

President
Wendy Piper
Grafton County Commissioner

Vice President
Thomas Tombarello
Rockingham County Commissioner

Treasurer
Suzanne Collins
Coos County Treasurer

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
Cathy Stacey
Rockingham Register of Deeds

12.2.22 Executive Committee Meeting Minutes

I. Call to order

- a. Commissioner Piper calls the meeting to order at 10:02 AM finding a quorum fit to conduct business.
- b. Ms. Duchesne takes the roll: Administrator Chris Coates (via Commissioner Englund proxy, also virtual), Commissioner Robert Englund, Administrator Lynn Beede (via Treasurer Collins proxy), Director Mary Bourque, Sheriff Mark Brave (via Commissioner Maglaras proxy), Administrator Ross Cunningham, Superintendent Travis Cushman, Administrator Jennifer Fish (via Treasurer Collins proxy), Superintendent Jason Henry, Administrator Kathryn Kindopp (via Commissioner Englund proxy), Attorney Carolyn Kirby (via Commissioner Pappas proxy), Director Alison Kivikoski, Director Sara Lewko, Administrator Julie Libby (via Commissioner Piper proxy), Commissioner George Maglaras, Administrator Laura Mills (via Treasurer Collins proxy), Administrator Chad Monier (via Commissioner Pappas proxy), Director Chuck Nickerson (via Superintendent Henry proxy), Commissioner Toni Pappas, Commissioner Wendy Piper, Commissioner Deanna Rollo (via Commissioner Maglaras proxy), Administrator David Ross (via Commissioner Pappas proxy), Commissioner Bob Rowe (via Commissioner Pappas proxy), Director Hilary Snide, Registrar Cathy Stacey, Commissioner Tom Tombarello, Commissioner Stuart Trachy, Attorney Tom Velardi (via Commissioner Maglaras proxy), and Commissioner Robert Watson (via Commissioner Maglaras proxy) of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan (virtual), and Jim Monahan of the Dupont Group.

II. Pledge of Allegiance

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

III. U.S. Small Business Administration Presentation – Amy Bassett

- a. Commissioner Piper welcomes Ms. Amy Bassett for her presentation.
- b. Ms. Bassett explains the presentation's purpose to share regular programs that support small businesses in New Hampshire.

IV. Approval of past meeting minutes (November 4, 2022)

- a. Commissioner Piper presents the minutes from the November 4 meeting of the Committee. Discussion to remove “(via Commissioner Maglaras proxy)” next to Commissioner George Maglaras’ name in the roll call. Treasurer Collins makes a **MOTION** to approve the minutes as amended. Superintendent Henry **SECONDS** the **MOTION**. Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Financial update – Sue Collins

- a. Treasurer Collins presents the financial report and explains that almost all the revenue line items are at or over 100% except for the Corrections Academy. On expenses, the line items that are over are all Annual Conference related. Commissioner Maglaras makes a **MOTION** to accept the financial report. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. 2023 Budget

- a. Treasurer Collins presents the 2023 budget and budget narrative as recommended by the Finance Committee per the Finance Committee’s November 22, 2022, meeting.
- b. Treasurer Collins notes that dues overall are down; however, the nursing home assessment went up \$1,000 per county. \$1,000 was added to the Governor and Council event as it will return in 2023.
- c. Commissioner Maglaras makes a **MOTION** to approve the budget. Commissioner Tombarello **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VII. Executive Committee appointments

- a. Commissioner Piper explains that both Carroll County and Grafton County have one vacant seat.

VIII. Election of Officers

- a. According to the NHAC Bylaws, Section VI.3., “The nominations process shall be led by the Vice President. Nominations may be made by any member of the Executive Committee in good standing. The call for nominations will be made to the Executive Committee by the scheduled November Executive Committee meeting in even numbered years, including information regarding the roles and responsibilities of each Officer position. Nominations shall be accepted from the floor during the last meeting of the calendar year.”
- b. Commissioner Tombarello announces the following slate of Executive Committee members that have expressed intent to run for an Officer position: Commissioner Wendy Piper for President; Register Cathy Stacey for Vice President; Director Chuck Nickerson for Treasurer; Administrator Ross Cunningham for At-Large; Commissioner Toni Pappas for At-Large; and Administrator Chris Coates for Bylaws Chair.
- c. Commissioner Tombarello announces that Commissioner Wendy Piper has been nominated for President. Hearing no further nominations, Commissioner Tombarello closes nominations. Commissioner Tombarello calls for a voice vote for all those in favor of Commissioner Piper for President. The “ayes” have it and Commissioner Piper is **ELECTED** to the office of the President.

