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Chris Coates
Cheshire County Administrator

At-Large
Ross Cunningham
Merrimack County Administrator

Executive Committee Meeting Minutes
April 4, 2025, at 10:00 AM
Primex

I. Call to order

- a. Commissioner Piper calls the meeting to order at 10:04 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Shelley Richardson (virtual), Superintendent Brian King, Commissioner Claudia Stewart, Administrator Kathryn Kindopp, Superintendent Ben Champagne, Commissioner Katie Hedberg, Administrator Craig Labore, Commissioner Wendy Piper, Commissioner Martha McLeod, Administrator David Ross, Superintendent Joseph Costanzo, Administrator Ross Cunningham, Administrator Heather Moquin, Director Wendy Heath, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, County Manager Derek Ferland, Superintendent Shawn Coughlan, Director Hilary Snide, Commissioner Stuart Trachy (via Administrator Cunningham), Superintendent Travis Cushman (via Administrator Cunningham), Administrator Ray Bower (via Ms. Conway proxy), Commissioner George Maglaras (via Ms. Conway proxy), Commissioner Joe Pitre (via Ms. Conway), Superintendent Chris Brackett (via Ms. Conway), Commissioner Tom Tombarello (via Director Kivikoski proxy), Register Cathy Stacey (via Director Nickerson proxy), Administrator Richard Leboeuf (virtual), Administrator Chris Coates (virtual), Administrator Mark Brady (virtual), Administrator Laura Mills (virtual), Administrator Julie Libby (virtual), Carrie Conway (virtual), Commissioner Toni Pappas (via Commissioner Piper proxy), Attorney Carolyn Kirby (via Commissioner Piper proxy), Director Mary Bourque (via Director Snide proxy) of the NHAC Executive Committee. Director Kim May, Mr. Davis Bernstein, Mr. Brad Mirza, and Michele Holt-Shannon of the public. Ms. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management.

II. Pledge of Allegiance

- a. Administrator Kindopp leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (March 7, 2025)

- a. Commissioner Piper presents the minutes from the March 7, 2025, meeting of the Committee. Superintendent Henry makes a **MOTION** to approve the minutes. Director Kivikoski **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Secured Network Services Sponsor Presentation

- a. As a Platinum sponsor of the 2024 Annual Conference, Secured Network Services offers a presentation to the Executive Committee. Mr. Brad Mirza joins virtually and highlights manages services and cybersecurity offerings from Secured Network Services.

V. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report. Director Nickerson explains that revenues and expenses are as predicted for this time of year. Director Nickerson highlights that the Legislative Conference was a net positive for the Association budget, as planned. Ms. Horgan explains that she has handed out paper copies of dues invoices and that Association staff are working to clear any and all past due invoices. Administrator Cunningham makes a **MOTION** to accept the financial report. County Manager Ferland **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Carsey School Policy Hour Partnership – Stephen Bird & Michele Holt-Shannon

- a. Carsey School Associate Director Michele Holt-Shannon presents the partnership opportunities with the Carsey School. The opportunities are a partnership in the Carsey Policy Hour (monthly online seminar) and educational award opportunities for Association members. Superintendent Henry makes a **MOTION** to enter the partnership. Director Kivikoski **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- b. Administrator Ross proposes that the Carsey School take up the topic of alternative and creative funding solutions for long-term care and supports.

VII. Executive Committee appointments

- a. Commissioner Piper announces that Carroll County has one vacancy on the Committee.

