



HINGHAM FIRE AND EMERGENCY MANAGEMENT

339 MAIN STREET

HINGHAM, MA 02043-2824

LEPC Pre-Snow Storm Season Preparation Meeting Minutes

Attendees: Ted Alexiades, Chief Robert Olsson, Deputy Chief Steve Murphy, Dot Galo, Paul Fields, Paul Heanue, Randy Sylvester, Betty Foley, Linda Harper, Katie Hartman

Meeting came to order at 3:45 PM.

Chief Olsson handed out the FEMA Snow Load Safety Guide and tip sheet for all attendees, stressing the fact that this should be referred to for this coming winter.

Ted Alexiades stated that he wants a plan for every town building which covers plans for monitoring and dealing with snow build up and removal on roofs.

Dot Gallo stated that some buildings had areas in which personnel could not reach. Ted Alexiades stated that this information should be included in the plan.

Dot Gallo suggested that maps be created to show each roof view without snow to ensure that contractors know where the locations of skylights, ventilation, downspouts, etc. are located. Ongoing conversation included suggestions for possible drone flyovers for pictures.

Chief Olsson stated the handout gives pre-plan lists that should be followed before the first snow fall.

Discussion on the damage done by last year's contractors due to not knowing where things were located.

Discussion on required safety training for personnel that would be up on the roofs. Items in discussion included:

- Paying to have a company on standby for the season to ensure first response - Possible RFP for roofing contractor.
- Possibility of getting a roofing company to view the roofs pre-season.
- Having recorded pictures to show company.
- Periodic inspections during season to ensure vents are kept open and drain spouts clear of ice.
- Manpower to perform above tasks.
- Discussion on ways to calculate snow load. (discussed in handout given)

Ted Alexiades stated that he felt Randy Sylvester from the DPW should lead the charge on deploying resources.

Discussion items included:

- Manpower for DPW would be limited.
- Understanding when alternate resources would be needed.
- Whether each building should handle their own determinations regarding snow loads.

- Determining each buildings square footage and keeping in a central database with the aerial pictures.

Chief Olsson and Deputy Chief Murphy discussed having plans in place to keep snow piles manageable and the importance of planning ahead.

Ted Alexiades stressed that as soon as a roof problem is detected, the Building Commissioner should be contacted as soon as possible.

Sheltering options were also discussed. Chief Olsson stated that surrounding towns are discussing regional concepts for Sheltering Operations should that be required.

Appropriation of funds are available for roads and sidewalks, but not for roof clearing. Discussion on whether this needs to be addressed with appropriate parties was made and how that might be done.

Plans should be drawn up as soon as possible. Linda Harper volunteered to share what the library has come up with for a plan with the rest of the group to use as a guide.

The meeting adjourned at 5:00 PM.

Respectfully submitted,

Cathy MacDonald
Assistant to the Fire Chief

Approved as amended on xx/xx/xx