- d. Commissioner Tombarello announces that Register Cathy Stacey has been nominated for Vice President. Hearing no further nominations, Commissioner Tombarello closes nominations. Commissioner Tombarello calls for a voice vote for all those in favor of Register Stacey for Vice President. The ayes have it and Register Stacey is **ELECTED** to the office of the Vice President.
- e. Commissioner Tombarello announces that Director Chuck Nickerson has been nominated for Treasurer. Hearing no further nominations, Commissioner Tombarello closes nominations. Commissioner Tombarello calls for a voice vote for all those in favor of Director Nickerson for Treasurer. The ayes have it and Director Chuck Nickerson is **ELECTED** to the office of the Treasurer.
- f. Commissioner Tombarello announces that Administrator Ross Cunningham has been nominated as an At-Large Officer. Hearing no further nominations, Commissioner Tombarello closes nominations. Commissioner Tombarello calls for a voice vote for all those in favor of Administrator Cunningham for At-Large Officer. The ayes have it and Administrator Cunningham is **ELECTED** as an At-Large Officer.
- g. Commissioner Tombarello announces that Commissioner Toni Pappas has been nominated as an At-Large Officer. Hearing no further nominations, Commissioner Tombarello closes nominations. Commissioner Tombarello calls for a voice vote for all those in favor of Commissioner Pappas for At-Large Officer. The ayes have it and Commissioner Pappas is **ELECTED** as an At-Large Officer.
- h. Commissioner Tombarello announces that Administrator Chris Coates has been nominated for Bylaws Chair. Hearing no further nominations, Commissioner Tombarello closes nominations. Commissioner Tombarello calls for a voice vote for all those in favor of Administrator Coates for Bylaws Chair. The ayes have it and Administrator Coates is **ELECTED** to the office of the Bylaws Chair.
- i. Commissioner Tombarello announces that the office of the Immediate Past President stands as Cheshire County Treasurer Chuck Weed.

IX. Strategic Planning Committee update

- a. Commissioner Piper presents the slate of nominees submitted in advance of the meeting: Administrator Deb Shackett for Belknap County, Administrator Chris Coates for Cheshire County, Administrator Julie Libby for Grafton County, Commissioner Toni Pappas for Hillsborough County, Administrator Ross Cunningham for Merrimack County, Superintendent Jason Henry for Rockingham County, Commissioner George Maglaras for Strafford County, Administrator Derek Ferland for Sullivan County.
- b. Register Stacey makes a **MOTION** to approve the slate as presented. Superintendent **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

X. County-State Finance Committee update – David Ross

- a. No report.

XI. State Government updates

- a. Mr. Monahan explains that the Legislative Committee will meet today at 1:00 PM. Mr. Monahan explains that there are nine new state Senators. Leadership will be chosen on Organization Day, December 7th.

- b. Commissioner Piper reports on the New Member Orientation hosted by the NH Association of Counties. Superintendent Henry explains that new members might not have a grasp on the county fund balance, etc. and urges educational efforts aimed at the new legislators.
- c. Mr. Monahan explains that 767 bills have been filed so far. Mr. Monahan explains that the Dupont Group will recommend priority bills to the Legislative Committee. Mr. Monahan explains that the Executive Committee will consider Legislative Committee recommendations during a meeting in January.
- d. Mr. Monahan explains several emerging issues: the US Department of Energy (USDOE) is offering a formula grant for energy efficiency projects, so Ms. Horgan has arranged for representatives from USDOE to join a virtual meeting of the county administrators to explain the details of the program. Mr. Monahan explains that the Association is working with the nursing homes regarding the depleted federal funds for COVID-19. The Dupont Group is drafting a proposal to the State that provides access to federal funds held by the State should a nursing home go into outbreak.

XII. Affiliate updates

- a. Corrections: Superintendent Henry explains ongoing discussions on legislative topics, staffing issues. Superintendent Henry explains that Hillsborough County will come back to the NHAC Academy for 2023. On opioid abatement, Superintendent Henry explains that \$6.6 million has been allocated, though MAT was not funded with this round of funding.
- b. Commissioners Council: Commissioner Maglaras recommends that more money be added to the GOFERR fund for nursing home projects. Maglaras asks that the Association request that the Governor add \$150 million to the GOFERR nursing home project fund. Mr. Monahan plans to survey the county administrators for how much they have requested through the fund. Commissioner Trachy notes that counties might not have spent all the ARPA money already received, so suggests that all ARPA funds received by the counties be planned for before asking for more money. Commissioner Maglaras suggests that action might be taken on this issue by the next meeting of the Executive Committee.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.
- f. Human Resources: Director Kivikoski explains that the Affiliate will return to in-person meetings with presentations on LGBTQ and paid family leave topics.
- g. Nursing Homes: No report.
- h. Administrators: Administrator Cunningham explains that the U.S. Department of Energy will join an upcoming meeting of the administrators.

XIII. Other business

- a. No other business.

XIV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, January 20
 - ii. Friday, February 17
 - iii. Friday, March 17

- iv. Friday, April 21
- v. Friday, May 19
- vi. Friday, June 16
- vii. Friday, September 15
- viii. Friday, October 20
- ix. Friday, November 17
- x. Friday, December 15

XV. Adjournment

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

Minutes prepared by Danielle Duchesne on December 2, 2022.

Minutes approved on January 20, 2022.