

**TOWN OF SOMERS
CIVIL PREPAREDNESS ADVISORY COMMITTEE
AGENDA –REGULAR MEETING
Friday, February 8, 2008
7:30 a.m.
Somers Firehouse**

1. **Call to Order:** The Civil Preparedness Advisory Committee meeting was called to order by Joe Tolisano at 7:35 a.m.

2. **Members Present:** Joe Tolisano, David Pinney, Terri Henderson, Art Hoza, Mike Provencher, Maynard Suffredini, Frank Falcone, Bill Boutwell, Ed Pagani, Jim MacFeat, Sgt. Jose Claudio

Others Present: Anne Kirkpatrick, Jo-Ann Hornyak (*Disaster Coordinators – Church of Christ*, Bob Cafarelli, Marcia Mitchell

3. **Emergency Response Plan Briefing**

a. CERT team – ham operators: The committee has discussed starting a CERT team for Somers. Known ham operators were contacted to see if they had an interest in the CERT team. Marcia contacted 12 individuals and received eight responses. Most want to know the requirements of CERT team and the commitment level. Joe Tolisano suggested he and Frank Falcone meet with the ham operators for an informational session and they will be able to address the questions. Marcia Mitchell will coordinate with Joe Tolisano.

b. Reverse 911 Training: Training will take place Friday, February 15th. Joe Tolisano requested the superintendent email confirmation of how many people from the schools would participate.

c. Reverse 911 Database: The committee agreed to contract the data entry. Would like to complete this by week of February 18th.

d. EOC Equipment: Frank Falcone created a list of equipment needed for the EOC. An estimate for the countertop will be available this weekend. The committee will hold off purchasing any equipment until the end of the fiscal year. Dave Pinney will get the financials for the committee from Greg Simmons.

e. Briefing of School Superintendent & Police: Joe Tolisano distributed the superintendent and police sections of the emergency plan to Maynard Suffredini, superintendent, and Sgt. Jose Claudio. Joe Tolisano asked if there were parts of the plan they were not capable of doing or if they have suggestions, contact him. There will be a rewrite in June. There will also be tabletop exercises over the

summer.

Dave Pinney stated he received training materials from the RED Plan (Regional Emergency Disaster Plan). The fire department is very familiar with the plan however, Frank Falcone suggested the committee become familiar with it as well. Dave passed out the DVD's to Frank Falcone and Joe Tolisano.

Anne Kirkpatrick and Jo-Ann Hornyak reported they saw the new communications van at the Red Cross. It is one of twelve in the country and is located in Farmington.

Sgt Claudio discussed radio communication and its limitations. Ed Pagani and Frank Falcone shared biggest risk in a disaster is communications. People need to be trained on the radios and someone must man EOC in emergency to enhance communications.

Mike Provencher gave an update on the maintenance of town generators. He did not recommend water separators. The police station generator is run by propane and there is a question of a leak in the propane tank. If confirmed, will have to call company. He will look at the elementary school generator next week. The highway department maintains their generator. He still needs to look at the Kibbe Fuller and sewer plant generators. He stated he will need to order parts.

4. **Approve 1/11/08 meeting minutes**

It was MOVED (Maynard Suffredini) and SECONDED (Frank Falcone) to approve the 1/11/08 meeting minutes. PASSED 11-0

The next Civil Preparedness Advisory Council meeting is March 7, 2008 at 7:30 a.m. at the fire house. The committee meets the first Friday of every month.

5. **Adjournment**

It was MOVED (David Pinney) and SECONDED (Mike Provencher) PASSED (11-0) to adjourn the Civil Preparedness Advisory Committee meeting at 8:35 a.m.

Minutes are not official until approved by Civil Preparedness Advisory Committee.