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Rockingham County Register of Deeds



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Concord, NH 03301

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Ross Cunningham
Merrimack County Administrator

Bylaws Chair
Alison Kivikoski
Rockingham County Senior Director of
Human Resources

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Executive Committee Meeting Minutes
April 3, 2026 at 10:00 AM
Primex

I. Call to order

- a. Register Stacey calls the meeting to order at 10:01 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Commissioner Claudia Stewart (via Administrator Coates proxy), Director Sheryl Trombly (via Administrator Coates proxy), Superintendent Nick Phillips (via Administrator Coates 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), Commissioner Wendy Piper (via Holly Elsholz proxy), Administrator David Ross (virtual attendance, via Commissioner Pappas proxy), Administrator Carina Park (virtual), Administrator Chris Coates (virtual), Administrator Kathryn Kindopp (virtual), Commissioner Katie Hedberg (virtual), Commissioner Martha McLeod (virtual), Director Mary Bourque (virtual), Superintendent Michelle Wetherbee, Administrator Richard Leboeuf, Superintendent Brian King, Superintendent Ben Champagne, Director Carrie Klebe, Commissioner Toni Pappas, Superintendent Joseph Costanzo, Administrator Ross Cunningham, Administrator Heather Moquin, Director Wendy Heath, Superintendent Garrett Jewell, Superintendent Jonathan Banville, Director Alison Kivikoski, Director Chuck Nickerson, County Manager Derek Ferland, Administrator Matt Lagos, Superintendent Shawn Coughlan Director Hilary Snide of the NHAC Executive Committee. Holly Elsholz of the public. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management.

II. Pledge of Allegiance

- a. Director Kivikoski leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (March 6, 2026)

- a. Register Stacey presents the minutes from the March 6, 2026, meeting of the Committee. Director Nickerson makes a **MOTION** to approve the minutes. Administrator Cunningham **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. 2025 Annual Conference Gold Sponsor HealthTrust Presentation

- a. Mr. David Salois presents a brief overview of HealthTrust and their continued support of the Association at the 2026 Annual Conference.

V. Financial update – Chuck Nickerson

- a. Director Nickerson presents the financial report and explains that revenues continue to look good with already about 50% of conference sponsorships received. The Corrections Academy is already showing revenue, and the Professional Development Academy enrollment (and subsequent return) continues to slowly increase. On the expense side, there will be an increase of \$10 per month for IT services for the Association. Director Nickerson explains that there are a few uncashed checks that he will follow up on. Administrator Cunningham makes a **MOTION** to accept the financial report. Superintendent Costanzo **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Executive Committee appointments

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

VII. Bylaws Committee

- a. Register Stacey announces that there are two vacancies on the Committee. She asks that any volunteer connect with her before the next meeting of the Executive Committee.

VIII. Annual Conference

- a. Ms. Holly Elsholz explains that the County Cup planning is in the works, there are roughly 45 registrants so far, and that programming for the breakout and plenary sessions are in the works. She also reminds the committee that awards nomination are open and will close in June.
- b. Ms. Duchesne explains that only 12 exhibit tables are available and asks that committee members engage with their interested vendor partners as all sponsorship information is available online.
- c. Director Kivikoski asks if there are additional options for guests to attend the Conference and only some meals. Ms. Horgan explains that the registration rate helps to cover the cost of food, but that food per person is actually more expensive than the price for registration. Though there are not special tickets just for guests or certain meals, there are full conference, single-day, and Awards Dinner only tickets available. This item is evaluated during the development of the conference every year and will be reexamined for the 2027 conference.

IX. County College

- a. Ms. Horgan explains that she developed a program for county delegates, and other officials, to engage with the Association and the counties (via the Association) with requirements such as conference attendance, department head meetings, and special trainings at conferences. Graduations will occur at the awards dinner featuring a lapel pin to raise visibility and exhibit the partnership between the graduate and the Association.

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

- a. Administrator Ross explains that the committee met this week and reviewed the change of ownership for interim rates and how that has impacted facilities. The Committee is monitoring year-over-year growth in the State budget for nursing home facility and other long-term care costs. It is projected that by fiscal year 2029 the State will be at a 50/50 split between county payments and State general funds to fund the non-federal share of long-term care costs. The committee is analyzing the current utilization rates of community services versus facility services and hopes to shift more utilization to community services.

XI. Rural Health Transformation Grant updates

- a. Mr. Monahan explains that New Hampshire had a successful application process with the federal government, obtaining about \$250 million per year for 5 years. A new State agency, GO-NORTH, contracted the distribution of funds with six subcontractors. There are carve-outs for 2 county facilities focusing on rehabilitation, pending application. David Chorny of GO-NORTH will join the Executive Committee meeting in May to talk about the application process that is anticipated to launch in May. Mr. Monahan explains that there is an opportunity to get more money in the future for as states may apply for other states' unused and returned funds.

XII. State Government updates

- a. Ms. Horgan explains that SB 1064, regarding liability for government units, is too broad as-written and asks for committee members to call their county delegates on the matter. Ms. Horgan also highlights SB 1788, regarding diversity, equity, and inclusion language in contracts as immediately void. The bill also requires unqualified immunity which is a concern for county governments. Ms. Horgan highlights the following bills with hearings next week: SB 538, SB 495, SB 1236, HB 1003, and HB 1491.

XIII. Affiliate updates

- a. Corrections – Superintendent Shawn Coughlan/ Superintendent Costanzo: Register Stacey introduces the new Rockingham County superintendent, Jonathan Banville. Superintendent Costanzo explains that a Corrections Academy is currently underway.
- b. Commissioners Council – Commissioner George Maglaras: No report.
- c. County Attorneys – Martha Ann Hornick: No report.
- d. Deeds – Register Cathy Berube: No report.
- e. Sheriffs – Sheriff William Wright: No report.
- f. Human Resources – Director Kim May: Director Kivikoski explains that the Affiliate will meet next in May.
- g. Administrators: Administrator Ross explains that the group is meeting later today. Nursing Home Administrators – Administrator Craig Labore: No report.

XIV. Other business

- a. Superintendent King explains an emerging issue where driving cadets to the Academy incurs massive overtime expenses due to driving. Director Snide explains that the same issue is emerging in their county. Superintendent Champagne explains that Coos County houses cadets at Merrimack County. Agreement to have Primex join a Superintendents Affiliate meeting for guidance on the issue.

XV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, May 1, 2026
 - ii. Friday, June 12, 2026 (Rockingham County, 102 North Road, Brentwood)
 - iii. Friday, September 11, 2026
 - iv. Friday, October 2, 2026
 - v. Friday, November 10, 2026 (Omni Mt. Washington)
 - vi. Friday, December 4, 2026

XVI. Adjournment

- a. Director Nickerson makes a **MOTION** to adjourn the meeting. Ferland **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes approved on May 1, 2026.