

# Westmoreland NH Emergency Management

## Minutes 2 May 2024

**Present:** Tom Finnegan, Scott Talbot, Bill Chase

1. We need to update the Contact List of the 2022 LEOP. This needs to be done by the end of May. Bill needs a copy of the 2022 LEOP. Tom will get him a copy. Scott recommends making a copy of the LEOP available for the public that does not have contact phone numbers.
2. We need to buy a phone for the new office. Scott recommends VTech. The phone should have an answering machine. Tom will discuss this with the fire chief and try to buy them together. There will need to be 2 lines and each line should have several hand-sets.
3. WebEOC class is scheduled for 8 May 1pm at the Fire Station.
4. There is a need to screw down the desk tops in the office. Tom will take care of this.
5. Scott will set up the communication stack for the radios in the office.
6. Scott wants to meet with the Red Cross to develop a Memorandum of Understanding. The question was raised as to how to contact the Red Cross. Bill expressed frustration in trying to reach someone in the Red Cross. Scott will try to make contact.
7. Bill attended a NH HSEM session in Concord regarding planning for emergencies in churches. He feels we should encourage the churches in Westmoreland to each have an emergency plan. He has contacted the church in Route 12 and has been told they have a plan. We will need to contact the Westmoreland church on the square and Karina Pimentel at Pioneer School. 399-4803
8. It was decided that Emergency Management will meet regularly the 1<sup>st</sup> Thursday of each month at 4pm.
9. Bill passed out a copy of the town survey that was sent out in 2012. We will update it at the June meeting and consider sending it out after that.
10. Tom questioned if in an emergency, if the town is responsible for liability? He will check with Jodi and the town lawyer.
11. The storage boxes in the storage closet need to be checked and contents listed and boxes labeled. Tom and Bill will do this.

Bill Chase 14 May 2024