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Rockingham County Finance Director

**Bylaws Chair**  
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Cheshire County Administrator



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Chuck Weed  
Cheshire County Commissioner

**At-Large**  
Toni Pappas  
Hillsborough County Commissioner

**At-Large**  
Ross Cunningham  
Merrimack County Administrator

October 24, 2023  
Executive Committee Meeting Minutes  
DoubleTree Manchester Downtown

**I. Call to order**

- a. Commissioner Piper calls the meeting to order at 8:36 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Shelley Richardson, Commissioner Omer Ahern, Jr., Director Mary Bourque (via Administrator Ferland proxy), Administrator Ray Bower (via Commissioner Maglaras proxy), Administrator Mark Brady, Superintendent Ben Champagne, Commissioner Brian Chirichiello, Administrator Chris Coates, Treasurer Suzanne Collins (via Administrator Brady proxy), Administrator Ross Cunningham, Superintendent Travis Cushman, Superintendent Sean Eldridge, Administrator Derek Ferland, Superintendent Jason Henry, Dr. Tory Jennison (via Commissioner Maglaras proxy), Administrator Kathryn Kindopp, Attorney Carolyn Kirby, Director Alison Kivikoski (via Director Nickerson proxy), Administrator Craig Labore (via Administrator Libby proxy), Administrator Matt Lagos, Director Sara Lewko (via Superintendent Cushman proxy), Administrator Julie Libby, Commissioner George Maglaras, Commissioner Terry McCarthy, Commissioner Martha McLeod, Administrator Heather Moquin, Commissioner Ben Nelson, Director Chuck Nickerson, 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, Register Cathy Stacey (via Director Nickerson proxy), Commissioner Stuart Trachy (via Superintendent Cushman proxy), Director Sheryl Trombly, Commissioner Robert Watson (via Commissioner Maglaras proxy), Treasurer Chuck Weed of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group.

**II. Pledge of Allegiance**

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

**III. Approval of past meeting minutes (September 22, 2023)**

- a. Commissioner Piper presents the minutes from the September 22 meeting of the Committee. Commissioner Weed makes a **MOTION** to approve the minutes. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

#### **IV. Financial Update – Chuck Nickerson**

- a. Director Nickerson presents the financials and explains that the net revenues for the Conference are anticipated to be above budget. Director Nickerson recommends that many expense lines be increased due to inflation. see Officers. Superintendent Henry makes a **MOTION** to accept the financial report. Commissioner Pappas **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

#### **V. Executive Committee appointments**

- a. Carroll County vacancies remain. No new appointments have been submitted.

#### **VI. Consideration of 2024, 2025, 2026 Mt. Washington Hotel contract**

- a. Ms. Duchesne presents a 3-year contract to hold the Conference at the Mt. Washington Hotel in 2024, 2025, and 2026 as recommended by the Officers.
- b. Commissioner Chirichiello makes a **MOTION** to approve the contract as recommended by the Officers. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

#### **VII. Consideration of Dupont Group contract**

- a. Ms. Horgan presents the Dupont Group contract as recommended by the Officers. Mr. Monahan explains the contract is a 2-year contract to allow for ongoing legislative work, with a one-year option. Ms. Horgan explains that the fee has increased by roughly 10%.
- b. At 8:52 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**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.
- c. At 9:08 AM Commissioner Pappas makes a **MOTION** to close the non-public session. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.
- d. Superintendent Henry makes a **MOTION** to seal the minutes. Commissioner Pappas **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.
- e. Commissioner Maglaras makes a **MOTION** to approve the contract. Commissioner Chirichiello **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

#### **VIII. County-State Finance Committee update – David Ross**

- a. Mr. Monahan explains that Association staff will need to have the Association's position on how to manage the non-federal share of MQUIP.

#### **IX. State Government updates**

- a. Ms. Horgan explains that the Association staff are going through the retained bills, including those that address OSHA and bail reform. The Legislative Committee will reconvene once bill language surfaces.

**X. Affiliate updates**

- a. Corrections: Superintendent Eldridge explained that the 121<sup>st</sup> Academy will graduate on October 27<sup>th</sup> and that 3 Academies have been identified for 2024.
- b. Commissioners Council: Commissioner Maglaras reports that the Council will meet this afternoon to discuss bail reform, the budget, and redistricting.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.
- f. Human Resources: No report.
- g. Administrators: Administrator Coates explains that there is a Community Power session later today. No further report.
- h. Nursing Home: Administrator Shelley Richardson explains that the Affiliate will meet today to review bylaws, discuss workforce challenges, and hold Affiliate elections.

**XI. Other business**

- a. Superintendent Jason Henry explains that cadet tuition may need to be increased for 2024.

**XII. Next meeting**

- a. The next meetings of the Executive Committee will be at Primex on:
  - i. Friday, November 17
  - ii. Friday, December 15
  - iii. Friday, Jan. 19, 2024
  - iv. Friday, Feb. 16, 2024
  - v. Friday, March 15, 2024
  - vi. Friday, April 19, 2024
  - vii. Friday, May 17, 2024
  - viii. Friday, June 21, 2024
  - ix. Friday, Sept. 20, 2024
  - x. Friday, Oct. 18, 2024
  - xi. Friday, Nov. 15, 2024
  - xii. Friday, Dec. 20, 2024

**XIII. Adjournment**

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

*Minutes prepared by Danielle Duchesne on October 24, 2023.*

*Minutes approved on November 17, 2023.*