

STATE OF NEW HAMPSHIRE

Passenger Tramway Safety Board



Office: c/o N.H. State Fire Marshal's Office
110 Smokey Bear Blvd., Concord, NH
Mailing Address: 33 Hazen Drive, Concord, NH 03305
603-223-4289, FAX 603-223-4294

Table with 3 columns: Vacant Hoyt, Mark Petrozzi Stanley Judge, Robert

NEW HAMPSHIRE PASSENGER TRAMWAY SAFETY BOARD MEETING MINUTES 12/20/2019 (Final)

Attendees:

- Board Members: Mark Petrozzi, Chairman; Stan Judge; Bob Hoyt
NH DOS: Briggs Lockwood Chief inspector; Scot Woolfenden Inspector; Heidi Barba Legal counsel
Industry: Brian Heon Vail Resorts

The meeting was called to order by Chairman Petrozzi at 10:08 AM.

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### Agenda item #1:

The board reviewed the minutes of the previous meeting dated 10-22-2019  
Motion made by Bob Hoyt: To accept the minutes as presented.  
Second by Stan Judge.

Chairman Petrozzi would like to change page 2 last paragraph by replacing 'was' in the first sentence with 'were'.

Motion passed with the changes. Vote was unanimous.

Chairman Petrozzi wanted to acknowledge the last meeting of the board on 11/26/2019 was not an official meeting and no business was transacted. There was not a quorum present.

Chairman Petrozzi brought the board up to speed on the appointment of Brian Heon. At this point, Governor and Council should approve his nomination at their January 8<sup>th</sup> meeting. The course of the appointment will be as follows; Chairman Petrozzi will resign his seat as aerial lift representative and will be reappointed as the insurance representative to the board, then Brian Heon will be appointed to represent aerial lifts on the board.

### Agenda item #2:

Proposed administrative rules final approval.

Heidi Barba informed the board that JLCAR at their November 21<sup>st</sup> meeting gave a conditional approval response to the proposed rule changes passed by the board. The board would need to approve this conditional approval and send it back to the JLCAR committee.

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Motion made by Stan Judge: To approve the amendments to the various sections of PAS 300 pursuant to the language contained within the conditional approval response dated 12/20/2019.

Second by Bob Hoyt.

No further discussion.

Motion passed. Vote was unanimous.

Agenda item #3:

Memorandum of understanding (MOU) with the USDA Forest Service.

Copies of the Forest Service manual chapters 7320 and 7330 specified in the MOU were provided for the boards review.

Chairman Petrozzi has been in contact with John Kamb from the Forest Service concerning the changes made to the MOU. Mr. Kamb informed Chairman Petrozzi the Forest Service is looking for the Tramway Boards DUNS Number. Discussion ensued regarding whether the board even had a DUNS number and/or where to find it.

Brian Heon thought as we take monies, we should have a DUNS number. Maybe look for the number from that angle.

Heidi Barba offered to do some research on this issue and report back to the board.

Stan Judge wants to be assured we are not obligating ourselves to administer Forest Service rules. He felt the language should be very clear concerning responsibilities of each party. Chairman Petrozzi made additional changes to the language of the MOU to address this concern.

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Brian Heon mentioned this MOU should not be for the purpose of the board doing the Forest Service's work. All agreed.

Chairman Petrozzi reiterated the fact that language in the MOU allows for the termination of the agreement at any time by either party. If we find conflicts going forward this would allow the board to act in its own best interest.

The MOU was sent to the Forest Service for their review and the board will await a response.

The next meeting date was set for January 31, 2020 at 10 am, 110 Smokey Bear Blvd, Concord.

Motion to adjourn made by Bob Hoyt.  
Second by Stan Judge.

No further discussion.

Motion passed. Vote was unanimous.

Meeting was adjourned at 11:20 am.

Respectfully submitted,

Scot Woolfenden.

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