



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 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.*