

**Emergency Management and Homeland Security  
Meeting Minutes  
Thursday, April 16, 2015  
7:00pm Brooklyn Town Hall**

**Present:** Kevin Filchak, Lou Brodeur, Sandra Brodeur, and Thomas Rukstela.

**Also Present:** Vinny Mazzaella and Bill Skene from Mortlake Fire Company

**Absent:** Barbara White

1. **Call to Order:** Kevin Filchak called the meeting to order at 7:00pm.
2. **Review of Previous Minutes (February):** Sandra Brodeur made a motion to accept the minutes. Lou Brodeur seconded the motion. No discussion. Motion passed.
3. **Public Comment:** None
4. **Director Update:**
  - **Rodeo:** Kevin Filchak spoke with Mike Caplet of Region 4 about having DPH deploy one of their Mobile Field Hospitals for the rodeo this June. Kevin Filchak is working to submit a formal request to DPH to provide them with necessary documentation. The event will include coordination with MRC as well as Day Kimball Hospital. Bill Skene will write a letter and forward it to Kevin Filchak to send to Region 4. The hospital is about four Ford Explorers in size, 20 X 40, perhaps. The Committee discussed where they will put it so it is out of the way. They figured the best place would be the other end of the outhouse, since there is plenty of power available. Kevin Filchak will get the power requirements. MRC will come to help man the hospital. It must be coordinated with Day Kimball.
    - Two ambulances must be on site at all times. Mortlake is coordinating with area departments. The ambulances will be needed from approximately 3:00 pm to 9:00 pm.
  - **LEOP Update:** The Committee is in the process of updating. If anyone is interested in assisting, please e-mail Kevin Filchak.
  - **Table Top:** Kevin Filchak has not heard from DEMHS in several weeks. This year's Statewide EPPI exercise will not be held this June; it has been delayed until the fall. The Table Top will possibly be in late spring or early summer.
5. **2015 Shelter Purchases**
  - **Cots:** Lou Brodeur made the motion that the Committee should order twenty cots to be shipped to the Town Garage at \$37.95 each and \$120 for freight costs. Sandra Brodeur seconded the motion. No discussion. Motion passed. The cots will be stored at the Green Building.
  - **Radio:** The Committee discussed ordering a ham radio system like the one that is currently in the shelter Go-kit rather than having Vinny Mazzaella bring a radio. The cost without a case will be \$719.70. The case can be purchased from Lowe's for about \$40. Thomas Rukstela made a motion to purchase a shelter radio. Sandra Brodeur seconded the motion. Motion passed.
  - **Food Supplies:** Kevin Filchak found a cannery right across the border in Massachusetts that cans food that has a very long shelf life. The Committee could purchase a small amount this year and build it up in future years. The only thing with this cannery is that some of the items are already packaged, but some of it has to be

packaged by the Committee. Sandra Brodeur suggested getting the Girl Scouts, Boy Scouts, and maybe the Teen Center together to help with the packaging. Sandra Brodeur feels that the Committee needs to look at the information more before purchasing. Kevin Filchak tabled the item until the next meeting.

**6. Other Business:**

- **Emergency Management Symposium 2015:** Kevin Filchak will be attending the conference on May 7. The rest of the Committee is invited to attend.
- Kevin Filchak asked the first selectman to send a letter to Barbara White concerning her membership.
- Next month's meeting will be held at the Green Building so the Committee may tour the facility for shelter purposes. Thomas Rukstela checked the building and found that there are restrooms in the building.

**7. Adjourn:** Lou Brodeur made a motion to adjourn the meeting at 7:32pm. Thomas Rukstela seconded the motion. No discussion. Motion passed.

Respectfully Submitted;  
April N. Blymiller  
Recording Secretary  
And  
Sandra Brodeur