

**TOWN OF SOMERS  
CIVIL PREPAREDNESS ADVISORY COMMITTEE  
AGENDA –REGULAR MEETING  
Friday, January 16, 2009  
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, Mike Provencher, Bill Boutwell, Frank Falcone, Ed Pagani, Dan Thayer, Terri Henderson, Art Hoza

Others Present: Bob Cafarelli, Todd Rolland, Marcia Mitchell (*recording*)

Joe Tolisano introduced Todd Rolland, the new public works supervisor and welcomed him to the meeting.

3. **Emergency Response Plan Briefing**
  - a. EOC Equipment Update:
  - b. Grant Status – procedures for obtaining new equipment under approved grant  
David Pinney passed out an overview of Grants for EOC Equipment and Operations and discussed the grant status. Equipment still needed for the EOC is a server (approx \$7000) and the purchase of portable radios (approx \$750 each). Frank Falcone reported the EOC monitor and mount have been ordered; the WEB EOC is up and running on the computer (connects Somers to other EOC's), the ham radio station is in, the antenna is installed and the work area is being extended.
  - c. R-911 issues – status – Frank Falcone reported the update/upgrade is still not complete. Joe Tolisano will follow up with R-911. It is hoped this upgrade will correct the dropped numbers that have occurred in the past.
  - d. CERT Update - Frank Falcone stated the CERT class started with seven volunteers and is currently at three. Eighteen people including Ellington and Vernon volunteers are taking the class. Frank Falcone is also enrolled so he can eventually become a trainer and start his own eight week class.
  - e. Tabletop Exercise Plan – The school system went through a series of drills, a lockdown in November and a Tabletop exercise with the State Police in December. The school personnel are still in the process of debriefing and felt the exercise was very beneficial. Frank Falcone requested a drill involving the fire department. David Pinney asked that his office be notified in the event of a lockdown. The committee questioned if the school would be doing unannounced lockdowns. It was suggested the R-911 system be used to notify parents of a lockdown drill.

Joe Tolisano stated the town must do a drill annually and the committee should plan for one this summer.

Mike Provencher requested the town truck radios be programmed to the school maintenance frequency. The schools can contact public works, however, public works cannot contact the schools. Frank Falcone will program the radios.

Frank Falcone suggested Dan Thayer attend the 911 CERT training coming up through CREC.

Chief Pagani informed the committee the police department propane tank will be assessed for leaks and will get a quote to correct the problem. He has changed propane companies which is more cost effective.

**4. Approve 11/14/08 meeting minutes**

It was MOVED (Frank Falcone) and SECONDED (D. Pinney) to approve the 11/14/08 meeting minutes. Approved.

The next Civil Preparedness Advisory Council meeting is February 6, 2009 at 7:30 a.m. at the fire house. The committee meets the first Friday of every month.

**5. Adjournment**

It was MOVED (J. Tolisano) and SECONDED (M. Provencher) PASSED to adjourn the Civil Preparedness Advisory Committee meeting at 8:13 a.m.

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