

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, March 21, 2019
7:00pm Brooklyn Town Hall**

Present: Steve Mylly, Sandra Brodeur, Eli Iturrino, Kurt Hall, and April Lamothe; Recording Secretary

Also Present: Leo Berube

- 1) **Call to Order:** Steve Mylly called the meeting to order at 7:00pm.
- 2) **Approval of Previous Minutes:** Steve Mylly noted one correction for the February minutes: Sandra Brodeur did notify him by email that she would be absent from the meeting, but he did not see the email after the meeting. Kurt Hall made a motion to approve the February 21, 2019 minutes with the following change: Absent without notice: Sandra Brodeur to Absent With Notice: Sandra Brodeur. Eli Iturrino seconded the motion. No discussion. Motion passed; Sandra Brodeur abstained from the vote.
- 3) **Welcome Guests/New Members:** Steve Mylly welcomed Leo Berube, Deputy Chief of Mortlake Fire Department, to the meeting.
- 4) **Public Comment:** Leo Berube said that as Deputy Chief, Chief Steve Breen asked him to attend the meetings and show support for the Commission.
- 5) **Old Business:**
 - a) **LEOP Progress:** Steve Mylly said that the Commission made some progress last month. Leo Berube mentioned that Mortlake might have some information about halfway houses that would be helpful.
 - b) **Replacement Banner:** Eli Iturrino talked to Doug Gagnon about the banner and it should be ready to pick up.
 - c) **Antenna Pole Kit:** Eli Iturrino has not been able to find the materials needed to create the pole kit. Steve Mylly told Eli Iturrino to create a drawing of what is needed and he will bring it to his fabricator nephew to see if he can create something. Steve Mylly will also check with Mike Caplet.
 - d) Steve Mylly asked Leo Berube if Mortlake had an extra radio to have in the EOC in case of an emergency. Leo Berube said that whoever is in charge would come to the EOC and would bring a radio. Leo Berube also mentioned that Mortlake can reach Quinebaug Valley Emergency Communications Center with repeaters and on high power.
 - e) Steve Mylly told Leo Berube about the multijurisdictional shelter in Pomfret.
- 6) **New Business:**
 - Steve Mylly told the Commission about the National Weather Service Skywarn Training in Eastford being held on May 13, 2019, 7:00pm-9:30pm.
 - Steve Mylly has received the lease agreement for the Brooklyn Fair Grounds and asked if Eli Iturrino he wanted the same space as last year. Eli Iturrino said yes and asked about placing a permeant antenna at the Brooklyn Fairgrounds. Sandra Brodeur asked if a permeant antenna was placed, would he still need the pole kit? Eli Iturrino said no, and the extender would not be needed anywhere else. Steve Mylly will contact the Fair Association to gain permission to place an antenna on a pole near the Commission's site. Kurt Hall made a motion to have Steve Mylly sign the lease agreement. Sandra Brodeur seconded the motion. No discussion. Motion passed.

- Steve Mylly mentioned the free course 'Until Help Arrives' which will be held at Goodwin Community College in Hartford on April 3rd. Registration starts at 7:30am and the course runs until 8am-12:30pm.
- b) **CCM Conference:** Steve Mylly will be attending the CCM Conference in Cromwell on April 25th.
- c) **Annual EMD Meeting:** On April 9th, Steve Mylly will be attending the mandatory EMD Meeting in order to be sworn in as EMD Director again.
- d) **Next LEOP Workshop:** Steve Mylly will plan for a light meeting next month in order to work on the LEOP. Kurt Hall mentioned that he will not be able to attend the May meeting.
- e) **Water:** Steve Mylly is planning on moving the water out of the Green Building, once the weather is warmer and storing it in his garage, in order to use it for different activities.
- f) **Board Seats:** Steve Mylly said that most likely Joyce is not going to become a member since he has not heard about any applications being submitted.
- g) **Table Top Exercise:** Steve Mylly said that a Table Top Exercise for the multijurisdictional shelter is in the works. Derek May and Mike Caplet are in agreement for the exercise.
- h) **Tent:** Steve Mylly will contact Mike Caplet to get the inflatable tent that was used for the Brooklyn Fair Exercise this week. Eli Iturrino said that he will be able to go to Thompson pick up the tent.
- 7) **Adjournment:** Kurt Hall made a motion to adjourn the meeting at 7:40pm. Eli Iturrino seconded the motion. No discussion. Motion passed.

Respectfully Submitted,
April Lamothe
Recording Secretary