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Rockingham County Register of Deeds

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Rockingham County Finance Director

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Cheshire County Administrator



11 S Main St., Ste. 202
Concord, NH 03301

info@nhcounties.org
www.nhcounties.org

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At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Ross Cunningham
Merrimack County Administrator

6.16.2023 Officers Meeting Minutes Primex

- I. Call to order
 - a. Register Stacey calls the meeting to order at 9:23 AM finding a quorum fit to conduct business.
 - b. Ms. Horgan takes the roll: Administrator Ross Cunningham, Director Chuck Nickerson, Commissioner Toni Pappas, Register Cathy Stacey of the NH Association of Counties Officers. Danielle Duchesne, Kate Horgan, and Jim Monahan of Rumford Management/Dupont Group.
- II. Approval of past meeting minutes
 - a. Register Stacey presents the minutes from the May 19, 2023, meeting of the Officers. Director Nickerson makes a **MOTION** to approve the minutes. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- III. Annual Conference
 - a. Ms. Duchesne presents the Games2Go liability contract as approved at the Officers meeting. Administrator Cunningham makes a **MOTION** to approve the contract for signing. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
 - b. Ms. Horgan presents the Brian Miller keynote contract. Director Nickerson makes a **MOTION** to approve the Brian Miller keynote contract for signing with the change of an additional breakout session to a table after the presentation. Administrator Cunningham **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- IV. Insurance policy renewal
 - a. Ms. Horgan presents the insurance policy renewal. Administrator Cunningham makes a **MOTION** to approve the insurance policy renewal for signing. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

- V. Lease agreement renewal
 - a. Ms. Horgan presents the Merrimack County lease agreement renewal and notes that there are no substantive changes. Director Nickerson makes a **MOTION** to approve the Merrimack County lease agreement renewal for signing. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection but one abstention from Administrator Cunningham, the **MOTION PASSES**.

- VI. Other business
 - a. Director Nickerson explains that Superintendent Jason Henry has requested an AED for the Corrections Academy at a cost of roughly \$800, noting that this may overspend the related line item. No action is needed.

- VII. Next meeting
 - a. Next meeting will be on Friday, September 22 at 9:30 AM at Primex.

- VIII. Adjournment
 - a. Administrator Cunningham makes a **MOTION** to adjourn the meeting. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Danielle Duchesne prepared minutes on June 16, 2023.

Minutes approved on September 22, 2023.