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Rockingham County Commissioner

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Cheshire County Commissioner

At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Cathy Stacey
Rockingham Register of Deeds

11.4.2022 Officers Meeting Minutes

9:15 AM

Old Merrimack County Courthouse
163 N Main Street, Concord, NH

- I. Call to order**
 - a. Commissioner Piper calls the meeting to order at 9:21 AM finding a quorum fit to conduct business.
 - b. Horgan calls the roll of those present: Treasurer Sue Collins, Commissioner Toni Pappas, Commissioner Wendy Piper, Registrar Cathy Stacey (via Commissioner Wendy Piper proxy), Commissioner Tom Tombarello (via Superintendent Jason Henry proxy) of the NH Association of Counties Officers; Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group.
- II. Approval of past meeting minutes – October 3, 2022**
 - a. Commissioner Piper presents the minutes from the October 3, 2022, meeting of the Officers. Superintendent Henry makes a **MOTION** to approve the minutes. Treasurer Collins **SECONDS** the **MOTION**. Commissioner Pappas asks for clarification regarding the Hillsborough Corrections Academy invoicing process. Superintendent Henry explains that the Association does not invoice Hillsborough for cadets until Hillsborough submits cadets for certification, which typically occurs one year after completion of the relative Academy. Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- III. Financial update**
 - a. Treasurer Collins presents the financial report and explains that the balance of the Hillsborough dues is on its way to the Association. Treasurer Collins poses a question regarding the number of counties participating in the NextEra program as the revenues appeared lower than usual. Horgan will follow up with those low to no revenue counties. Treasurer Collins explains that the Conference revenues look good and that the report provided has been prepared on a cash basis. Commissioner Pappas makes a **MOTION** to accept the financial report as presented. Superintendent Henry **SECONDS** the **MOTION**. Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- IV. National Association of Counties (NACo) Professional Development Academy contract**
 - a. Piper presents the contract from NACo and explains that there is a price increase for the NACo High Performance Leadership Academy (PDA) and the NACo Cybersecurity Leadership Academy. NACo and PDA will maintain a \$1,000 scholarship for every person enrolled in the Academy so no county will pay more than \$1,995 per enrollee

through 2023. With the price adjustment, a new partnership agreement addendum to reflect the price change will need approval to maintain the scholarship benefit.

Commissioner Piper explains that she feels comfortable recommending the contract to the Executive Committee knowing that grammatical edits will be made to the contract.

- b. Commissioner Pappas makes a **MOTION** to recommend the contract to the Executive Committee. Treasurer Collins **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Executive session

- a. Duchesne, Horgan, and Monahan leave the meeting room.
- b. At 9:31 AM Superintendent Henry makes a **MOTION** to enter a non-public session under RSA 91: A 3, II(a) or (c). Commissioner Pappas **SECONDS** the **MOTION**. A voice vote is taken, and all are in favor of the **MOTION**, the **MOTION PASSES**.
- c. At 9:52 AM Commissioner Pappas makes a **MOTION** to close the non-public session. Superintendent Henry **SECONDS** the **MOTION**. A voice vote is taken, and all are in favor of the **MOTION**, the **MOTION PASSES**.
- d. Superintendent Henry makes a **MOTION** to seal the minutes. Commissioner Pappas **SECONDS** the **MOTION**. A voice vote is taken, and all are in favor of the **MOTION**, the **MOTION PASSES**.

VI. Other business

- a. No other business.

VII. Next meeting

- a. The next meeting will be on December 2 at 9:00 AM at the Old Merrimack County Courthouse.

VIII. Adjournment

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

Minutes prepared by Danielle Duchesne on November 4, 2022.

Minutes approved on December 2, 2022.