VIII. Strategic Planning Committee

- a. Commissioner Piper explains that nominations are needed for Cheshire County and Strafford County.
- b. At the last meeting of the Executive Committee, Administrator Coates volunteered to serve on the Committee. Superintendent Henry makes a **MOTION** to approve Administrator Coates as a member of the Committee. Superintendent Champagne **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IX. Annual Conference

- a. 50th Anniversary Planning Committee Co-Chairs Director Snide and Director Kivikoski explain that the 50th Anniversary Planning Committee has been meeting regularly. The focus is on recruiting sponsors as the Conference schedule and budget have been settled.
- b. Ms. Duchesne explains that 5 sponsors have confirmed their participation so far, totaling \$12,500. Ms. Duchesne explains that registration will open in the next few weeks after the push for sponsor recruitment. In the meantime, folks can book their hotel room, submit awards nominations, and review the schedule of events online. A last reminder for Affiliates to submit their breakout session speakers and meeting needs. After April 30th, the 50th Anniversary Planning Committee will fill remaining breakout sessions.

X. Amazon Corporate Sponsorship

- a. Ms. Horgan explains that Amazon would create a corporate sponsorship with the Association to recruit free Business Prime account holders. Superintendent Henry makes a **MOTION** to allow Association staff to negotiate the terms of the program. Administrator Cunningham **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

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

- a. Administrator Ross explains that the county cap is predicted to increase from 2% to 3%, offset by enhanced F-MAP. HB 547 extends the credit from two years to four years. The County-State Finance Committee is concerned and will continue to work on short- and long-term solutions in the budget. The Committee is discussing barriers to growth in community-based care. The Committee is waiting to hear what changes may happen to Pro-Share. Next meeting of the committee is April 16, 2025, at 9:00 AM at the DHHS Brown Building.

XII. State Government updates

- a. Mr. Monahan explains that the House Committee, along with Divisions 1, 2, and 3, concluded work on the budget. The Senate will have the budget next. Mr. Monahan asks that counties that may be affected by SB 106 (solar projects) attend the upcoming hearing.
- b. Ms. Horgan explains that hearings next week will be held for priority bills SB 42, SB 71 and HB 694. Ms. Horgan and Administrator Ross will work on an opposition letter to SB 118 to address concerns about increased costs aligned with the CPI.

XIII. Affiliate updates

- a. Corrections: Superintendent Henry reports that the 125th Corrections Academy is underway with graduation on Friday, April 25, 2025.
- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report
- f. Human Resources: Director May explains that the Affiliate is meeting today.
- g. Administrators: County Manager Sullivan explains that some county administrators are participating in the National Association of Counties' Counties for Housing Solutions group. He invites others to attend.
- h. Nursing Home Administrators: Administrator Labore explains that the Affiliate will meet later today.

XIV. Other business

- a. Ms. Horgan announces that NACo will host their first AI Regional Forum coming up on April 28-29 in Dauphin County, Pa. Attendees do not have to be "technology focused" – as there will be a half day devoted to more tech advanced topics, but this is otherwise an opportunity to come in with a low baseline and leave with key insights. Registration is \$50 at <https://www.naco.org/event/naco-ai-northeast-regional-forum>.
- b. Commissioner Piper explains that this is Administrator Mills' final meeting as she is retiring.
- c. Ms. Duchesne announced a last-minute reminder to enroll in the April NACo Leadership Academy (12-week online program) cohorts starting April 28. With a \$1,000 discount per registration, it costs \$1,995 per registrant. You can email Luke Afeman at lukea@pdaleadership.com for last-minute registration. Superintendent King, who is currently enrolled, explains that the program is very valuable.

XV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. May 2, 2025
 - ii. June 6, 2025
 - iii. September 5, 2025
 - iv. October 3, 2025
 - v. November 11, 2025 (at the Omni Mt. Washington)
 - vi. December 5, 2025

- vii. Friday, January 9, 2026
- viii. Friday, February 6, 2026
- ix. Friday, March 6, 2026
- x. Friday, April 3, 2026
- xi. Friday, May 1, 2026
- xii. Friday, June 5, 2026
- xiii. Friday, September 11, 2026
- xiv. Friday, October 2, 2026
- xv. Friday, December 4, 2026

XVI. Adjournment

- a. Administrator Cunningham makes a **MOTION** to adjourn the meeting. Director Nickerson. **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on April 4, 2025.

Minutes approved on May 2, 2025.