

**NH PUBLIC WORKS MUTUAL AID BOARD OF DIRECTORS' MEETING**  
**September 14, 2012**

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**PRESENT:**

**Board Members & Officers:** Jim Terrell – Walpole, Kurt Grasset - Hancock, and Kurt Blomquist - Keene.

**Ex-Officio Board Members & Guests:** Beth Hamilton– UNH T2, Johnna McKenna—DES, Caleb Dobbins – NHDOT, Lance Harbor and Mike Porter – Emergency Management.

Meeting called to order at 11:16 AM.

**Guests Make Presentation**

- Outreach is desired to Public Works based on Emergency Management and what you can and can't do in a disaster.
- Try to reach out at the LGC Conference to attempt to educate more communities on what they are missing.
- Emergency Management would like to host an education meeting in Concord or locations around the state and invite Public Works employees to attend, a Disaster Preparedness Conference.
- Educate Public Works on how to handle a disaster.
- Emergency Management could sponsor travel costs while others could support with speakers or refreshments.
- Emergency Management to reach out to the DRA, to get advice on how to handle a disaster.
- Also discuss with the DRA which towns are unable to accept grants or gifts without a town meet, how to approach that in the future.
- There is a need for outreach to membership and other communities, because they don't know how where to begin, how to assess damage, how to keep proper documentation.
- Also, there are still approximately 100 communities missing out on assistance through NHPWMA.
- Emergency Management offered the assistance of an employee to help create a document as a "Disaster How-to Guide".
- Emergency Management may be able to write a grant to offer to use for an event like stated above or the creation of a document as stated above.
- Mike and Lance to send a point of contact to Jim Terrell to move forward with the publication and conference ideas.

**LGC Affiliate Program Ending**

- NHPWMA will no longer be supported by the LGC Affiliate Program as of Nov. 1, 2012.

- NHPWMA needs financial assistance and management, database management, membership management and invoicing, event coordination, publication assistance (printing and mailing), and access to a facility/space.
- LGC will give more information in October, based on which groups are interested in keeping their services through the LGC.
- Board will plan a meeting in mid-October to further discuss and make a decision.

**Adjourn**

BOD adjourned at 12:10 PM.

Respectfully submitted,  
Bill Herman, Secretary  
September 27, 2012