



**MUNICIPAL SERVICES,
FACILITIES AND
INFRASTRUCTURE COMMITTEE
AGENDA**

Council Chambers B
January 27, 2016
6:00 PM

City of Keene
New Hampshire

Janis O. Manwaring
Randy L. Filiault
Robert J. O'Connor
Stephen L. Hooper
Gary P. Lamoureux

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- | | |
|--------------------|---|
| 1. PERIODIC UPDATE | Airport Advisory Commission |
| 2. MEMORANDUM | Parks, Recreation & Facilities Director -
Rededication of Michael EJ Blastos Community
Room |
| 2. REFERRED BACK | Emergency Operations Plan |

MORE TIME ITEMS:

- A. Reconstruction of the City Roadways and the Addition of Sidewalk Construction to
Reconstruction Projects - Council Policy

Possible Non-Public Session

City of Keene
New Hampshire

Date: January 22, 2016
To: Municipal Services, Facilities & Infrastructure Committee
Through: Med Kopczynski, City Manager
From: Andy Bohannon, Parks, Recreation & Facilities Director 
Subject: Rededication of the Michael E.J. Blastos Community Room

Recommendation:

Move that the Municipal Services, Facilities & Infrastructure Committee recommend the rededication of the Michael E. J. Blastos Community at 380 Marlboro Street on Saturday, February 6, 2016.

Background:

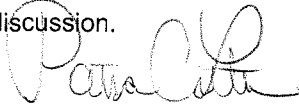
In 2012, the City dedicated space at 400 Marlboro Street to Michael E. J. Blastos for his time served as Mayor and the many years on City Council. The room was to serve as a multipurpose space for the community to use for meetings and events.

The room was redesigned as part of the Keene ICE project to meet the needs of the community and the arena, but to continue for the same purpose. The room now overlooks the ice sheet, can hold large community events, and serve as warming area for the arena.

Now that the room is complete, a rededication ceremony has been planned for Saturday, February 6 at 11:00 a.m. Family and friends would like to invite the community to the rededication services.

In City Council January 21, 2016.
Referred back to the Municipal Services,
Facilities and Infrastructure Committee
for further discussion.

3A5



City Clerk

City of Keene
NEW HAMPSHIRE

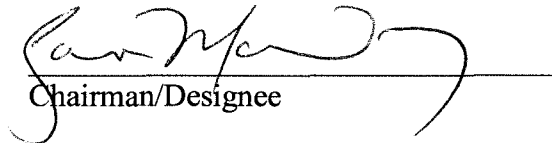
January 13, 2016

TO: Mayor and City Council

FROM: Municipal Services, Facilities and Infrastructure Committee

SUBJECT: **MEMORANDUM** – Public Works Director – Local Emergency Operations Plan

On a vote of 5-0, the Municipal Services, Facilities, and Infrastructure Committee recommends the 2015 Local Emergency Operations Plan be accepted and that the City Manager and Emergency Management Director be authorized to implement the plan.


Chairman/Designee

Background:

Mr. Blomquist reported that last spring then-Police Chief Meola applied and received a grant from the State to update the Local Emergency Operations Plan (LEOP), which requires updating every five years. He continued that there is a “cheat sheet” about it in the agenda packet and tonight he will give an overview, but if the City Council wants he can give more detail.

Mr. Blomquist continued that a LEOP outlines how the City will operate in response to natural and man-made disasters and emergencies, like the one they just talked about. A LEOP identifies the responsibilities of various departments during a response, and sets up the processes for coordination and communications with Federal, State, and other governmental and non-governmental agencies and private entities. As he talked about, the recent incident included assistance from the Fire Marshall’s Office and others, and a warming shelter operated by the Red Cross. The LEOP outlines how the City would interact with those agencies when the time comes

that it is necessary. The LEOP focuses on the response phase of the five phases of emergency management (others include prevention and mitigation), identifies the authorities that are in place (e.g. Federal, State, and local), identifies and describes the hazards and risks that are faced by the City of Keene (such as flooding or hazardous materials), and identifies how the City will manage an emergency situation. They use the National Incident Command System (ICS). ICS sets up the structure for how they report how the incident would be managed from a command center, as well as planning, and communications, etc.

Mr. Blomquist continued that the LEOP defines the roles of the individual citizens, Federal Government, non-governmental and volunteer organizations and the private sector; and defines the primary responsibilities of City departments. It establishes the general concept of operations, such as when the EOC is established and how it will operate – it is not open for every incident. There are emergencies every day, but only certain ones rise to the level of needing the EOC open. The LEOP defines how the EOC will operate when it opens, such as in monitoring mode, partially activated, or fully activated with 24/7 staffing. It establishes the organization of the EOC, alternative locations for the EOC, and has many pages of contact information for everyone from the City Manager and Mayor, the Red Cross point person, School District folks, where to buy fuel for generators, etc. It also establishes general emergency management training, which the MSFI Committee will hear more about from him and others. He continued that each department has their specific training but there is overall management for senior team members that would be of value for how to handle the operation. That is the general overview. There is more detail to it and annexes that deal with specific situations. If they want to learn more, they can call him or Fire Chief Howard.

Councilor Hooper asked if Mr. Blomquist would be the head of this process if a natural or manmade disaster broke out. Mr. Blomquist replied that as the Emergency Management Director, his understanding is that his position does not supersede that of the incident commander, whether that is a lead Fire, Police, or Public Works incident. He continued that his role is to help coordinate resources and to be able to relieve the incident commander's need to worry about things like where to get fuel and food, when to bring in outside resources, etc. The Emergency Management Director is like the manager of the baseball team – you have your experts out there, but you make sure they have what they need to do the job.

City Attorney Mullins stated that it is important for the City Council to understand that the position comes up in the emergency management section of the statute. If there is a state emergency, Mr. Blomquist could be part of a statewide response.

Chair Manwaring asked for public comment. Hearing none, she asked for a motion.

Councilor Lamoureux made the following motion, which was seconded by Councilor Filiault.

On a vote of 5-0, the Municipal Services, Facilities, and Infrastructure Committee recommends the 2015 Local Emergency Operations Plan be accepted and that the City Manager and Emergency Management Director be authorized to implement the plan.