



Board of Trustees Assets and Resources Committee
NHTI - Concord's Community College, Grappone Hall 106
Thursday, September 18, 2025

Attendees: Committee Chair Trustee Gregory C. Eastman, Trustee Richard Ackerman, Trustee Chris Dodge, Trustee Geoffrey Kennedy, and LRCC President Patrick Cate, Chancellor Rubinstein

Regrets: Chief Information Officer Barbara Spada

Meeting Minutes:

Committee Chair Eastman called the Assets and Resources Committee meeting to order at 9:07am. He recognized and thanked Human Resources Director Sara Sawyer for her 33 years of commitment to CCSNH after the announcement of her impending retirement. He also recognized and welcomed the new Director of Capital Planning and Development, Veronica Thibodeau Carter and thanked the exiting Director of Capital Planning and Development, Matt Moore, for his service as it was his last day.

Approval Items:

1. Trustee Ackerman motioned to approve the 6/12/2025 meeting minutes as presented, Trustee Dodge seconded the motion. Motion carried unanimously.
2. Trustee Dodge motioned to accept the terms of the agreement between Kearsarge Energy and NHTI - Concord's Community College as it was presented. Trustee Kennedy seconded the motion. Motion carried unanimously.
3. Trustee Ackerman motioned to table the telephony request, Trustee Kennedy seconded the motion. Motion carried unanimously.
4. Trustee Ackerman motioned to approve the Board of Trustees policy 300 revisions as proposed be brought to the full Board of Trustees for full Board approval, Trustee Kennedy seconded the motion. Motion carried unanimously.

Update Items:

1. Business Affairs Officer, Marsha Bourdon, from NHTI - Concord's Community College presented a proposal from Kearsarge Energy to enter into a group net metering agreement. The proposal was based on 85-90% of their actual usage over the last year and they would be locked in for the next 20 years with electric credits over \$1.2mm. However, if for some reason this program doesn't work for NHTI they can exit the agreement at any time without penalty.

There was discussion about if this would cause a conflict of interest for the other campuses or if there was any risk involved. It does not cause a conflict of interest if other campuses want to pursue other like agreements, and there is no risk. It was



noted that it is worth looking into for the other campuses, however, NHTI is currently the only campus using Unitil and that is who is partnered for this agreement.

Since the agreement has already been thoroughly vetted through legal, the next step is to bring the agreement forward at the next full Board of Trustees meeting for the full board approval.

2. Chancellor Rubinstein presented a proposal to transition the telephony system. The current system is outdated and unsupported. The team who reviewed the RFPs (request for formal proposal) narrowed down 22 submissions to 5, and then recommended Microsoft Teams.

There was discussion about the cultural shift needed to make a change of this magnitude. There was also discussion about whether Chief Information Officer Spada had connected with the State's Chief Information Officer since they are in the process of making the same type of change. They have ultimately decided to use a different company to avoid having so much of their technology tied up with one vendor.

3. Director Moore gave an update on where we stand with our ongoing capital planning projects. There is still some funding left from a project started in FY 20/21, those funds will be used to re-define where the waterline that was fixed with those funds is. Director Moore re-iterated that we use all the funds we receive for capital projects, but the funds have to be used on what they are issued for.
4. Director Sawyer presented a set of recommended changes to Board of Trustees Policy 300; the proposed changes provide clarifying and consistent language. The changes will be posted online for the required 30 days and will be voted on by the full Board of Trustees in December.

With no further business, the meeting adjourned 10:30am.

Respectfully submitted,

Cassandra Hoefs
Executive Assistant to the Chancellor and the Board of Trustees