



# Rockingham County Commissioners

Meeting Agenda

January 15, 2026 @ 1:00 pm

Municipal Building, 94 North Rd, Brentwood, NH.

Pre-registration is required for Zoom access.

Please call 603-679-9350 at least 24 hours before the meeting.

## A. Call to Order

1. Pledge of Allegiance
2. Attendance

## B. Consent Agenda

1. December 4, 2025 and December 11, 2025 Meeting minutes (approval)
2. January 16, 2026 Payroll (approval)

## C. Reports

1. Commissioners' Office – Kathryn Coyle, Chair
  - a. Commissioner updates
  - b. Change Order Request – C&M Cleaning (approval)
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. Harvey Construction Off-Cycle A/P Warrant (approval)
  - b. TD Equipment Finance Inc. Capital Lease Proposal (approval)
  - c. FY 2026 Lease Reimbursement Resolution (approval)
4. Human Resources – Alison Kivikoski, Senior Director
  - a. General Leave Extension Request – Register of Deeds (approval)
  - b. Proposed Parental Medical Appointment Leave Policy (PPP 9-9A) (approval)
  - c. Proposed Revision of Fitness Center Waiver and Release of Liability (discussion/approval)
  - d. Request for Utilization of County Wellness Fund (approval)
  - e. Exception Request 7-4 Wage Increase – Register of Deeds (approval)
  - f. Wellness Event – Heart Health Awareness Month (approval)
5. Sheriff's Office – Charles Massahos, High Sheriff
  - a. Request to Change Payee for Awarded RFP (approval)
6. Register of Deeds – Cathy Stacey, Register
  - a. Electronic Recording Approved Procedures Agreement, eRecording Partners Network (approval)

## D. Department Head Updates

## E. New Business / Old Business

## F. Public Comment

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

***Agenda submissions, including supporting documentation, for the Thursday, January 22, 2026 Board of Commissioners meeting must be submitted no later than 10:00 am on Friday, January 16, 2026.***

Posted at the Rockingham County Municipal Building, 94 North Road, and on the County's website at [www.rockinghamcountynh.org](http://www.rockinghamcountynh.org) on January 13, 2026 at 12:00 p.m.

1. Commissioners' Office – Kathryn Coyle, Chair
  - a. Nonpublic session NH RSA 91-A:3, II (j)
2. Facilities Operations – Jude Gates, Senior Director
  - a. Nonpublic session NH RSA 91-A:3, II (i)
3. Human Resources – Alison Kivikoski, Senior Director
  - a. Nonpublic session NH RSA 91-A:3, II (a)

#### **H. 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.*