

**Emergency Management/Homeland Security
Regular Meeting Minutes
Thursday, March 16, 2017
7:00pm Town Hall**

Present: Steve Mylly, Lou Brodeur, Sandra Brodeur, Thomas Gugliotti and Melissa Bradley; Interim recording secretary

Absent: Thomas Rukstela; without notification

Also Present: Elizer Iturrino

1. **Call to Order:** Steve Mylly called the meeting to order at 7:00pm.
2. **Review and Acceptance of Minutes:** Lou Brodeur made a motion to approve the minutes of 2/16/17 as presented. Thomas Gugliotti seconded the motion. Motion passed 4-0.
3. **Public Comment:** None
4. **Introduction of New Members:** None
5. **LEOP Update:** LEOP (Local Emergency Operations Plan) is still in progress. A meeting needs to be scheduled. Some information from the old LEOP will be used in the updated plan.
6. **Multi-jurisdictional Shelter Update:** The attorney is currently reviewing the language in the agreement. Mr. Mylly requests input from board members. There were no incidents to report in the last snow storm. The cost is uncertain, but would be high, to maintain a shelter if it is not utilized. Lou Brodeur feels it should be on an as needed basis. If it is decided to enter into a regional shelter agreement, 25% of 25% would be the Towns responsibility. Sandra Brodeur questions if and how we would get out of the agreement if decided so. Mr. Mylly states we would only need written notice. The States goal is to have 10 regionals shelters. In the last 5 storms, 480 people used the shelters in Region 4. American Red Cross mans the shelters and stays in contact with the Towns. The outcome on the discussion previously held about using buses to transport people resulted in finding out they are not Town owned. Mr. Brodeur knows some people he can talk to and report back.

Mr. Mylly questions if the Town should host another trailer? Waterford is closing theirs. The board agrees the Town should host it. Mr. Mylly will check with Tommy for storage space.

7. **CCM Symposium:** Mr. Mylly is attending and will report back.
8. **Spring Exercise:** Mr. Mylly would like to have a spring exercise, but the board is concerned with the time frame. After discussion, the board agrees to begin the process now for next spring. A table top exercise could be done now. Mr. Gugliotti states the fairgrounds hosts a mass causality exercise yearly in mid-August and suggests the board participates. Also, the fire department does a pre-plan and the board could participate as well.

Mr. Iturrino volunteers his time to teach the use of a chemical/nuclear kit and how to function in it.

9. **Other Business/New Business:** Mr. Mylly opened the EOC during the last storm. He was in contact with Chief Breen and Selectman Ives. There was a power outage in Town that lasted about an hour. There were no ambulance calls and no other issues reported.

The status of the grant is questioned. Mr. Mylly is unsure but will check into it and report at the next meeting.

Mr. Iturrino suggests having a list containing contact information for members. Mr. Mylly will send this out later this evening.

The board is still in need of a white board and Mr. Mylly will see about having business cards made up.

10. **Adjourn:** Lou Brodeur made a motion to adjourn the meeting. Sandra Brodeur seconded the motion. Meeting adjourned at 7:30pm.

Respectfully Submitted;

Melissa J. Bradley
Interim Recording Secretary