



Rockingham County Commissioners

Meeting Agenda

October 23, 2025 @ 11:00 am

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: Fire Alarm Testing – Facilities Operations
2. Opening: Convection Oven, Gas – Long Term Care Services
3. Award: Institutional Products/Linens – Facilities Operations
4. Award & Contract Approval: Document Management System – Human Resources

C. Consent Agenda

1. September 18, 2025 and September 25, 2025 Meeting minutes (approval)
2. Rock Rimmon Coop Water Infrastructure Community Development Block Grant Time Extension Request (approval)
3. October 24, 2025 Payroll (approval)

D. Reports

1. Commissioners' Office – Kathryn Coyle, Chair
 - a. Commissioner updates
 - b. Sodexo Food Services (discussion)
2. Department of Corrections – Jason Henry, Superintendent
 - a. Inmate Administrative Transfer Pursuant to NH RSA 30-B:21 (approval)
3. Finance Office – Charles Nickerson, Senior Director
 - a. Sodexo Off-Cycle A/P Warrants (approval)
 - b. Courthouse Lease Off-Cycle A/P Warrant (approval)
4. Human Resources – Alison Kivikoski, Senior Director
 - a. Exception Request 7-3, New Appointment Rate – Facilities Operations (approval)
 - b. General Leave Request – Department of Corrections (approval)
 - c. General Leave Request – Facilities Operations (approval)
5. Long Term Care Services – Chantal Dja Konan, Senior Director
 - a. Harmony Health Care Institute Nursing Education Clinical Affiliation Agreement (approval)

E. Department Head Updates

F. New Business / Old Business

G. Public Comment

Agenda submissions, including supporting documentation, for the Thursday, October 30, 2025 Board of Commissioners meeting must be submitted no later than 10:00 am on Monday, October 27, 2025.

Posted at the Rockingham County Rehabilitation and Nursing Center, Singer entrance, 117 North Road, October 21, 2025 @ 10:35 a.m., and on the County's website at www.rockinghamcountynh.org @ 10:20 a.m.

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

1. Human Resources – Alison Kivikoski, Senior Director
 - a. Nonpublic session NH RSA 91-A:3, II (a)
2. Long Term Care Services – Chantal Dja Konan, Senior Director
 - a. Nonpublic session NH RSA 91-A:3, II (a, c, e)

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.