

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

1.20.2023 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: Commissioner Omer Ahern, Jr., Director Mary Bourque, Commissioner Brian Chirichiello, Administrator Chris Coates, Treasurer Suzanne Collins, Administrator Ross Cunningham, Superintendent Travis Cushman (via Administrator Cunningham proxy), Commissioner Robert Englund (via Administrator Coates proxy), Administrator Derek Ferland, Administrator Jennifer Fish, Superintendent Jason Henry (via Director Nickerson proxy), Administrator Kathryn Kindopp (via Director Trombly proxy), Attorney Carolyn Kirby, Director Sara Lewko, Administrator Julie Libby, Commissioner Martha McLeod, Administrator Laura Mills, Administrator Chad Monier, Administrator Heather Moquin (via Administrator Cunningham proxy), Director Chuck Nickerson, Commissioner Toni Pappas, Commissioner Wendy Piper, Administrator David Ross, Commissioner Bob Rowe, Register Cathy Stacey (via Director Nickerson proxy), Commissioner Stuart Trachy, Director Sheryl Trombly, Treasurer Chuck Weed (via Administrator Coates proxy) of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group. Commissioner Michael Soucy and Commissioner Steve Goddu of the public.

II. Pledge of Allegiance

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

III. Approval of past meeting minutes (December 2, 2022)

- a. Commissioner Piper presents the minutes from the December 2, 2022, meeting of the Committee. Director Nickerson proposes two edits: to change the call to order time from PM to AM and to change “Amy Basset” to “Amy Bassett.” Director Lewko makes a **MOTION** to approve the minutes with amendments.

Administrator Ross **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Financial Update – Chuck Nickerson

- a. Director Nickerson provides a financial update as prepared by Treasurer Collins and explains that a net positive of about \$8,000 has been added to the fund balance. Commissioner Rowe makes a **MOTION** to accept the financial report. Administrator Coates **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- b. Director Nickerson explains that the Finance Committee will meet after the conclusion of the Executive Committee meeting.

V. Executive Committee appointments

- a. Commissioner Piper reviews the Executive Committee appointments as submitted in advance of the meeting:
 - i. Belknap
 - 1. Will be provided after the January 30 meeting of the Board of Commissioners.
 - ii. Carroll
 - 1. No letter submitted.
 - iii. Cheshire
 - 1. No letter submitted.
 - iv. Coos
 - 1. Administrator Lynn Beede
 - 2. Superintendent Ben Champagne
 - 3. Treasurer Suzanne Collins
 - 4. Administrator Jennifer Fish
 - 5. Administrator Laura Mills
 - v. Grafton
 - 1. Commissioner Omer Ahern, Jr.
 - 2. Administrator Craig Labore
 - 3. Administrator Julie Libby
 - 4. Commissioner Wendy Piper
 - 5. Commissioner Martha McLeod
 - vi. Hillsborough
 - 1. Commissioner Toni Pappas
 - 2. Attorney Carolyn Kirby
 - 3. Administrator Chad Monier
 - 4. Administrator David Ross
 - 5. Commissioner Bob Rowe
 - vii. Merrimack
 - 1. Administrator Ross Cunningham
 - 2. Administrator Heather Moquin
 - 3. Director Sara Lewko
 - 4. Commissioner Stuart Trachy
 - 5. Superintendent Travis Cushman

- viii. Rockingham
 - 1. Commissioner Brian Chirichiello
 - 2. Superintendent Jason Henry
 - 3. Director Alison Kivikoski
 - 4. Director Chuck Nickerson
 - 5. Register Cathy Stacey
- ix. Strafford
 - 1. Administrator Ray Bower
 - 2. Commissioner George Maglaras
 - 3. Commissioner Deanna Rollo
 - 4. Commissioner Robert Watson
 - 5. Dr. Tory Jennison
- x. Sullivan
 - 1. Commissioner Bennie Nelson
 - 2. County Manager Derek Ferland
 - 3. Administrator Matt Lagos
 - 4. Director Mary Bourque
 - 5. Director Hilary Snide

