

**TOWN OF SOMERS  
CIVIL PREPAREDNESS ADVISORY COMMITTEE  
AGENDA –REGULAR MEETING  
Friday, September 5, 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 7:30 a.m.
2. **Members Present:** Joe Tolisano, David Pinney, Mike Provencher, Maynard Suffredini, Bill Boutwell, Frank Falcone, Terri Henderson, Ed Pagani

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

3. **Emergency Response Plan Briefing  
Potential storm preparation – Hanna, Ike, Josephine**

Preparation for hurricanes:

- a. Reverse 911 - Joe Tolisano suggested the town be notified of emergency preparations. Bigger storms behind Hanna. Joe Tolisano will draft a generic message informing residents of preparation, shelter location, etc. and will send to committee for review. Message should be sent Friday, 9/5
- b. Refuel vehicles
- c. Damage removal – trucks, backhoe, chain saw
- d. Generators
- e. Two mini buses – Dave Pinney will make a set of keys for each bus and keep at town hall.
- f. Shelter needs to be ready – suggested move 10 cots and blankets to high school to store until alternative storage for other cots is found.
- g. Coffee pot

Other: Frank Falcone noted approximately \$2300 in work needs to take place on the firehouse generator to ensure it remains operational.

Frank Falcone also suggested other officers be identified in the EOC as other EOC's have deputy directors. All agreed back up is needed. Joe Tolisano and Frank Falcone will discuss. Frank Falcone thanked Anne Kirkpatrick and Jo-ann Hornyak for their work on the EOC. Invited all to tour the EOC as counters are installed and equipment is in place including a printer, fax, computer, and all communications (except ham radio). Frank Falcone and Ed Pagani noted another A/C outlet needs to be dropped in the EOC, more data outlet and another phone is needed. They suggested Plexiglas be put on top of the counter area so information could be placed underneath to reference in EOC. They also suggested a flat panel screen monitor is needed to complete the EOC. It was the consensus of the committee a maximum of \$2000 can be used to purchase the above items. Frank Falcone will get an estimate on the

generator repairs and bring that back to the committee for review. Frank Falcone also notified the committee Reverse 911 had not done the update yet. Joe Tolisano suggested Frank call and follow-up.

4. **Approve 6/6/08 meeting minutes**

It was MOVED (M. Suffredini) and SECONDED (D. Pinney) to approve the 6/6/08 meeting minutes. PASSED 8-0

The next Civil Preparedness Advisory Council meeting is October 3, 2008 at 7:30 a.m. at the fire house. The committee meets the first Friday of every month.

5. **Adjournment**

It was MOVED ( B. Boutwell) and SECONDED (M. Provencher) PASSED (8-0) to adjourn the Civil Preparedness Advisory Committee meeting at 8:15 a.m.

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