



Rockingham County Commissioners

Meeting Agenda

November 20, 2025 @ 1:00 pm

For Zoom access, please call the Commissioners' Office at 603-679-9350 at least 24 hours before the meeting.

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: Janitorial Supplies – Facilities Operations
2. Award: Fire Alarm Testing – Facilities Operations

C. Consent Agenda

1. October 9, 2025 and October 15, 2025 Meeting minutes (approval)
2. November 21, 2025 Payroll (approval)

D. Reports

1. Commissioners' Office – Kathryn Coyle, Chair
 - a. Commissioner updates
 - b. Bid Waiver Request – C & M Cleaning
 - c. Silverthorne Adult Medical Day Care (AMDC) (discussion)
 - d. Service Credit Union Membership (discussion)
2. County Attorney's Office – Patricia Conway, County Attorney
 - a. State of NH, Rockingham County Superior Courthouse Agreement (approval)
3. Finance Office – Charles Nickerson, Senior Director
 - a. Harvey Construction Off-Cycle A/P Warrant (approval)
 - b. Travel & Training Request (approval)
 - c. Request to Rescind Previously Approved Exception Request (approval)
4. Human Resources – Alison Kivikoski, Senior Director
 - a. 2025 Holiday Card Selection (discussion/approval)
 - b. 2026 Holiday Schedule (approval)
 - c. 2026 Years of Service Event Date (discussion/approval)
 - d. General Leave Request – Long Term Care Services (approval)
 - e. General Leave Request – Department of Corrections (approval)
 - f. Winter Discount Ticket Program (approval)
 - g. Winter Wellness Gifts (approval)
5. Long Term Care Services – Chantal Dja Konan, Senior Director
 - a. Managed Care Services (discussion)
 - b. Northeast Mobile Dental Services, PLLC Renewal Agreement (approval)

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

Posted at the Rockingham County Municipal Building Lobby, 94 North Road, and on the County's website at www.rockinghamcountynh.org November 18, 2025, at 12:35 p.m.

E. Department Head Updates

F. New Business / Old Business

G. Public Comment

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

1. Department of Corrections – Jason Henry, Superintendent
 - a. Nonpublic session NH RSA 91-A:3, II (a)
2. Human Resources – Alison Kivikoski, Senior Director
 - a. Nonpublic session NH RSA 91-A:3, II (a)
3. Long Term Care Services – Chantal Dja Konan, Senior Director
 - a. Nonpublic session NH RSA 91-A:3, II (j)

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.