



# NH Public Work Mutual Aid Board Meeting

Date: May 22, 2024

Time: 10:30 AM

Location: NHMA  
Library Conference Room  
25 Triangle Park Dr  
Concord, NH 03301

## Meeting Minutes

- Call to Order at 10:31
  - Establishment of Quorum and attendance
    - Kürt Blomquist
    - Johnna McKenna
    - Ken Conaty
    - Brenda Leonard
    - Christina Rambo
    - Lee Cooper
    - Courtney Mitchell
    - Alan Côté
- Secretaries Report:
  - KB made a motion to approve the minutes from December 2023, JM seconded. Motion approved.
- Treasurers Report:
  - KB stated no changes, roughly \$28,000
  - JM asked if we signed contact with NHMA, KB said he believes we had but he will check.
- Activation
  - KB stated there have been no activations since the last meeting. During the eclipse some smaller communities up north needed some assistance, was declared a slow emergency, and an unplanned amount of people who showed up. Concurred communities could use mutual aid for barriers to help minimize visitor traffic.
  - KB has had questions about the mutual aid agreement being used due to lack of staff. That is not a “mutual aid” but if they get into a situation, they get into a severe weather event, their selectboard declares an emergency they can use mutual aid. Mentioned that communities should talk with surrounding mutual aid communities to see if they can assist each other. AC mentioned the bylaws mention events that would be considered activations.
- Training for members:

- KB mentioned the Emergency Management Conference. Previously was held at the National Guard facility from 8am-1pm, asked if anyone had thoughts on it. JM has the agenda from October 2021, it included Mutual Aid 101, Round Table, and Cybersecurity topic at lunchtime. Prior to 2021 conference was the 2018 conference. AC mentioned if NHPWMA plans to present at this, it would have to be intriguing enough for people to show up.
- KB mentioned that we could plan a topic for NHMA conference. Last year, the session was about FEMA funding and what to expect. KB sent an outline of what NHMA is looking for. We will need to submit an outline of the presentation by May 31<sup>st</sup>. Submitting an outline does not ensure that the topic will be chosen.
  - AC said that a topic for NHMA would be attainable, JM has an asset management workshop set for the 30<sup>th</sup> with her department. KB asked what topics to put out there. CM asked if we have done a Doodle poll to see what members want to learn about.
  - The Fires and Wires training was mentioned (not related to NHMA). AC mentioned that at the Emergency Management Conference there was a session on awareness of prepping one's home because Public Works crews are out working during emergencies. The session covered how to plan ahead at home when there are emergencies for Public Works to attend to. KB said they need 75-minute topics at the NHMA conference. KB will write out a paragraph long proposal and send it to the group. There was discussion about adding a panel discussion to the write up. If anyone thinks of other topics, please email the board. JM asked if NHPWA will have a booth at the conference that we could sponsor. KB will email Scott Kinmond, Marilee Enus, and Dan Hudson to what their thoughts are on a booth.
- Other Training/Support Opportunities
  - Discussion on the Fires and Wires training for late fall 2024 or spring 2025.
  - KB mentioned NEPWA has monthly online webinars and asked if that is something the board will be interested in.
  - Discussion about creating a Doodle survey about what topics members would like to see, what info they are missing.
  - CM asked if there is a session on how to prepare foremen and others for leadership roles. KB mentioned that Primex and UNH T2 have classes/workshops on supervisory topics. KB mentioned that it would be good to have some sort of quarterly activity, so we reach our members more.
  - UNH T2 can assist with sending out a survey about training topics.
  - Board members can send any topic ideas to KB.
  - KB went over open positions on the board. If anyone knows anyone interested, please have them reach out to him.
- New Business:
  - Waiving of Dues
    - KB said Judith asked about the last 3 years. We had been waiving the \$25 dues because we still have sufficient funds.
    - AC made a motion to waive the dues for current members for 2024-2025. JM seconded. Motion approved.

- KB mentioned sending a letter asking current members to update their contact info.
  - AC made a motion to waive the dues for new members for 2024- 2025. JM seconded. Motion approved.
- Amendment(s) to Agreement
    - KB discussed amendments to the agreement. KB will send out the amended agreements. It has been about 8 or 9 years since the last amendments. He will try to get it out to everyone before next meeting.
    - KB asked if anyone had any other topics to discuss. KB is headed to Washington to discuss Public Works as first responders. This is a good opportunity to make sure that the federal legislature understands how important it is to consider Public Works as first responders. NH has done well with including Public Works as first responders.
    - LC Mentioned Marilee is working on reconciling which NH communities are members and not members.
    - CR mentioned the Granite State Tabletop Exercise in Meredith. The municipalities present, especially water works, wanted to know if they receive benefits for being first responders. KB said there isn't any kind of registry. PW is listed in the law as first responders. They need to remind HR that they are first responders.
    - CR mentioned that it might be helpful to remind members how to activate, what it is used for. JM mentioned that maybe we could reach out to tabletop presentation group and sponsor for next year.
- Future Meeting Dates:
    - We meet quarterly. We should be able to coordinate virtually. August or early September. JM mentioned early September. KB will send a Doodle poll for times on September at 11<sup>th</sup> or 12<sup>th</sup> for a morning meeting time, perhaps around 10am or 10:30am.
- Meeting adjourned at 11:35am