

NH Public Works Mutual Aid Board Meeting Minutes



January 7, 2020 at NHMA, Concord, NH

- Call to Order / Establishment of a Quorum at 1:02 PM
- Present: Alan Côté (Chair and representative of NH Public Works Association), Caleb Dobbins (representative from NH Department of Transportation), Bill Herman (representative from the Municipal Management Association), Bill Boulanger (representative from the NH Water Works Association), Marilee LaFond (representative of UNH T2)
- Secretary's Report
 - Sept 2019 meeting minutes - Boulanger motion to approve, Herman second, all in favor
 - March 2019 meeting minutes – Herman motion to approve, Boulanger second, all in favor
- Treasurer's Report
 - YTD net income of \$1241.88 through Nov 2019, \$29,184.35 total assets, Boulanger motion to approve, Herman second, all in favor.
- Activations:
 - City of Keene provided excavation support to the North Swanzey Water and Fire Precinct in December 2019
 - Town of Bennington was referred to NHPWMA for possible equipment assistance
- 24/7 List is updated for most members, although a portion of the list does not include email addresses and thus unable to confirm info at this time. Côté will send "confirmed" 24/7 directory to all participating contacts with encouragement to keep us updated of changes.
 - Consider updating list in Spring after town elections.
- Workshop planning
 - Board will review survey with goal for LaFond to send it out through PW.net in late January.
 - Other topics discussed to add to survey or planning consideration:
 - Communications- utilizing radios for emergency response
 - Communications during emergency events
 - How to hold a tabletop exercise (lessons learned from past ones) – may be a good stand-alone workshop to go deeper including breakout practice, but could offer a high-level panel discussion
 - Vendors to consider- reflective wear and PPE, radio and communications, GIS, drones, garage fire suppression systems, FirstNet, spill management/containment
 - Encourage vendors to make it interactive/hands on- allow participants to learn or practice something relevant
- NHPWMA Corner for UNH T2 newsletter- possible items to include: save the date for workshop, join us at an upcoming NHPWMA board meeting, what to have in your emergency kit
 - Consider inviting future UNH T2 Advanced Master Roads Scholars to participate on a PW-facing board as capstone criteria
- Côté to contact Alex Marinaccio regarding participation on Emergency Preparedness Conference
- 2:07 adjourned

Next meeting: Tues April 7, 2020, at 1:00 PM at NHMA in Concord, NH

Respectfully submitted,

Marilee LaFond

UNH T2 Representative