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Rockingham County Register of Deeds



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

At-Large
Ross Cunningham
Merrimack County Administrator

Bylaws Chair
Alison Kivikoski
Rockingham County Senior Director of
Human Resources

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Executive Committee Meeting Minutes
March 6, 2026 at 10:00 AM
Virtual

I. Call to order

- a. Register Stacey calls the meeting to order at 10:02 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Carina Park, Superintendent Michelle Wetherbee, Administrator Richard Leboeuf, Superintendent Brian King, Commissioner Claudia Stewart, Administrator Kindopp, Administrator Belanger, Commissioner Katie Hedberg, Attorney Carolyn Kirby, Administrator Chad Monier, Superintendent Costanzo, Superintendent Jon Banville, Director Alison Kivikoski, Director Charles Nickerson, Register Cathy Stacey, Commissioner Tom Tombarello (via Directo Kivikoski proxy) Commissioner Toni Pappas, Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner George Maglaras (via Commissioner Pappas proxy) Superintendent Chris Brackett (via Commissioner Pappas proxy), Commissioner Leslie Feliciano (via Commissioner Pappas proxy), Commissioner Sean Leavitt (via Commissioner Pappas proxy), Directo Mary Bourque, Manager Derek Ferland, Administrator Lagos, and Superintendent Shawn Coughlin of the Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management. Holly Elsholz, Davis Berstein from the public.

II. Pledge of Allegiance

- a. Register Stacey leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (February 6, 2026)

- a. Register Stacey presents the minutes from the February 6, 2026, meeting of the Committee. Commissioner Pappas makes a **MOTION** to approve the minutes. Administrator Ross **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report and explains that seven of the ten counties have paid their dues for 2026 and that nothing is out of the ordinary for expenses. Commissioner Pappas makes a **MOTION** to accept the financial report. Attorney Kirby **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Executive Committee appointments

- a. Ms. Horgan explains that Carroll County has one vacancy. Rockingham County Commissioners have appointed Jonathan Banville to replace Superintendent Jason Henry.

VI. Bylaws Chair

- a. Register Stacey highlights bylaws section VI.9 “Vacancies: The Executive Committee shall fill the vacancy of any Officer for the unexpired term by a majority vote.” Director Kivikoski has volunteered to serve as the Bylaws Chair until the end of the remaining term, December 2026. Administrator Ross makes a **MOTION** to nominate Director Kivikoski as Bylaws Chair for the remainder of the term. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.
- b. Ms. Horgan explains that there are vacancies on the Committee, so volunteers are invited to come forward.

VII. Nomination to the commission to study the incidence of post-traumatic stress disorder in first responders and whether such disorder should be covered under workers' compensation

- a. In October 2021, the Association voted to have Superintendent Jason Henry as the Association’s representative. Following Superintendent’s retirement, this position is now vacant. Register Stacey nominates Superintendent Michelle Weatherbee to fill the vacancy. Commissioner Pappas makes a **MOTION** to approve Register Stacey’s nomination of Superintendent Weatherbee to the commission. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Awards Committee

- a. Ms. Duchesne explains that the Awards Committee will meet after this meeting to review the 2026 awards process.

IX. Legislative Conference

- a. Ms. Duchesne explains that the sponsorships and registration came in at a good level. Ms. Horgan invites topics for the 2027 event.

X. Annual Conference

- a. Administrator Libby explains that the theme of the 2026 Conference is “Resilient Counties in a Changing World.”
- b. Ms. Duchesne explains that registration has launched at just a \$10 increase over last year for every ticket option. The sponsorship packet is posted to the website, 2025 sponsors have been contacted, the hotel room block is open for reservations, and registration opened this morning.

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

- a. Administrator Ross explains that the Committee will have a special meeting on March 11 and then a regular meeting on March 30.

XII. State Government updates

- a. Mr. Monahan explains the status of the Rural Health Transformation Program. There were contracts up for a vote at the recent Executive Council meeting, however, those contracts were tables and will likely be voted on at the next meeting on March 16th. Once those contracts are approved, programs will launch for folks to apply for those dollars.
- b. Ms. Horgan explains that she is awaiting the House calendar to share a full legislative report but has sent a preliminary one in the meantime. Horgan highlights items coming up next week: HB 1071 is on the House calendar, Ms. Horgan will share an amendment with the Nursing Home Affiliate related to this bill; SB 441 will likely see a floor

amendment and has been special ordered to March 19; SB 1822 has been tabled so it likely will not be seen on the floor. SB 1205 has a hearing on Tuesday at 9:15 AM; HB 1044 has a hearing on Tuesday at 10:00 AM, Ms. Horgan has reached out to County Commissioners to testify and/or sign in at the hearing.

XIII. Affiliate updates

- a. Corrections – Superintendent Shawn Coughlan: Superintendent Coughlan explains that many counties recently attended a training on stress and PTSD with more trainings to come this year. Hillsborough County hosted the 127th Academy and graduation, ending on February 20. The Affiliate will meet again on March 30.
- b. Commissioners Council – Commissioner George Maglaras: No report.
- c. County Attorneys – Martha Ann Hornick: No report.
- d. Deeds – Register Cathy Berube: Register Stacey explains that the Affiliate will meet next Tuesday, March 10.
- e. Sheriffs – Sheriff William Wright: No report.
- f. Human Resources – Director Kim May: Director Kivikoski explains that the Affiliate will meet on March 20 at Primex.
- g. Administrators: Ms. Horgan reminds the County Administrators to update their portion of the salary survey if they have not done so already.
- h. Nursing Home Administrators – Administrator Craig Labore: Administrator Ross explains that the Affiliate cancelled their meeting for today but will meet in April.

XIV. Other business

- a. Register Stacey announces that the following people have graduated from a recent NACo High Performance Leadership Academy cohort: Carroll County Superintendent Brian King, Superintendent; Jonathan Duguay, Lieutenant, Carroll County; Kailey Picott, Sergeant, Carroll County; Levi Buxton, Sergeant, Grafton County; and Sabryna Priest, ANHA/QA, Cheshire County.
- b. Ms. Duchesne explains that there is a Workforce Network Leadership Program, put on by the NACo High Performance Leadership Academy, for County Administrators & HR Professionals that will run April through June. See the last email about this meeting for more details.
- c. County Manager Ferland explains that Director Snide will move out of state at the end of the school year, so Sullivan County is looking to hire for her position.

XV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, April 3, 2026
 - ii. Friday, May 1, 2026
 - iii. Friday, June 12, 2026 (Rockingham County, 102 North Road, Brentwood)
 - iv. Friday, September 11, 2026
 - v. Friday, October 2, 2026
 - vi. Friday, November 10, 2026 (Omni Mt. Washington)
 - vii. Friday, December 4, 2026

XVI. Adjournment

- a. Director Kivikoski makes a **MOTION** to adjourn the meeting. Administrator Ross **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on March 6, 2026.

Minutes approved on April 3, 2026.