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At-Large
Ross Cunningham
Merrimack County Administrator

Executive Committee Meeting Minutes
June 6, 2025, at 10:00 AM
Primex

I. Call to order

- a. Commissioner Pappas calls the meeting to order at 10:08 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Register Cathy Stacey (virtual), Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner Katie Hedberg (via Administrator Labore proxy), Administrator Julie Libby (via Administrator Labore proxy), Commissioner Martha McLeod (via Administrator Labore proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Commissioner Joe Pitre (via Commissioner Pappas proxy), Superintendent Chris Brackett (via Commissioner Pappas proxy), Carrie Conway (via Commissioner Pappas proxy), Commissioner Wendy Piper (via Register Stacey proxy), Superintendent Brian King (via Superintendent Wetherbee proxy), Administrator Debra Shackett (virtual), Administrator Chris Coates (virtual), Superintendent Ben Champagne (virtual), Superintendent Michelle Wetherbee, Administrator Richard Leboeuf, Commissioner Claudia Stewart, Administrator Kathryn Kindopp, Director Sheryl Trombly, Administrator Craig Labore, Commissioner Toni Pappas, Attorney Carolyn Kirby, Administrator Chad Monier, Administrator David Ross, Superintendent Joseph Costanzo, Administrator Ross Cunningham, Administrator Heather Moquin, Director Wendy Heath, Commissioner Stuart Trachy, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, County Manager Derek Ferland, Superintendent Shawn Coughlan, Director Hilary Snide of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management. Ms. Chatal Dja Konan and Corporal Manghan of the public.

II. Pledge of Allegiance

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

III. Approval of past meeting minutes (May 2, 2025)

- a. Commissioner Pappas presents the minutes from May 2, 2025, meeting of the Committee. Superintendent Henry makes a **MOTION** to approve the minutes. Administrator Cunningham **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 expenses and revenues are coming in as expected, though due to a rent increase for the Academy, the budget will be over in that line. No expenses appear to be out of alignment. Superintendent Henry makes a **MOTION** to accept the financial report. Administrator Cunningham **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Executive Committee appointments

- a. No updates – still one vacancy for Coos County and one vacancy for Carroll County.

VI. NH Traffic Safety Commission

- a. A representative from the New Hampshire Department of Safety reached out to the Association to select a nominee for the Association seat on the NH Traffic Safety Commission. The past seat holder, Rockingham County Attorney Patricia Conway, will not seek another term. Commissioner Pappas calls for volunteers. No volunteers come forward. Ms. Horgan will reach out for a volunteer.

VII. Corrections Academy Room Lease

- a. Ms. Horgan presents the lease contract as approved by the Officers and notes that the only substantive changes are to the price and pay schedule, an increase of \$400 and instead of bi-annual payment, annual payment. Attorney Kirby points out a discrepancy in CPI versus 11%. Superintendent Henry makes a **MOTION** to sign the contract with an amendment that removes the discrepancy. Director Kivikoski **SECONDS** the **MOTION**. Superintendent Henry explains that the rented space is essential to the Academy and works well for it. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Annual Conference

- a. Director Kivikoski reports that the 50th Anniversary Planning Committee continues to focus on fundraising. Director Kivikoski also explains that a number of sponsors will participate in an energy efficiency panel as a number of organizations have asked to include a breakout session as part of their sponsorship. Director Kivikoski calls for folks to reach out to their vendors or supply their contacts to the 50th Anniversary Planning Committee.
- b. Ms. Duchesne explains that early bird registration is open through mid-September; the hotel room block is open for booking, and awards nominations will close in three weeks, June 27.
- c. Director Snide brings up the question about children attending the Conference. During the Officer meeting, the following language was agreed upon: “Anyone attending the Conference must be registered. Though children are allowed on-site, children are not allowed at Association events.”

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

- a. Administrator Ross explains that the Committee met this week and notes that the cap has increased to 3%, but the FMAP credit has been retained. The Committee would like to see the nursing home CFI utilization increase, though those numbers appear to be flat. The Committee is investigating strategies to increase utilization. Notes that counties should review their ProShare estimates thoroughly to avoid funding claw backs.

X. State Government updates

- a. Regarding the budget, Ms. Horgan explains that the bed moratorium has stayed out of HB 2; the Association successfully advocated to get rid of 3% Medicaid rate reduction; maintained the Director Nickerson bill; changed DEI language; though the county cap did not stay at 2% and instead was increased to 3%; group 2 retirement remains in the budget

with a summary of what it all means coming later today to the Corrections Affiliate ; there is a study committee in HB 2 that requires an investigation of Step 2 of Managed Care and includes Long Term Care Supports & Services and Developmental Disability population and Ms. Horgan recommends that county representatives are present at every study committee meeting.

- b. Mr. Monahan explains that there is an appropriation to deal with the hospital discharge backlog. Mr. Monahan explains that net metering provisions have been removed from the Senate version of the budget.
- c. Ms. Horgan highlights some changes that occurred this week: HB 316 has been amended to match SB 245; HB 560 now includes SB 123; HB 712 now includes SB 37; HB 612 now includes SB 169. Ms. Horgan explains that the insurance risk pool bill (SB 297) would create a policy where Primex and SchoolCare can operate under the Secretary of State's office and HealthTrust could go under the Department of Insurance.

XI. Affiliate updates

- a. Corrections: Superintendent Costanzo reports that the Superintendents Affiliate met last month and discussed sanctuary bills. The Affiliate will forgo their meeting in June. Superintendent Henry discusses a supervisor training to be held with Primex. Primex is advising changes to the Corrections Board bylaws. Superintendent Henry explains that the current Academy Coordinator, Henry Raymond, has been let go and that the Board plans to find a new strategy to manage the Correction Academies.
- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: Register Stacey reports that the Affiliate will meet next on June 24.
- e. Sheriffs: No report.
- f. Human Resources: Director Snide explains that the Affiliate will not meet in June.
- g. Administrators: Ms. Horgan explains that the administrators will meet next with the nursing home administrators and Senator Shaheen's office on June 13th. Administrator Coates asks if the Association should pen a letter that outlines federal policy concerns to the federal delegation on northern borders, PELL grants, Medicaid, and other issues. The Committee agrees that Association staff can draft a letter for Register Stacey's signature. Ms. Horgan asks that anyone with specific examples send them to her for inclusion in the letter.
- h. Nursing Home Administrators: Administrator Labore explains that the Affiliate will meet immediately following the Executive Committee meeting.

XII. Other business

- a. Ms. Horgan reminds the group that the free Amazon Business Prime webinar is coming up on June 13. Please register in advance at https://us02web.zoom.us/webinar/register/WN_R6lSQ9GNToydRCcWDjzNVw.

XIII. Next meeting

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

- xii. Friday, October 2, 2026
- xiii. Friday, December 4, 2026

XIV. Adjournment

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

Minutes prepared by Danielle Duchesne on June 6, 2025.

Minutes approved on September 5, 2025.