VI. Annual Conference

- a. Ms. Duchesne explains that the Association is working with Cheshire County on the division of work. Administrator Coates explains that he has met with the 2022 host county, Merrimack County, to review host county efforts in conference planning and execution.
- b. Administrator Coates presents the Annual Conference venue contract with the Manchester DoubleTree Downtown. Administrator Cunningham makes a **MOTION** to approve the contract. Attorney Kirby **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- c. Administrator Cunningham makes a **MOTION** to direct the President of the Association to negotiate a contract for the 2023 Annual Conference work with Rumford Management. Director Nickerson **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VII. New Hampshire Retirement System Board of Trustees

- a. Administrator Coates explains that he has submitted a letter of resignation to Governor Sununu from his position as trustee from the New Hampshire Retirement System Board. Administrator Coates' last meeting on the Board will be in February. Ms. Horgan explains that the Association will not receive a formal letter of request for a nominee to fill the position; however, the Association may submit a recommendation for the position. The recommendation vote should be held at the February meeting of the Executive Committee.

VIII. County-State Finance Committee update – David Ross

- a. Administrator Ross explains that the Committee has not met and does not have a future meeting scheduled at this time.
- b. Commissioner Piper explains that, because Commissioner Linda Lauer has left her position as Commissioner, a seat on the County-State Finance Committee will need to be filled. Commissioner Piper opens the call for volunteers and nominations for the seat and explains that a vote on the position will be taken at the next meeting of the Executive Committee.

IX. State Government updates

- a. Regarding HB 186, Ms. Horgan explains that Hillsborough County and Rockingham County may reach the 1 ton maximum of food waste per week, but Administrator Ross explains he will look into the county's waste amount to determine if the bill would apply to county facilities.
- b. Ms. Horgan explains the process of the Legislative Committee to review bills and indicate a level of priority and actions. Ms. Horgan explains that an additional document, the regular Legislative Report she prepares every week, was also made available to the Executive Committee. It includes sections, such as "on the floor this week," "hearings next week," and "in committee last week."
- c. Horgan presents the Legislative Committee's recommendations for the approach to proposed legislative bills. Commissioner Pappas makes a **MOTION** to approve the Legislative Committee's recommendations. Commissioner Chirichiello **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- d. Mr. Monahan explains the payer-provider paradox subcommittee.
- e. Administrator Ferland suggests a more proactive approach to taking positions on bills as any delay may impact the Association's ability to advocate on bills early on. Ms. Horgan explains that the New Hampshire Municipal Association adopts broad policy ideals, and the Association staff makes decisions on how to act on bills as needed following those broad positions.
- f. Commissioner Chirichiello suggests that the Association should host a meal event at the State House for lawmakers to attend. Ms. Horgan explains that there is a budget line for a Governor and Executive Council breakfast that could be repurposed if so desired.
- g. There is discussion to create a document for use by counties for lawmakers. Director Lewko suggests a weekly document that outlines suggested actions for lawmakers. Commissioner Piper suggests that the Dupont Group staff come up with the best approach and present it at the next Legislative Committee meeting.

X. Affiliate updates

- a. Corrections: No report.
- b. Commissioners Council: Commissioner Pappas explains that the Commissioners Council elected officers during a meeting on January 6, 2023.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.
- f. Human Resources: Director Lewko explains that it has been difficult to schedule in-person meetings.

- g. Administrators: No report.
- h. Nursing Homes: Administrator Ross explains that the Affiliate is continuing to meet weekly and has been discussing COVID-19 outbreak status and other issues.

XI. Other business

- a. Ms. Duchesne explains that the county administrators are working to update the county directory, which will be hosted on the Association's website once completed. The following counties still need to confirm their directory listings: Belknap County, Carroll County, Hillsborough County, Rockingham County, Strafford County, and Sullivan County.
- b. Director Nickerson notes that the US Department of Energy grant application portal has opened.
- c. Ms. Horgan asks that those going to the National Association of Counties' Legislative Conference reach out to Ms. Duchesne so she may have a headcount for scheduling Congressional meetings.

XII. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, February 10
 - ii. Friday, March 10
 - iii. Friday, April 21
 - iv. Friday, May 19
 - v. Friday, June 16
 - vi. Friday, September 22
 - vii. Friday, October 20
 - viii. Friday, November 17
 - ix. Friday, December 15

XIII. Adjournment

- a. Commissioner Chirichiello makes a **MOTION** to adjourn the meeting. Attorney Kirby **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on January 20, 2023.

Minutes approved on February 10, 2023.