Joint Loss Safety Management Committee

Final Meeting Minutes – May 24, 2023

Fire Department Chief Stewart Yeaton Present

Emergency Management Ted Virgin Present

Road Agent Scott Elliott Present

Library Kaitlin Camidge Present

Police Department Chief Brian Michael Present

Police Department Gail Quimby Present

Town Office Vacant Position

Selectmen’s Representative Meadow Wysocki Present

**Call to Order**

Chief Michael called the meeting to order at 2:00 PM.

**Meeting Minutes**

**Motion by:** Chief Yeaton to approve the October 12, 2022 minutes, as written. **Second by:** Mr. Elliott. **Motion passed unanimously.**

**Motion by:** Ms. Quimby to approve the February 8, 2023 minutes, as written. **Second by:** Chief Yeaton. **Motion passed unanimously.**

**Emergency Management Director**

Mr. Virgin provided an update on the Emergency Operations Plan. There were issues with the formatting and setup of the prior version and Cheryl Gilpatrick has been working to make all the required updates. She should have it completed over the next few days and then he will distribute it to the member of the Committee for review and updates. Once this has been completed we will need to have a short meeting to accept any changes and motion to approve so it can be submitted to the Select Board for approval and acceptance. Mr. Virgin also provided an explanation of the Table Top training he is working on arranging for the Fall. This will also include WebEOC training and setting up logins for the appropriate parties involved. Chief Yeaton explained how there are requirements that have to be tracked and logged and WebEOC provides this resource. This can impact federal funds disaster relief and future grant funding.

Police and Fire met with the school to go over response readiness and discuss being able to link into the security camera system in case of an emergency.

**Updates on Training**

CPR training – There is one additional training scheduled in August. Currently there are two highway staff and two Library staff registered for the training. Chief Yeaton indicated that if the number goes above 5 an additional trainer would be required. Danielle is doing a separate CPR training for the Police Department.

Ms. Wysocki indicated that the prior invitation for the Trident training modules did not clarify that it was for the Town. Once Ms. Novotney starts a new more descript notice will be sent out for anyone who has not completed the recommended training as well as the Committee, Board and Commission members who had not previously received an invitation.

**New Business**

Ms. Wysocki provided an update on the Hazard Mitigation Plan Committee and the timeline for this process. Mr. Virgin indicated that there are 18-22 meetings over an 18 month period, however, there is a possibility to cut out a number of meetings if the outside work is accomplished in a timely fashion. Ms. Wysocki indicated that Central New Hampshire Regional Planning Commission will be leading the process and doing the majority of the work preparing the final product with the support of the Committee and community members that participate. She also indicated that the Committee will have access to the Hazard Mitigation Plan folder on the Google shared drive.

Chief Yeaton provided an update on the Northwood Lake Dam and the report the Town received concerning issues with the dam and maintenance required.

**Next Meeting**

The next meeting is scheduled for June 14th at 3:50 pm at the Fire Station to review/approve the Emergency Operations Plan to go to the Select Board.

The next quarterly meeting is scheduled for August 23rd at 8:30 am at the Fire Station.

**Adjournment**

With no further business to come before the Committee at this time the meeting was adjourned at 3 PM.

Respectfully submitted,

Meadow Wysocki

Select Board