



Rockingham County Commissioners

Meeting Agenda

August 28, 2025 @ 1:00 pm

Zoom access: Video: www.zoom.us, Join Meeting, mtg ID: 5808918771 or Phone: 646-558-8656, mtg ID 5808918771.

Limited in person access: Maureen Barrows Conference Room, 117 North Rd, Brentwood, NH.
Screening required.

A. Call to Order

1. Pledge of Allegiance
2. Attendance

B. RFP Openings & Awards

1. Opening: Historical Book Restoration – Register of Deeds
2. Opening: RCRNC Fernald Chiller/Condenser Replacement – Facilities Operations
3. Opening: Motor Services Table-Top Tire Changer & Balancer – Facilities Operations
4. Award: Asbestos Abatement – Facilities Operations
5. Award: Electric Utility Vehicle – Facilities Operations
6. Award: Hay Tedder – Facilities Operations
7. Award: Document Management System – Human Resources
8. Award: FY26 Dodge Durango Pursuit – Sheriff's Office
9. Award: FY26 Vehicle Upfit Equipment – Sheriff's Office
10. Award: FY26 Motorola Equipment – Sheriff's Office

C. Consent Agenda

1. July 24, 2025, July 31, 2025 Meeting minutes (approval)
2. Primex CAP Agreement Ending (informational)
3. HR Recruitment Report (informational)
4. August 28, 2025 Accounts Payable List (approval)
5. August 29, 2025 Payroll (approval)

D. Reports

1. Commissioners' Office – Kathryn Coyle, Chair
 - a. Commissioner updates
2. Facilities Operations – Jude Gates, Senior Director
 - a. Change Order Request – Nobis Group, \$17,800 (approval)
 - b. Change Order Request – Warrenstreet Architects, Inc., \$36,800 (approval)
 - c. Comcast Enterprise Services Master Services Agreement (MSA) (approval)
3. Finance Office – Charles Nickerson, Senior Director
 - a. American Express Rewards Points Use (discussion)
 - b. Calculation of the Allowance for Uncollectible Accounts as of 06/30/2025 (approval)
 - c. Harvey Construction Off-Cycle A/P Warrant (approval)

Agenda submissions, including supporting documentation, for the Thursday, September 4, 2025 Board of Commissioners meeting must be submitted no later than 10:00 am on Monday, September 1, 2025.

Posted at the Rockingham County Rehabilitation and Nursing Center, Singer entrance, 117 North Road, August 26, 2025 @ 11:55 a.m., and on the County's website at www.rockinghamcountynh.org @ 12:15 p.m.

- d. TD Equipment Finance Inc. Capital Lease Proposal (approval)
- e. Lease Reimbursement Resolution (approval)
- 4. Human Resources – Alison Kivikoski, Senior Director
 - a. Draft Teamsters Local 633 MOU and Authorization to Present to Union (approval)
 - b. Exception Request 7-3, New Appointment Rate – Finance Office (approval)
 - c. Fall Wellness Activity – Scarecrow Contest (approval)
 - d. FY 2026 Per Diem Wage Schedule Revisions (approval)
 - e. General Leave Request – Long Term Care Services (approval)
 - f. Independent Medical Examination Services Agreement (approval)
 - g. NHAC Conference Raffle Gift Basket (approval)
 - h. Travel & Training Request – Leading Age (approval)
- 5. Long Term Care Services – Chantal Dja Konan, Senior Director
 - a. NH Pilot Program Grant Update (informational)
 - b. Regroup Mass Notification Subscription Agreement (approval)
 - c. Travel & Training Request – Leading Age (approval)
 - d. Travel & Training Request – Leading Age (approval)
- 6. Sheriff's Office – Charles Massahos, High Sheriff
 - a. Equitable Sharing Agreement and Certification (approval)

E. Department Head Updates

F. New Business / Old Business

G. Public Comment

H. Commissioners' Nonpublic Session NH RSA 91-A:3, II

- 1. Commissioners' Office – Kathryn Coyle, Chair
 - a. Nonpublic session NH RSA 91-A:3, II (c) reputation
- 2. Human Resources – Alison Kivikoski, Senior Director
 - a. Nonpublic session NH RSA 91-A:3, II (a) personnel

I. Adjourn

Advisory Note: The Rockingham County Commissioners may, during any public meeting, vote to convene a nonpublic meeting in accordance with NH RSA 91-A:3 Section II. A motion to do so will be made in public session and the motion will cite the applicable section of RSA 91-A. Further, in compliance with NH RSA 91-A:3 Section I, the Board of County Commissioners may recess a public meeting for a period of time in order to excuse itself for the purpose of discussing matters not subject to the definition of a meeting.