



NH Public Works Mutual Aid Board Meeting

Date: October 11, 2024

Time: 9:30 AM

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

Meeting Minutes

- Call to order at 9:33am
 - Quorum established
 - Kürt Blomquist, P.E. (NHPWA)
 - Ken Conaty (NHWPCA)
 - Johnna McKenna (Ex Officio, NHDES)
 - Alan Hanscom (Ex Officio, NHDOT)
 - Alan Côté (NHPWA)
 - André L. Garron, ICMA-CM (NHMMA)
 - Brenda Leonard (NHDES)
 - Ethan Widrick (NHDES)
 - Clint Havens (Derry)
 - Lee Cooper (UNH T2)
- Secretary's Report
 - Minutes from May meeting
 - AC motioned to approve May meeting minutes and JM seconded, all in favor and passed
- Treasurers Report
 - August Treasurers report discussion. We are in the 3rd or 4th year of paying for member dues. There is \$22,600 in the bank.
 - Discussion about using funds to pay for member training (Fires & Wires training, etc.)
 - AC motioned to approve the Treasurer's report and JM seconded, all in favor and passed
- Activations
 - There were no activations, Dalton had reached out but did not activate
 - AC had spoken with Dalton team at the shed in Littleton and with a selectboard member.

- Training for members:
 - KB mentioned the NHPWA Fall Technical meeting, Kurt, Alan Côté, and Scott will be hosting a session on FEMA.
 - NHPWMA Conference: KB mentioned we did not have an annual conference this year. There was discussion about NHPWMA conference in the Fall of 2025, AC mentioned mid-September would be ideal for the NHPWMA conference.
 - Location ideas – National Guard building, JM and EW have a contact there. They will ask about availability.
 - Topics ideas – historically it has been 9:00am to 1:00pm-2:00pm, and we provide lunch. Dual presentations for each session are about one hour. The dual sessions allows for four topics, then a guest speaker at lunch.
 - JM asked about cybersecurity. Discussion about Primex and if they could present about cybersecurity and response. KB mentioned that for this topic, we need to show folks that this is happening in NH.
 - The cyber security topic could include continuity of operations plan, how will you function if you get malware etc.
 - Public assistance - This could be a session on how it works. They could speak to \$25k emergency plan.
 - The state passed legislation regarding communities getting a \$25k grant from damage from an emergency. Communities will be eligible for a new capital reserve fund. There are still questions about how this law will be implemented.
 - JM mentioned that in 2018, we held double sessions on topics such as Mutual Aid 101, Disaster Documentation, Drones, and DES Emergency Permitting, and a Round Table Discussion on Lessons Learned. Kevin Skarupa was the lunch speaker.
 - KB asked everyone to think about topics, speakers, etc.
 - Ken mentioned wastewater topics and resiliency.
 - KB mentioned Hazard Mitigation Planning.
 - JM mentioned a new topic could be related to how small towns activate with info about how members can access and use NHPWMA. We could include an explanation of mutual aid and what it is.
 - Smaller municipalities may be less equipped with staff and knowledge, engineers, etc.
 - KB mentioned that FEMA was looking for pre-event photos (falls into asset management). He has been recommending that if towns have areas prone to flooding, they should think about taking photos for documentation. This topic could include pre-storm and post-storm documentation.

- JM and BL will work on cyber security topic.
 - Fires and Wires Training in 2025
 - Discussion about hosting Fires and Wires Training again in partnership with UNH T2 and Eversource.
 - UNH T2 can assist with registration.
 - Further discussion at the next board meeting.
 - Virtual Training
 - UNH T2 can assist with registration and Zoom meeting coordination.
 - AC mentioned that these sessions should be free and used to educate members about NHPWMA.
 - The board was asked to think of two topics for virtual training.
- New Business:
 - NH-ACEC Engineering Support
 - KB mentioned that he was approached by NH-ACEC Engineering Support to potentially have their engineers assist with NHPWMA.
 - Discussion about how this would be structured, liability, etc.
 - KB has had a few meetings with them. AC asked about legislation related to this. KB said think of them as volunteers, town can contract with them and that would allow them to come help. KB was helping them figure out how they can assist. Most of the towns that need this have most likely never had a consultant contract. They would not be part of NHPWMA but would be essentially vendors.
 - They now have a new director; KB has spoken with her. She forwarded a draft contract and draft expectations. He will continue to work with them. Their members want to help but we need definitions. They are interested in no cost to a certain extent.
 - They could potentially help with failed bridges. For example, they could let a municipality know if a bridge failed then they could give an estimate, but they would not providing design services for free.
 - Board Membership
 - KB said we have a few open positions, thanks to André Garron for joining.
 - AC said there is someone he will ask if they are interested in joining.
 - If anyone has thoughts on contacts for board membership, please reach out.
 - Posting to Membership Google Group
 - KB mentioned the membership/activation Google Group. There was discussion about keeping members engaged.

- KB sends emails to the group about once a month. KB asked if other board members would be open to sending an email once a month so that we keep membership engaged.
 - KB asked if anyone is interested, please let him know and we can create a content schedule. KB asked AH if NHDOT has communications folks that are interested in joining to assist with any communications.
- From the Floor
 - JM stated the contract with NHMA may be coming up again. Will discuss further once we have the contract.
 - National WARN level - JM has not heard any EMAC requests. National WARN meeting is every other week. KB explained what EMAC is. EMAC is the emergency management compact. It is an agreement between all 50 states, PR, and DC. It is essentially mutual aid across state borders. State government usually manages this. There is also IEMAC with Canada, NH is a member
- Future Meeting Dates:
 - February – This will be an in-person meeting. KB will send a Doodle poll as February gets closer.
- Meeting adjourned at 10:30am.