

GOVERNOR AND EXECUTIVE COUNCIL MINUTES
Mount Washington Hotel, Bretton Woods, NH
July 9, 2025, 10:00 a.m.

The Governor and Executive Council convened at 11:20 a.m. with all members present.

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Today's pre-meeting ceremonial items included:

- Father Stephen visiting from Gate of Heaven Parish offered a prayer
- Brian Valerino, Warden of the Northern New Hampshire Correctional Facility, led the Pledge of Allegiance
- Commendations:
 - Volunteer Search and Rescue Groups
 - Androscoggin Valley Search and Rescue
 - Lakes Regions Search and Rescue
 - Mountain Rescue Service
 - New England K-9 Search and Rescue
 - Mount Washington Volunteer Ski Patrol
 - Upper Valley Search and Rescue Team
 - Pemigewasset Valley Search and Rescue Team
 - White Mountain Swift Water Rescue Team
 - NH National Guard Volunteer Search and Rescue Team
 - NH National Guard Medevac Crew

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The Governor and Executive Council on motion of Councilor Kenney, seconded by Councilor Liot Hill, voted to approve the minutes of the June 25, 2025 meeting.

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The Governor and Executive Council, on motion of Councilor Kenney, seconded by Councilor Liot Hill, approved the appointment of several persons nominated for Civil Commissions from the June 25, 2025 meeting.

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The Governor placed into nomination the several persons who applied for Civil Commissions.

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RESIGNATIONS

The Governor and Council accepted the following resignations:

Director, Division of Personnel, Department of Administrative Services - RSA 21-I:2
Lorrie A. Rudis, Merrimack Effective: July 10, 2025

Board of Accountancy - RSA 309-B
Joseph B. Bator, Bedford Effective: June 27, 2025

Board of Medicine - RSA 329
Florence C. Ruffner, Exeter Effective: July 7, 2025

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CONFIRMATIONS

The Governor and Council confirmed the following:

Judicial Council - RSA 494:1, RSA 494:2 – **Councilor Stephen abstained**
(NH Bar Assoc. Member)
Robert S. Stephen, Manchester Effective: July 9, 2025
Succeeding: Daniel E. Will, Loudon Term: October 18, 2027

Director of Air Resources, Department of Environmental Services - RSA 21-O:2, II(b)
Craig A. Wright, Loudon Effective: July 9, 2025
Reappointment Term: July 1, 2029

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NOMINATIONS

The following nominations were submitted:

Commissioner, Department of Business and Economic Affairs – RSA 12-O:5
Taylor Caswell, Littleton Effective: Upon Confirmation
Reappointment Term: July 19, 2029

NH Retirement System Board of Trustees - RSA 100-A:14
(Permanent Police Member Nom. By the NH Police Assoc.)
Joshua D. Quigley, Merrimack Effective: Upon Confirmation
Reappointment Term: July 1, 2027

Passenger Tramway Safety Board - RSA 225-A
(Surface Lift)
Steve Howell, North Woodstock Effective: Upon Confirmation
Reappointment Term: June 20, 2029

Passenger Tramway Safety Board - RSA 225-A
(Insurance Industry)
Mark St. J. Petrozzi, Gilford Effective: Upon Confirmation
Reappointment Term: June 1, 2028

Board of Dental Examiners - RSA 317 A:2
(Dentist)
Brian McGuire, Portsmouth Effective: Upon Confirmation
Succeeding: Puneet Kochhar, Rochester Term: July 15, 2030

Judicial Retirement Plan Board of Trustees - RSA 100-C
(Business Experience)
Crystal A. Dionne, Candia Effective: Upon Confirmation
Reappointment Term: October 22, 2027

New Hampshire Veterans Home Board of Managers - RSA 119:2
(Member of a recognized and chartered Veterans Service Organization)
William Gaudreau, Manchester Effective: Upon Confirmation
Reappointment Term: June 10, 2028

