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Grafton County Commissioner

At-Large
Chris Coates
Cheshire County Administrator

At-Large
Ross Cunningham
Merrimack County Administrator

Executive Committee Meeting Minutes
September 5, 2025 at 10:00 AM
Primex

I. Call to order

- a. Commissioner Pappas calls the meeting to order at 10:00 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator David Ross (virtual & via Commissioner Pappas proxy), Director Alison Kivikoski (via Director Nickerson proxy), Administrator Heather Moquin (via Administrator Cunningham proxy), Commissioner Stuart Trachy (via Administrator Cunningham proxy), Superintendent Travis Cushman (via Administrator Cunningham proxy), Administrator Ray Bower (via Commissioner Pappas 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), Director Linda Matchett (virtual), Administrator Mark Brady (virtual), Director Carrie Klebe (virtual), Superintendent Michelle Wetherbee, Superintendent Brian King, Administrator Chris Coates, Commissioner Claudia Stewart, Administrator Kathryn Kindopp, Director Sheryl Trombly, Commissioner Katie Hedberg, Administrator Julie Libby, Commissioner Wendy Piper, Commissioner Martha McLeod, Commissioner Toni Pappas, Attorney Carolyn Kirby, Administrator Chad Monier, Superintendent Joseph Costanzo, Administrator Ross Cunningham, Director Wendy Heath, Superintendent Jason Henry, Director Chuck Nickerson, Director Mary Bourque, County Manager Derek Ferland, Administrator Matt Lagos, Superintendent Shawn Coughlan, Director Hilary Snide, Commissioner Tom Tombarello (via Director Nickerson proxy) of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management.

II. Pledge of Allegiance

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

III. Approval of past meeting minutes (June 6, 2025)

- a. Commissioner Pappas presents the minutes from the June 6, 2025, meeting of the Committee. Henry makes a **MOTION** to approve the minutes. Cunningham **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Presentation with Jacob Holdaway, Public Surplus Liaison to NACo State Associations

- a. Mr. Holdaway joins virtually and presents on Public Surplus, the largest government auction service in the country. Mr. Holdaway explains that Public Surplus has relations with other states' county associations and would like to partner with NH Association of Counties. The partnership is free but includes a 10% share of the revenue to Public Surplus. At the recommendation of the Committee, Ms. Horgan will explore the partnership and provide an update in October.

V. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report. Director Nickerson highlights the success of the sponsorship revenues from the Conference. Everything is trending as it should as far as expenses across the budget, but for a number of small items such as the QuickBooks subscription and National Conference of Association extra meal expenses. Commissioner Piper makes a **MOTION** to accept the financial report. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Executive Committee appointments

- a. Coös County Commissioners have appointed Finance Director, Carrie Klebe, to fill the vacant Coos position on the Executive Committee.

VII. 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. No volunteers came forward during the June 6 meeting of the Executive Committee. On June 9, Strafford County Attorney Emily Garod volunteered for the position. Following the bylaws process for political appointments, Commissioner Pappas nominates Attorney Garod to the NH Traffic Safety Commission. Commissioner Pappas makes a **MOTION** to accept the nomination. Attorney Kirby **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. NH Suicide Prevention Council

- a. Cheshire County Superintendent Doug Iosue is retiring and will vacate the county corrections seat on the NH Suicide Prevention Council. Belknap County Superintendent Wetherbee has volunteered to fill the seat. Following the bylaws, Commissioner Pappas nominates Superintendent Michelle Wetherbee to the NH Suicide Prevention Council. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IX. County-State Finance Commission

- a. Commissioner Shurtleff has to step down from the County-State Finance Commission due to other obligations. Commissioner Tombarello has volunteered to fill the position. Following the bylaws process for political appointments, Commissioner Pappas nominates Commissioner Tombarello to the County-State Finance Commission. Monier makes a **MOTION** to accept the nomination. Administrator Coates **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- b. Administrator Ross provides an update on the Commission's recent activity. The Commission last met in June and is monitoring utilization, CFI population, and Medicaid growth not keeping pace with the population. The Commissioner will update the County-State Finance statute. Administrator Ross also notes that the Managed Care Study Committee will provide a report on October 1, 2025. Atypical rates have increased substantially this year.

X. National Association of Counties' Annual Conference debrief – Commissioner Pappas

- a. Debrief of NACo Annual Conference by Commissioner Pappas, Commissioner Piper, Commissioner Hedberg, and Administrator Coates.
- b. Administrator Coates met with WBCP (Public Promise Procurement) during the NACo Annual Conference to understand their services. Administrator Coates explains that WBCP can assist with recruitment for challenging positions. These services are available as part of the master agreement with NACo and can be utilized by any county.

