

# NH Public Works Mutual Aid Program

c/o NH Municipal Association  
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TO: NH Public Works Mutual Aid Program Board of Directors

DATE: October 1, 2002

RE: September 17, 2002 Minutes

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The next meeting of the New Hampshire Public Works Mutual Aid Program Board of Directors will be held at the NH Municipal Association Office Building at **9:00 am on Tuesday, December 3, 2002**. If you are unable to attend this meeting, please contact Kathy DesRoches at UNH T<sup>2</sup> Center, 800-423-0060. A copy of the minutes from the Board's September 17, 2002 minutes are attached.

A tentative agenda has been established as follows. If you have additional items to be placed on the agenda, please contact Chair Pete Lavoie.

## Meeting Agenda

1. Meeting Minutes
2. Review of Any Activation
3. Communication Devices
4. Membership Status Report/Recruitment
5. Training
6. Logo/Video
7. Other Business
8. Next Meeting

NEW HAMPSHIRE PUBLIC WORKS MUTUAL AID PROGRAM BOARD OF DIRECTORS MEETING,  
September 17, 2002 AT LOCAL GOVERNMENT CENTER, CONCORD, NH

PRESENT:

Chair: Peter Lavoie, Director of Community Services (Dover)  
BJ Richardson, Office Assistant, NHMA  
Ed Betz, Peterborough  
Gregg Champlin, NHEOM  
Stephen Gray, NHDOT  
Bill Hermen, New Durham

Guest:

Doug Sargent, Ossipee

Peter Lavoie called this meeting of the NH Public Works Mutual Aid Program to order at 9:15 am.

1. Approval of Minutes:

All present approved

2. Review of any Activation:

None known

3. Communication Devices:

\$2000 of the original \$2500 will go into a separate account. Judith Glendinning from NHMA wrote out and gave a check to Peter Lavoie to take to the Bank of New Hampshire to open a Savings Account.

4. Membership Status Report/Recruitment:

3 New members have joined; they are as follows, Westmoreland, Grafton, and Lyndeborough. The cities of Keene and Nashua have also expressed interest.

5. Training:

11/6 orientation in Lincoln (cancelled)  
11/13 orientation in Dover  
1120 orientation at NHMA

There is also Hazmat training on September 24 at the Fire Academy in Concord

6. Logo/Video:

Logo, Kathy is working with Audrey from NHMA on this.

Video, The total cost to make the video is approximately \$10,000. Doug mentioned that there are some class 6 roads in Ossipee that could be used to film the video. Gregg stated that Fritz Weatherbee would be doing the narration for this video. It was said that the video should include trucks/equipment from various towns/cities and to also use video/still photos from past storms. Doug mentioned that the State Historical Society should have some available. Gregg and Stephen will work on this.

7. Other Business:

Gregg mentioned a group called Emergency Response Information Exchange Consortium, and that we should think about using them in the future for educational purposes. All agreed.

8. Next Meeting:

If there is space available it will be held at the NHMA Annual Conference at the Center of New Hampshire in Manchester, NH. BJ will mention this to Audrey/Lori from NHMA and Kathy can coordinate this with either one of them.

Meeting Adjourned at 10:05 am.

Respectfully Submitted,

BJ Richardson, Office Assistant  
New Hampshire Municipal Association