Nash Stream Forest Citizens Committee - RSA 12-A:9-c
(NH Snowmobile Club)
Kevin Spottiswood, Nashua Effective: Upon Confirmation
Succeeding: Timothy J. Emperor, Stark Term: October 5, 2026

Board of Fire Control - RSA 153:2
(Architect)
Richard D. Proctor, Concord Effective: Upon Confirmation
Reappointment Term: July 8, 2030

Fire Standards and Training Commission – RSA 21-P:26
(Full-time Career Fire Chief)
Chad Miller, Lancaster Effective: Upon Confirmation
Succeeding: Donald DeAngelis, Epping (resigned) Term: November 12, 2027

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CONSENT CALENDAR AGENDA

The Governor and Council on motion of Councilor Stevens, seconded by Councilor Liot Hill acted as follows:

#1 **MOP 150, I, B (1): Expenditure Approvals** – NONE

#2 **MOP 150, I, B (2): Approval of Acceptances**

DEPARTMENT OF NATURAL & CULTURAL RESOURCES

- A. Authorized the Division of Parks and Recreation to accept a donation of two beach-access chairs, one motorized (value of \$6,700) and one non-motorized (value of \$2,550), from Heather Ramsay to be placed at Odiorne Point State Park and Jenness Beach State Park, respectively. Effective upon G&C approval.

#3 **MOP 150, I, B (3): Reports and Findings**

DEPARTMENT OF ADMINISTRATIVE SERVICES

- A. Authorized to accept and place on file the Report and Findings of Councilor Karen Liot Hill with regard to a certain project in participation with Dartmouth College in Hanover, NH.

DEPARTMENT OF ADMINISTRATIVE SERVICES

- B. Authorized to accept and place on file the Report and Findings of Councilor Janet Stevens with regard to a certain project in participation with The Mental Health Center for Southern NH, d/b/a CLM Center for Life Management in Derry, NH.

#4 **MOP 150, I, B (4): Nominations, Confirmations and Appointments** – NONE

#5 **MOP 150, I, B (5): Other Items**

DEPARTMENT OF JUSTICE

- A. Councilor Kenney requested that this item be removed from the consent calendar for discussion. Following discussion, the Governor and Council on motion of Councilor Kenney, seconded by Councilor Liot Hill authorized to amend an existing subgrant with the New Hampshire Department of Safety, Concord, NH (originally approved by G&C on 12/18/24, Item #140), from the Office of Justice Programs, Bureau of Justice Assistance, Paul Coverdell Forensic Science Improvement Grant Program, by extending the end date from September 30, 2025 to September 30, 2026, with no change to the price limitation of \$50,000, for the purpose of funding lab certification maintenance and training for the forensic laboratory personnel. Effective upon G&C approval. No additional funds are involved in this time extension. **100% Federal Funds**

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REGULAR AGENDA

DEPARTMENT OF TRANSPORTATION

The Governor and Council on motion of Councilor Stevens, seconded by Councilor Kenney acted as follows:

#6 Authorized the Bureau of Aeronautics to accept and execute federal grants from the Federal Aviation Administration to fund airport maintenance and operations, as well as airport planning and development projects, at the Portsmouth International Airport at Pease (Portsmouth) and the Skyhaven Airport (Rochester). Federal participation in the amount of \$2,133,283. Effective upon G&C approval through September 30, 2027. **100% Federal Funds (FAA)**

#6A Authorized the Bureau of Right-of-Way to pay property owners \$177,565.81 as documented in the Contemplated Awards list, for amounts exceeding \$5,000 for the period from May 13, 2025 through May 28, 2025. Effective upon G&C approval.