XI. NACo Edge and High Performance Leadership Academy contract

- a. Ms. Horgan presents the contract as recommended by the Officers. Director Nickerson makes a **MOTION** to approve the contract. Administrator Cunningham **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XII. Renew Endorsement of the NACo Live Healthy Prescription Discount Program

- a. Ms. Horgan presents the contract as recommended by the Officers. Superintendent Henry makes a **MOTION** to approve the contract. Director Nickerson **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XIII. Annual Conference

- a. Director Snide reports that 140 people are registered so far for the Conference. Early bird registration closes in two weeks, at the end of the day on Friday, September 19. The 50th Anniversary Planning Committee raised \$124,900 with 47 sponsors. All sponsorship items are sold out except for the \$600 Supporter level. Sponsorship revenues have exceeded the Conference budget. Ms. Duchesne will work with the hotel for a total event estimate to ensure planned expenses still fit within the budget.
- b. Ms. Duchesne reminds the Committee about the new awards ceremony process – where all counties will come to the stage as called and, once on the stage, individual awards will be announced and a group photo will be taken at the end.
- c. Commissioner Pappas presents the Still Kickin' band contract as approved by the Officers. Superintendent Henry makes a **MOTION** to approve the contract. Director Nickerson **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- d. Ms. Horgan presents the TD Bank contract as approved by the Officers. Administrator Cunningham makes a **MOTION** to approve the contract. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Pappas invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XIV. State Government updates

- a. Ms. Horgan explains that bill filing is open and discusses the procedure for the 2026 session with 1 Granite Place. Mr. Monahan explains that the State operating budget was passed and signed into law. There is a \$52 million back-of-the-budget cut for DHHS that will need to be addressed. Revenues are lower than expected. Medicaid expansion will reduce its population due to federal changes. The Big Beautiful Bill covers a lot of topics. The bill adds a work requirement for those on Medicaid, while there is a lower impact on long-term services and support, but other requirements could take away resources from other long-term services and support redeterminations. Included in the budget is a \$3 million appropriation to address the backlog in long-term services and support with a request for proposal going out in September. Also included in the bill is a provision to reduce provider taxes but it does not impact MQUIP and the bed tax at this time. There is

\$50 billion for rural healthcare providers that is divided equally across the states, \$100 million a year for the next 5 years for New Hampshire.

XV. Affiliate updates

- a. Corrections: Superintendent Costanzo reports that the Superintendent Affiliate met on August 15, 2025. The Affiliate would like to include county corrections in the body-worm cameras statute. The Affiliate is working on another bill to address police department drop-offs. The 127th Academy is graduating on Friday. Superintendent Henry is looking to extend the PTSD Commission to include mental health, early access, etc. to go across all academies.
- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.
- f. Human Resources: Director Snide reports that the Affiliate will meet later today.
- g. Administrators: No report.
- h. Nursing Home Administrators: Administrator Lagos reports that the Affiliate will meet today.

XVI. Other business

- a. County Manager Derek Ferland provides a report from the NACo Counties for Housing Solutions NH Cohort. This program offered 12 weeks of technical assist from NACo for Sullivan, Cheshire and Grafton counties. County manager Ferland reports that there was robust process to evaluate buildings on county property, address funding opportunities, and engagement. County manager Ferland notes that cottage programs that are early in the process that might work well for retention and recruitment, pending the political will to do so.
- b. Director Matchett (Carroll) resigned from the 50th Anniversary Planning Committee. No nomination required as this has become an informal body.
- c. The National Association of Counties recognized the Grafton County Registry of Deeds Records Enhancement Plan as a 2025 Achievement Award Winner. The three-prong plan was developed in response to the ARPA primary goals and guidelines of protection of public health and public employee health. The first process was the professional scanning by US Imaging of the years of written records, 1870-1930, which had not been scanned into the digital database. The second step was the development of two copies of microfilm from the now complete digital database of 1774-2023. The third step was the professional restoration of our historic plan books. From this final process, fresh images were rescanned into our now complete database which is comprised of close to 6 million digitized images. Grafton County is prime for development and now all interested parties have internet access to these records which will save on time, cost, and keep people safe in their offices and at home to conduct the necessary research. The Grafton County Registry of Deeds will be hosting an open house September 30-October 2, 2025, from 9:00-4:00 to showcase the historic plan restoration and the vault redesign.
- d. The National Association of Counties recognized the Cheshire County Restorative Justice & Community Program as a 2025 Achievement Award Winner. The Cheshire County Restorative Justice Program is designed to provide a meaningful alternative to traditional criminal justice by addressing harm through accountability, dialogue, and repair. Targeting individuals involved in the justice system particularly those with underlying trauma or behavioral health needs it empowers both harmed and responsible parties to participate in the healing process. The program reduces recidivism, strengthens community trust, and delivers lasting outcomes that prioritize safety, restoration, and personal growth. As a national model for innovation in county justice systems, it proves that safety, accountability, empathy, and rehabilitation can go hand-in-hand.

- e. Ms. Duchesne announces that Hillsborough County has decided to hold the 2027 Annual Conference at the DoubleTree by Hilton Downtown Manchester. A contract has already been sent out for your review for a vote during the October meeting of the Executive Committee.
- f. Ms. Duchesne reminds the body that the Awards Committee will meet after this meeting.

XVII. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. October 3, 2025
 - ii. November 11, 2025 (at the Omni Mt. Washington)
 - iii. December 5, 2025
 - iv. Friday, January 9, 2026
 - v. Friday, February 6, 2026
 - vi. Friday, March 6, 2026
 - vii. Friday, April 3, 2026
 - viii. Friday, May 1, 2026
 - ix. Friday, June 12, 2026
 - x. Friday, September 11, 2026
 - xi. Friday, October 2, 2026
 - xii. Friday, December 4, 2026

XVIII. Adjournment

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

Minutes prepared by Danielle Duchesne on September 5, 2025.

Minutes approved on October 3, 2025.