

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, August 17, 2017
7:00pm Brooklyn Town Hall**

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

Also Present: R. David Lee

Absent with notice: Thomas Gugliotti

Absent: Thomas Rukstela

- 1) **Call to Order:** Steve Mylly called the meeting to order at 7:00pm.
- 2) **Approval of Previous Minutes:** Lou Brodeur made a motion to approve the June 15, 2017 minutes. Sandra Brodeur seconded the motion. No discussion. Motion passed.
- 3) **Welcome Guests:** David Lee introduced himself as a Boy Scout Leader and a Mortlake Fire Department Officer.
- 4) **Public Comment:** David Lee told the Committee that he wanted to try and get the Boy Scouts involved in order to work on merit badges (Citizenship in the Community and Emergency Preparedness).
 - Lou Brodeur asked David Lee about the reflective house signs that the police and fire departments use to identify houses during calls, especially at night. David Lee said that the Fire Department has sponsored the Adventure Group who was a part in making them before. Sandra Brodeur suggested that maybe the Committee could be a part of the it; it will be looked into.
- 5) **Brooklyn Fair Discussion:** Lou Brodeur said that the Fair had found a spot for the Mobile Communications Vehicle.
- 6) **BEMHS Protocol:** Getting anything from DEMS must go through the Emergency Management Director.
- 7) **Emergency Management Computer:** The computer has been purchased, but Steve Mylly needs the Town's IT provider to help him set up the computer to have Web ECO installed on the new laptop.
- 8) **Multijurisdictional Shelter:** The Board of Selectmen have agreed to the shelter. The Town will still open the shelter at the school if needed. Also, they will be moving the Red Cross trailers to the multijurisdictional shelter as a part of the agreement.
- 9) **Exercise Plan Discussion ~ Eli:** Eli Iturrino read over the Field Exercise Plan (attached) that him and Thomas Gugliotti had created. The exercise would be held in the spring of 2018 instead of 2017 due to scheduling issues. Eli Iturrino obtained topographical and road maps from Jana Roberson; these are good to have on hand in case of an emergency. Discussion ensued of the exercise plan.
 - Sandra Brodeur mentioned that the plan should include the other entities/groups that the Committee would work with during an emergency, instead she would like the exercise to mimic what is laid out in the Local Emergency Operations Plan. Eli Iturrino responded that he just wanted to work with a small group first, then bring in more people.
 - Steve Mylly mentioned that they should notify the superintendent of schools that the exercise would be taking place at the schools. He also mentioned that if they are going to

use heavy equipment, that they do it on the driveway/parking lot so not to mess up the lawn.

- Eli Iturrino mentioned that by holding the exercise, the Committee might be able to obtain more grant money/assistance for larger projects in the future.
- Lou Brodeur made a motion to table the exercise plan until the first of the year. Sandra Brodeur seconded the motion. Discussion: Steve Mylly said that the Committee should talk about the exercise in 2018 to see if they want to incorporate the fire departments in order for them to train also. Motion passed.
- Eli Iturrino would like to have the Boy Scouts involved with the exercise in some way, whether play the ‘victim’ or having them give a quick land navigation lesson with the topographical maps.

10) New Business:

- **A) Inter-Agency Communication:** Steve Mylly would like the Committee to become more involved in the Town.
- **B) Emergency Management Director – Out of Service (Medical)/September Meeting Cancelled due to medical:** The next meeting will be held on October 19, 2017 due to medical issues.
- Sandra Brodeur suggested looking into what other Towns’ Emergency Management and Homeland Security Committees are working on as ideas for this Committee.
- It was discussed having the October Newsletter entry be about Hurricane preparedness.

11) Adjournment: Lou Brodeur made a motion to adjourn the meeting at 8:00pm. Sandra Brodeur seconded the motion. No discussion. Motion passed.

Respectfully Submitted,
April Lamothe
Recording Secretary