#6B Authorized the Bureau of Highway Maintenance to **retroactively** pay Chadwick-BaRoss, Concord, NH, \$6,013.20 for the parts and repairs of State-owned 2016 Volvo MCT 110C skid steer tractor, from Patrol Section 528 of the Bureau of Highway Maintenance District 5. Effective upon G&C approval. **100% Highway Funds**

#6C Authorized the Bureau of Aeronautics to **retroactively** amend a grant to provide additional funding to the City of Manchester, NH (originally approved by G&C on 8/26/20) to replace the terminal building and terminal-parking garage connector fire alarm system at the Manchester-Boston Regional Airport. The total Federal and State share of the project, including this amendment, will increase from \$1,211,800 to \$1,342,201.09, which equates to a total increase of \$130,401.09. Effective **retroactive** to July 27, 2024, upon G&C approval. **95% Federal Funds, 5% General Funds**

#6D Authorized the Bureau of Construction to transfer funds in the amount of \$311,152 from the Turnpike General Reserve Account to budget and expend revenue for unbudgeted bridge washing services for the Blue Star and Spaulding Turnpike. Effective upon G&C approval through June 30, 2026. **100% Turnpike Funds.** (2) Further authorized to enter into a contract with Deangelo Contracting Services, LLC, Hazelton, PA, on the basis of a low bid of \$859,304 for removal of sand debris and washing of curb lines, concrete surfaces and expansion joints on 264 State owned bridges on or over Tier 1 roadways Statewide. Effective upon G&C approval through October 24, 2025, unless amended by the Department in accordance with the Standard Specifications. **51.92% Betterment and 48.08% Turnpike Operations**

#6E Authorized the Bureau of Construction to enter into a contract with Alvin J. Coleman & Son, Inc., Conway, NH, on the basis of a low bid of \$1,772,685 for turnpike drainage improvements at various locations on NH 16 (Spaulding Turnpike) in the Town of Milton, NH. (2) Further authorized a contingency in the amount of \$88,634.25, for payment of latent conditions which may appear during the construction of the project. Effective upon G&C approval through May 22, 2026, unless amended by the Department in accordance with the Standard Specifications. **100% Turnpike Funds**

#6F Authorized the Bureau of Rail & Transit to pay an amount not to exceed \$80,000 to Tri-County Community Action Program, Inc., Berlin, NH, to upgrade dispatching software. Effective upon G&C approval through June 30, 2029. **100% Federal Funds**

COMMUNITY DEVELOPMENT FINANCE AUTHORITY

#7 The Governor and Council on motion of Councilor Stevens, seconded by Councilor Liot Hill authorized, under the Community Development Block Grant program, to award a grant to the Town of Hillsborough, NH, in the amount of \$500,000 on behalf of Bridge Street Realty Trust to support the 2 Bridge Street Hillsborough Affordable Housing project, which involves the renovation of a historic property located at 2 Bridge Street, Hillsborough, NH. Effective upon G&C approval through June 30, 2027. **100% Federal Funds**

DEPARTMENT OF REVENUE ADMINISTRATION

#8 The Governor and Council on motion of Councilor Liot Hill, seconded by Councilor Kenney authorized to exercise the first of three three-year extensions for the **sole source** contract 2017-101 Revenue Information Management System with FAST Enterprises, LLC, Centennial, CO (originally approved by G&C on 10/31/18, Item #52), to provide continued maintenance and support, cloud migration and additional functionality by increasing the price limitation by \$13,687,813 from \$37,551,640 to \$51,239,453 and extending the completion date from December 31, 2025 to December 31, 2028. Effective upon G&C approval. **90.6% General Funds, 9.4% Capital Funds**

DEPARTMENT OF AGRICULTURE, MARKETS, AND FOODS

#9 The Governor and Council on motion of Councilor Liot Hill, seconded by Councilor Stevens authorized to **retroactively** pay a membership fee to the National Association of State Departments of Agriculture, Arlington, VA, in the amount of \$5,400 to provide annual membership. Effective upon G&C approval for the period July 1, 2025 through June 30, 2026. **100% General Funds**

