



NH Public Works Mutual Aid Board Meeting

Date: December 8th, 2023 Time: 11:00am

Location: Microsoft Teams

Meeting Minutes

- Call to Order at 11:05am
- Establishment of quorum and attendance:
 - Kürt Blomquist
 - Johnna McKenna
 - Alan Côté
 - John Storer
 - Ken Conaty
 - Alan Hanscom
 - Neal Beauregard
 - Christina Rambo
 - Marilee Enus
 - Lee Cooper

Secretary's Report:

- None

Treasurer's Report:

- Balance \$23,373.00
 - AC motioned to approve November Treasurer's report and JS seconded, all in favor and passed

Officer Positions – Election:

- Chair – Kürt Blomquist – term expired on April 21, 2023
 - KB is retiring from Keene but would like to continue serving on the board
- Vice Chair – Johnna McKenna – term expired on April 21, 2023
- Treasurer/Secretary – Open
- Past – Chair – Alan Côté – term expired on April 21, 2023
 - JM and KB's terms have expired, they will serve until replaced
 - They are open for discussion or interest on either position
 - AC leaving a year from now and will be retiring
 - These are two-year terms
 - It was noted that UNH T2 awards credit for the Advanced Master Roads Scholar capstone for serving on the board
- KB is willing to stay as chair thru 2024
- JM is vice chair and NHDES representative
 - She will stay in this role but doesn't want anyone to be deterred from being vice chair, if someone else is interested in being vice chair, let the board know

- Introduced CR, she filled a new position as the Resiliency and Adaptation Manager at NHDES
- KB reminded the group about bylaws
 - Discussion about the descriptions for positions
 - Mentioned that we either need new officers or if not, current officers stay on until replacements found
 - AC explained the Treasurer/Secretary position for any potential new board members, explained it is a good position to start in, allows room for folks to move into new position
 - KC mentioned in the chat that if no one else is interested he would be interested in stepping up to the Treasurer / Secretary position
 - Treasurer/Secretary partners with NHMA's Judith Pellowe
 - Keep an eye on the books
 - Take meeting minutes
- JM nominated KC for Treasurer/Secretary, AC seconded, all in favor and passed. Ken Conaty voted in as Treasurer/Secretary
 - AC asked if there were any thoughts about vice chair role
 - asked NB, he is not ready to take on roll
 - JS said same as NB and is interested in talking more about this next year
- AC nominated JM for Vice Chair, JS seconded, all in favor and passed. Johnna McKenna voted in as Vice Chair
- AC nominated KB for Chair, JS seconded, all in favor and passed. Kürt Blomquist voted in as Chair
- The website will be updated with two-year time frame for these roles

Activations:

- Discussion about activations in July 2023, there were 10 communities that provided or responded in some manner
 - Five communities requested aid
 - Largest deployment of activations in memory
 - Feedback to KB has been positive and communities are pleased with what they received
 - Received a lot of inquiries about joining NHPWMA from new member communities
- KB is requesting all EMDs are on listservs related to Homeland Security. He has had conversations with them about having a board member on the distribution list that is sent to EMDs
 - KB asked if anyone is interested in being included on listserv for EMDs to funnel info to PW community. He doesn't need an answer now
 - JS interested in receiving info about Strafford county

Training for members:

- Presentations at NHMA Conference in November
 - Two members presented at the conference
 - ME said her presentation went well, great conversation. Did not see a lot of PW members at the conference
 - KB also said his presentation went well

- 2024 is the year for the NHPWMA biannual conference
 - This topic to be placed on the agenda for the next meeting
 - Will need topics, maybe send note to members to ask about topics they want to see
 - If anyone can think of vendors that may want to be sponsors, please let the board know
- AC mentioned the Fires and Wires training that occurred in 2023 and he would like to do something similar again. He would like to have a training take place north of the notch again as well.
 - ME said it was well received, could put events on the T2 print calendar if dates were planned in advance
 - KB said the board could pay for lunch or support in other ways, partner with others regarding programs they may want to have on emergency related topics.
 - ME mentioned that incident training is a hot topic. This would be a good topic for a workshop in the future.

New Business:

- Discussion about open board positions
 - KB mentioned the open positions, thanked NB, JS, KC for joining
 - Voting member vacancies
 - Representatives from the NH Road Agents Association, one vacancy
 - Representative from the Municipal Management Association vacancy
 - AC mentioned that there was a Town Administrator that was potentially interested. AC will follow up with him. KC will also follow up with him. KC had great things to say about working with this individual.
 - Amendment(s) to Agreement
 - KB mentioned bylaws and they need to be revisited to ensure the board is following RSA 91-A processes.
 - Since the COVID emergency has ended, 91-A requires a quorum to be physically present but can have other members participate remotely
 - Concord NHMA is a good central location, will need majority of board members to attend in person.
 - Discussion about adding to bylaws to let others participate virtually
 - To make amendments to bylaws, the board has to notify membership and call a special meeting
 - This could potentially be done at the fall conference for NHPWMA
 - JM asked if the board has signed the contract with NHMA, it was approved at the September meeting, KB will check with Judith at NHMA
 - JM asked about what to do with checks that have been sent to pay annual dues, KB told her to tell Judith to return any checks that are sent to pay for dues

- AC asked if we should address covering dues and waiving the membership fee for current and new members
 - AC motioned to waive dues for 2024, JM seconded, all in favor and passed
 - KB will send letters to participants, ME mentioned emailing each town and asking if they have any changes, let us know.

Future Meeting Dates:

- In person at NHMA – KB will put out a poll for dates/times.

Meeting adjourned at 12:01pm