

NH PUBLIC WORKS MUTUAL AID BOARD OF DIRECTORS' MEETING

September 9, 2011

PRESENT:

Board Members & Officers: Jim Terrell – Walpole, Alan Côté - Derry, Kürt Blomquist – Keene.

Ex-Officio Board Members & Guests: Kathryn Myers – UNH T2, Johnna McKenna—DES, David Danielson – Forecee Advocacy.

Meeting called to order at 11:15 AM by Chairman Terrell.

Previous Meeting Minutes

- Minutes of June 10, 2011. Minutes cannot be officially accepted due to lack of quorum. Tabled for next time.

Treasurer's Report

- Côté reported the NH Public Works Mutual Program has somewhere around \$19,000 or \$20,000 in the bank account but that he did not have an official report on the overall bank accounts of the NHPWMA Program.

Review of Activation

- There has been no program activation since last meeting that anyone was aware of. Myers reported she outreached to the City of Laconia and City of Rochester in an effort to get them to join.
- Blomquist reported that his community assisted Brattleboro VT with providing bridge reviews and that MEDOT was assisting VTrans and NHDOT is assisting VTrans as well with crews from D2, D5 and Turnpikes. Myers reported she learned that Hanover was assisting Hartford VT and sending two crews and materials to assist in restoring roads. Myers reported that the following towns offered assistance: Bow, Seabrook, & Lisbon but didn't provide any assistance to her knowledge.
- McKenna reported that she was told that towns could not assist other towns using the EMAC agreement. The group, as a whole, seemed to disagree.
- The Board was informed (via email) that the state NHDOT assisted many communities with the aftermath of the hurricane. Myers to ask Caleb Dobbins for a list of towns that asked for assistance. The board will do the following: 1) research if the communities were member or not 2) if they were, research why they did not use the program 3) if they are not, give them info. on joining 4) research the process by which the state was contacted for assistance (who from the town contacted whom within the state).
- It was decided that Terrell will request a meeting with the M.A. Board, other public works communities, NHDOT, state EOC and Christopher Pope and his Assistant to discuss the EMAC use misconception, the assistance that the state provided to communities after Tropical Storm Irene, and who is filling which ESF seats at the EOC (specifically ESF 3 which is "public works"). Terrell will also request that we are invited to any "After-Action" or "Incident Report" meeting.

Community Membership

- Myers reported that since the last meeting in June 2011, there were 4 new member communities and/or water systems for the NH Public Works Mutual Aid Program (Dorchester, Litchfield, Dalton and Rollinsford).
- McKenna reported the “Refer a Fried” program has additional monies left in it and it will be extended to pay for this years’ fees and next years’. McKenna will send an additional announcement out regarding this.
- Myers to follow-up with NHPWA members who are not members of NHPWMA.

Fall Member Mailing

- Myers to inquire about mailing for fall (bills etc.). It was decided that only bills would be mailed out and no additional binders or CDs were needed.

Training

- The Board discussed training was needed for the following areas:
 - working with FEMA and documenting infrastructure both before and after damage
 - debris management
 - what resources are needed during emergencies and that it is not just people and trucks
 - what is your responsibility as a road manager concerning emergency management
- Possible groups to outreach to include: Fire Assoc. (Academy), Police Assoc. (Academy), Municipal Management Assoc. (annual conference).
- Myers to send Blomquist a note explaining when FEMA has asked for confirmation of communities’ membership and join date (in order to receive FEMA assistance).
- Myers to ask LGC about space for this year’s LGC Conference and having a session focused on mutual aid but targeted for municipal managers.
- Myers to coordinate a 300/400 level training and NHPWMA will sponsor it as in the past.
- McKenna will coordinate a spring 2012 Tabletop event sponsored by EPA.

Other Business

- Next Meeting: Myers will schedule the next meeting of the NHPWMA Board for December 9th at 11:00 AM at the Local Government Center in Concord.
- Director Chris Pope and Caleb Dobbins will be invited to the next board meeting.

Adjourn

The BOD adjourned at 12:34 PM.

Respectfully submitted,
Kathryn Myers, Education Rep.
September 12, 2011