#10 NOT USED

INSURANCE DEPARTMENT

#10A **FAILED** - The Governor and Council on motion of Councilor Liot Hill, seconded by Councilor Kenney, moved to adopt this item for discussion. Following discussion, the Governor and Council, with Councilors Kenney, Stephen, and Wheeler voting **no, failed** to authorize the request to place Narciso Garcia Jr. at the sixth step for the position of Insurance Fraud Director, earning \$109,601 annually. Effective upon the first day of the first pay period, upon G&C approval. **100% Agency Income**

LIQUOR COMMISSION

#11 The Governor and Council on motion of Councilor Stevens, seconded by Councilor Kenney authorized to enter into a contract with GM2 Associates, Inc., Concord, NH, in the amount of \$15,670 for land surveying services. Effective upon G&C approval through July 31, 2026. **100% Liquor Funds**

DEPARTMENT OF NATURAL & CULTURAL RESOURCES

The Governor and Council on motion of Councilor Stevens, seconded by Councilor Kenney acted as follows:

#12 NOT USED

#13 Authorized the Division of Parks and Recreation, Cannon Mountain to make a **retroactive and sole source** payment to Royal Electric Co. Inc., Woodsville, NH in the amount of \$19,016.61 for labor and materials required for the emergency repairs to two snowmaking VFD drives at Cannon Mountain Ski Area. Effective upon G&C approval. **100% Other Funds (Agency Income)**

#14 Authorized the Division of Parks and Recreation to enter into a Service Agreement with the Blue Ocean Society for Marine Conservation (BOS), Portsmouth, NH to use space located within the North Pavilion at the Seashell Complex at Hampton Beach State Park for the purpose of providing education and interpretive services pertaining to marine life, local and maritime history, and the marine environment. Effective upon G&C approval through December 31, 2027. (2) Further authorized to accept annual payments in the amount of \$2,000 for the use of the facility, plus 15% commission of gross income from admission and private events collected by the BOS, as provided within the Service Agreement.

#15 Authorized the Division of Parks and Recreation, Bureau of Trails to enter into Grant-In-Aid agreements with the OHRV clubs as detailed in the letter dated June 2, 2025, in the total amount of \$1,200,000. Effective upon G&C approval through May 31, 2026. **100% Other Funds (Transfers from Fish & Game)**

#16 Authorized the Division of Parks and Recreation, Bureau of Trails to enter into Grant-In-Aid agreements with the snowmobile clubs as detailed in the letter dated June 2, 2025, in the total amount of \$1,800,000. Effective upon G&C approval through December 31, 2025. **100% Other Funds (Transfers from Fish & Game)**

DEPARTMENT OF ENVIRONMENTAL SERVICES

The Governor and Council on motion of Councilor Stevens, seconded by Councilor Liot Hill acted as follows:

#17 Authorized to enter into a **sole source** contract with New Hampshire Water Works Association Inc., Concord, NH in the amount of \$15,000 to support the New Hampshire Water Works Association 2025 Exposition and Trade Show. Effective upon G&C approval through December 31, 2025. **100% Federal Funds**

#17A Authorized to enter into a grant agreement with the Connecticut River Watershed Council, Inc., Greenfield, MA for a total of \$21,285 to fund aquatic invasive species prevention activities along the Connecticut River section that flows along the New Hampshire border. Effective upon G&C approval through December 31, 2025. **100% Lake Restoration Funds**

#17B Authorized to approve a loan agreement with the Town of Marlborough, NH in the amount not to exceed \$250,000 to finance water system improvements under the provisions of RSA 486:14 and NH Code of Administrative Rules Env-Dw 1100 et seq. Effective upon G&C approval. **100% Federal Funds**

#17C Authorized to enter into grant agreements with the entities as detailed in the letter dated June 25, 2025, totaling \$56,178 to fund Household Hazardous Waste collection projects. Effective upon G&C approval through June 30, 2026. **100% Hazardous Waste Funds**

DEPARTMENT OF EDUCATION

The Governor and Council on motion of Councilor Wheeler, seconded by Councilor Kenney acted as follows:

