, DC for the National Association of Counties' Legislative Conference should let her know. Commissioner Pappas and Register Stacey have already noted their participation.

XIV. Affiliate updates

- a. Corrections: Superintendent Costanzo explains that Hillsborough County will hold the next Corrections Academy. Superintendent Henry explains that the Academy Room may need to move locations in 2027.
- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.

- f. Human Resources: Director Kivikoski reports that the Affiliate will meet in-person every-other month.
- g. Administrators: No report.
- h. Nursing Home Administrators: Administrator Labore reports that the Affiliate will meet after this meeting of the Executive Committee.

XV. Other business

- a. No other business.

XVI. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, February 6, 2026
 - ii. Friday, March 6, 2026
 - iii. Friday, April 3, 2026
 - iv. Friday, May 1, 2026
 - v. Friday, June 12, 2026
 - vi. Friday, September 11, 2026
 - vii. Friday, October 2, 2026
 - viii. Friday, December 4, 2026

XVII. Adjournment

- a. Superintendent Henry makes a **MOTION** to adjourn the meeting. Director Kivikoski **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on January 9, 2026.

Minutes approved on February 6, 2026.