

Westmoreland NH Emergency Management

Minutes 2 January 2025

Present: Tom Finnegan, Jim Kritzer, Mark Terry, Bill Chase

Meeting began at 4 pm

Old Business:

Scott has bought a combination printer, copier, and fax machine for the office.

Scott Lambertson, NH HSEM stakeholder liaison, has reported back to Jodi. He will provide us with "NH Alert" training material with Login information and provide us with training.

We will set up a date for training.

Town residents can sign up to receive messages on cell phone or through email.

Bill has completed the editing of the "Resources" for the 2022 Emergency Operations Plan. Jodi will append the edited "Resources" to the EOP.

New Business:

Tom would like to set Goals for the next year.

1. Get NH Alert training
2. Notify town residents of NH Alerts by post card
Also, on the town website and through the "Westmorelander".
3. Plan to have a Table Top Exercise with the assistance of NH HSEM.

There was discussion regarding requesting more funds in next year's budget.

Mark suggested we begin to recruit volunteers willing to work in the Emergency Operations Center when it is activated. This could be done on the post card we are planning to send out or an additional postcard after the NH Alert postcard. Also on the post card could be an opportunity for town residents to let Emergency Management know that they would like to be checked upon in the event of a town-wide emergency. We would indicate that that information would be kept confidential.

As we get volunteers to work in the EOC we will need to look into getting "background checks". This may be possible through Keene police, State police, or possibly County sheriff.

Tom reported that we have a new stakeholder liaison from NH HSEM in addition to Scott Lambertson. She is Elizabeth Curless.

Elizabeth.C.Curless@dos.nh.gov

Cell phone 603-223-3153

Office phone 603-223-3657

Mark reported that the town is continuing to work on establishing “town email addresses” for individuals with positions in the town government. Because of that we should not send out postcards to town residents until the new email addresses are established.

He also reports that the town has contracted with a person to consult on IT support.

Mark says that the Selectboard would like the Emergency Operation Center when activated to be located in the town hall in the meeting room at the back of the 1st floor. We would then apply for grants to upgrade the room to meet the needs of an EOC.

There was discussion as to what might constitute the “needs of an EOC”. It was suggested that we look for EOC templates with FEMA and NH HSEM.

Jim recommended putting the 2022 Emergency Operations Plan on the town website. The towns of Walpole and Chesterfield have done that. It was decided to ask Jodi to do that.

Jim also recommended that we in Emergency Management use an “Action Item” approach to our goals for the year. This would be that in addition to listing the goal we list the steps necessary to reach that goal. And with each step we list a date by which we would like to see that step achieved.

Meeting ended at 5:10 pm.

Next meeting: Thursday, 7 February 2025 – 4pm

Bill Chase 4 January 2025