#18 Authorized to enter into a contract with Heidi Klienman, New Albany, OH in an amount not to exceed \$60,000 to conduct impartial special education complaint investigations. Effective upon G&C approval through September 30, 2028. **100% Federal Funds**

#19 Authorized the Bureau of Vocational Rehabilitation to enter into a **sole source** agreement with Granite State Independent Living, Concord, NH, in an amount not to exceed \$2,645,020.80 to provide the "Inspiring the Mastery of Postsecondary Achievement in College, Careers & Training" program in five regions in NH. Effective upon G&C approval for the period of September 1, 2025 through August 31, 2027, with an option to renew for two additional one year terms. **100% Federal Funds**

DEPARTMENT OF SAFETY

The Governor and Council on motion of Councilor Stevens, seconded by Councilor Stephen acted as follows:

#20 Authorized the Division of Motor Vehicles to **retroactively** pay annual membership dues to the International Fuel Tax Agreement, Inc., Chandler, AZ, in the amount of \$27,000 for SFY2026 membership as Authorized by RSA 260:65b. Effective upon G&C approval for the period July 1, 2025 through June 30, 2026. **100% Agency Income (Cost of Collection)**

#21 Authorized the Division of Homeland Security and Emergency Management to enter into a **retroactive** grant agreement with the City of Manchester, NH, in the amount of \$23,493.62 to update their Hazard Mitigation Plan. Effective upon G&C approval for the period of December 7, 2023 through May 2, 2026. **100% Federal Funds**

#22 Authorized the Division of State Police to enter into a contract with DNA Lab International, Inc., Deerfield Beach, FL, in an amount not to exceed \$75,000 for the provision of forensic testing services to assist New Hampshire State Police Major Crime Unit and Cold Case Unit beyond the scope of the New Hampshire State Police Forensic Laboratory testing services with forensic analyses of spent shell casings. Effective upon G&C approval through June 30, 2028, with the option to renew for one two-year period. **92% General Funds, 8% Agency Income**

DEPARTMENT OF JUSTICE

The Governor and Council on motion of Councilor Kenney, seconded by Councilor Stephen acted as follows:

#23 Authorized to grant an annual salary increment to Susan Watkins, Chief Forensic Investigator, in the amount of \$4,755 from a salary of \$91,980 to a new salary of \$96,735. Effective upon G&C approval, or July 26, 2025, whichever is later.

#24 Authorized to grant an annual salary increment to Jennifer L. DiGeorge, Criminal Justice Investigator, in the amount of \$4,318 from a salary of \$79,144 to a new salary of \$83,462. Effective upon G&C approval, or July 26, 2025, whichever is later.

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
Division for Children, Youth & Families**

#25 The Governor and Council on motion of Councilor Stevens, seconded by Councilor Liot Hill authorized to enter into a **sole source** amendment to an existing contract with New Hampshire Juvenile Court Diversion Network, Inc., Concord, NH (originally approved by G&C on 6/24/24, Item #55), to add funding to continue providing technical assistance training, and accreditation support to the Juvenile Justice Court Diversion Program network to maintain and expand juvenile court diversion services, by increasing the price limitation by \$800,000 from \$2,050,000 to \$2,858,000 with no change to the contract completion date of June 30, 2026. Effective upon G&C approval. **100% General Funds**

Office of the Commissioner

#25A **WITHDRAWN** – The Governor withdrew the request to enter into a **retroactive sole source** amendment to an existing contract with Alvarez & Marsal Public Sector Services, LLC, Washington, DC (originally approved by G&C on 6/16/21, Tabled Item #7A), for services to support long-term strategic efforts to improve the quality of services delivered to New Hampshire citizens and increase operational efficiencies, by increasing the price limitation by \$9,847,800 from \$27,640,000 to \$37,487,800 and by extending the completion date from June 30, 2025 to June 30, 2027. Effective **retroactive** to July 1, 2025, upon G&C approval. **79% Federal Funds, 21% General Funds**

DEPARTMENT OF ADMINISTRATIVE SERVICES

The Governor and Council on motion of Councilor Kenney, seconded by Councilor Stephen acted as follows:

#26 Authorized a Working Capital Warrant for the month of August 2025 in the amount of \$850,000,000 to cover the payment of expenditures for the month.

