

**Emergency Management and Homeland Security  
Meeting Minutes  
Thursday, October 20, 2016  
7:00pm Brooklyn Town Hall**

**Present:** Rick Ives, Lou Brodeur, Sandra Brodeur, Steven Mylly, Thomas Gugliotti, and April Lamothe; Recording Secretary

**Also Present:** Vinny Mazarella

**Absent:** Thomas Rukstela

- 1) **Call to Order:** Rick Ives called the meeting to order at 7:00pm.
- 2) **Approval of Previous Minutes:** Lou Brodeur made a motion to approve the August 18, 2016 minutes. Steven Mylly seconded the motion. No discussion. Motion passed.
- 3) **Public Comment:** None
- 4) **Director Update:** Rick Ives has been going through the Emergency Management Office and realized that there were not many records. He will be looking in the filing cabinets in the main part of the Town Hall next to see what is there. Lou Brodeur mentioned that the records most likely have been kept on the laptop; Rick Ives will look on it to see. Rick Ives also mentioned that the Committee needs to update the procedure manual; there is a template online that he will bring to the next meeting. Lou Brodeur offered to help with the manual. The starter kit for the shelter is in the office. For the next meeting, Rick Ives will catalog the office so that everyone knows what is there.
- 5) **EMD Discussion:** There are a few people that are interested in becoming the Emergency Management Director. The Director does not have to live in Brooklyn, but they should live close enough so that they can make it into town if there is an emergency. However, if the director lived out of town, a Brooklyn resident would have to oversee the meetings.
- 6) **Shelter Discussion:** Rick Ives mentioned asked the Committee about having a shelter at the Senior Center. Lou Brodeur mentioned that the school would still be the primary shelter and the Senior Center would be used in tandem with the school or if only a few people are displaced. He also mentioned talking to other towns about if there were only a few people needing shelter, if a joint shelter would be a good idea. There will be money for a generator soon, because it is a cooling and heating center.
  - Steven Mylly mentioned having Ellis Tech fix the showers in the senior center. Rick Ives mentioned that if they used Ellis Tech, it could take about nine months. There is money in the budget to fix the showers.
  - Sandra Brodeur mentioned CERT training and how it would be helpful to have more people certified to help in the shelters.
- 7) **State Emergency Exercise 10/29 or 11/2:** Rick Ives invited Eversource, Fire Departments, Northeast District Department of Health, Highway Department, Resident Trooper, ARES, and the schools to participate in the exercise on Wednesday, November 2, 2016. He believes that the exercise will be done through email; the state would email questions and the towns would respond. The town could be the center of the hypothetical disaster or on the outskirts, waiting for another town to call for help. He will notify the members if he learns more information about the exercise.
- 8) **Other Business:** Steven Mylly had attended a meeting during which the regional committees were talking about a regional shelter. Rick Ives is leery about the idea of just having a regional shelter because Brooklyn residents would have to be able to get there, which they might not be able to do.
- 9) **Public Comment:** None
- 10) **Adjourn:** Lou Brodeur made a motion to adjourn the meeting at 7:25pm. Sandra Brodeur seconded the motion. No discussion. Motion passed.