

NH Public Works Mutual Aid Program

c/o NH Municipal Association
25 Triangle Park Drive
PO Box 617
Concord, NH 03302-0617
TEL: 603/224-7447 FAX: 603/226-2322

TO: NH Public Works Mutual Aid Program Board of Directors

DATE: February 13, 2004

RE: February 12, 2004 Minutes

The next meeting of the New Hampshire Public Works Mutual Aid Program Board of Directors is scheduled for June 3, 2004. A copy of the minutes from the Board's February 12, 2004 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 Richard Lee or Kathy DesRoches.

Meeting Agenda

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

NEW HAMPSHIRE PUBLIC WORKS MUTUAL AID PROGRAM BOARD OF DIRECTORS'
MEETING, FEBRUARY 13, 2004 PRIMEX³, BOW, NH.

PRESENT:

Chair: Richard Lee, Director of Public Works, New London

Vice Chair: Alan Côte, Superintendent, Derry

Secretary & Treasurer: Bill Herman, Town Manager, New Durham

Brian Barden, Road Agent, Dublin

Ed Betz, Director of Public Works, Peterborough

Greg Bowen, Road Agent, Loudon

Chum Cleverly, Director of Public Works,

Kathy DesRoches, Assistant Director (UNH T² Center)

Guests:

Mike Santa, Building Inspector, Nashua

Charlie Smart, Building Inspector, Newington

This meeting of the NH Public Works Mutual Aid Program was called to order by Richard Lee at 9:05.

I. Approval of Minutes

- Motion, "to accept minutes" Côte, Barden, approved

II. Proposed Agreement Changes

- The majority of the ballots approved the agreement changes.
- New agreement is posted on the website.
- Copies will be distributed to membership.
- Question if it's necessary to have new agreements signed. Since membership voted to approve, it is not necessary to get new signed copies.
- Change NHMA to Local Government Center.

III. Activation

- None.

IV. Communication Devices

- Suggested that we look into buying walkie-talkie type units.
- Lee will look at them.
- Lee will contact OEM to see if monies are available to purchase.

V. Membership Status Report

- No new members

VI. Training

- First Aid & ICS Training were done in the fall.
- Weapons of Mass Destruction planned for June 2004
- DesRoches & Herman will come up with a price for June class.

VII. Committee Membership

- Officers
 - Motion, "To nominate Bill Herman as interim Secretary," Côte, Barden, approved
 - Motion, "To nominate Bill Herman as interim Treasurer," Côte, Barden, approved
- Greg Bowen is ill. DesRoches will seek interim replacement. Will contact Doug Sargent of Laconia

VIII. Other Business

Building Officials Association—Santa & Smart.

- Discussed mutual aid for building inspectors (BI)
- Discussed adding BI as a resource under Public Works Mutual Aid.
- If BI becomes a resource then should add seat to the board.
- BI annual meeting on April 14th at LGC. Côte, Lee & DesRoches will attend and do presentation.
 - Would like points as to how to approach local officials.
- May want to approach Health Officers.
 - Discuss w/Louise Merchant @ State Division of Public Health
 - Lee will talk to the health officer in New London
 - Smart will discuss with Judy Jarvis in Exeter

Next Meeting June 3, 2004 @ 9 am.

Motion "to adjourn" at 10:30 am, Lee, Herman, Approved

Respectfully Submitted,

Kathy L. DesRoches
Assistant Director
Technology Transfer Center