#27 Authorized an amendment to chapter MOP 150 Section V.A.3 and the addition of MOP 150 Section V.C.3 and MOP 150 Section VII.B.4 to the Department of Administrative Services Manual of Procedures. Effective upon G&C approval.

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TABLED ITEMS REMOVED AND APPROVED

DEPARTMENT OF NATURAL & CULTURAL RESOURCES

#107 Authorized the Division of Forests and Lands to purchase 4 lots totaling 3.86+/- acres in the Town of Warner, NH, from the Society for the Protection of New Hampshire Forests, Concord, NH for an amount up to and not to exceed \$32,725 for the purpose of maintaining continuity among existing State owned parcels of land. Acquisition of these properties will ensure continual access is being protected for the State Park; ***facilitating management for forestry and recreation; including but not limited to hunting and fishing.** Effective upon G&C approval. **100% Revolving Funds**

*** As amended by the Governor on July 7, 2025**

On June 25, 2025:

The Governor and Council on motion of Councilor Wheeler, seconded by Councilor Stephen, voted to **table** item #107 above.

On July 9, 2025:

The Governor and Council on motion of Councilor Stephen, seconded by Councilor Liot Hill voted to remove item #107 above from the table. Then, the Governor and Council on motion of Councilor Wheeler, seconded by Councilor Kenney, voted to adopt item #107 for the purpose of discussion. Following discussion, the Governor and Council approved item #107 above.

DEPARTMENT OF ADMINISTRATIVE SERVICES

#273 Authorized the Division of Public Works Design and Construction to enter into a contract with Fulcrum Associates, LLC, Amherst, NH, for a total price not to exceed \$8,382,971 for Veterans Home Building Addition. (2) Further authorized a contingency in the amount of \$408,993.40 for unanticipated site expenses. (3) Further authorized a payment of \$241,000 to the Department of Administrative Services, Division of Public Works Design and Construction, for project management and engineering services. Effective upon G&C approval through the completion of construction administration services, estimated to be May 29, 2026, unless extended in accordance with the contract terms. **65% Federal Funds, 35% Capital Funds**

On June 25, 2025:

The Governor and Council on motion of Councilor Kenney, seconded by Councilor Wheeler, voted to **table** item #273 above.

On July 9, 2025:

The Governor and Council on motion of Councilor Kenney, seconded by Councilor Liot Hill voted to remove item #273 above from the table. Then, the Governor and Council on motion of Councilor Kenney, seconded by Councilor Stevens, voted to adopt item #273 for the purpose of discussion. Following discussion, the Governor and Council approved item #273 above.

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ITEM REMAINS ON THE TABLE

FISH AND GAME DEPARTMENT

#64 Authorize to grant a salary increase to Stephanie L. Simek, Ph.D., Executive Director, in the amount of \$8,452.80, from a current salary of \$128,912 to a new salary of \$137,364.80, which is \$2,092.80 above the labor grade HH maximum step on the unclassified salary chart. Effective May 7, 2025, upon G&C approval. **100% Fish and Game Funds**

On May 21, 2025:

The Governor and Council on motion of Councilor Wheeler, seconded by Councilor Stephen voted, with Councilors Liot Hill and Stevens voting **no**, to **table** item #64 above

On June 4, 2025:

No action taken.

On June 25, 2025:

No action taken.

On July 9, 2025:

No action taken.

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The next regular Governor and Executive Council meeting is scheduled for Wednesday July 30, 2025 at 10:00 a.m. at Pittsburg Ridge Runners Snowmobile Club, Club House, 17 Dickson Lane, Pittsburg, NH.

The Honorable Board then adjourned at 1:05 p.m.

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Minutes taken by Kaley Dion, Assistant Secretary of State