

**Town of Somers  
Civil Preparedness Advisory Council  
Friday, April 5, 2013  
8:00 AM  
Fire House**

**Meeting Minutes**

The meeting was called to order by Chairman Dan Thayer at 0801 hours.

Members present: DEMD George Collins, Mr. Peter DeBrino, Mr. Tim Kradas, Deputy PWD Todd Rolland, EMD Dan Thayer, and 1<sup>st</sup> Selectman Lisa Pellegrini (Ex Officio).

Members absent: SGT Jose Claudio, Supt. Maynard Suffredini and Fire Chief Gary Scheissl

Also present: Mrs. Paula LaFrance, Mr. William Boutwell, D/C Frank Falcone, Town Clerk Ann Logan, James MacFeat, and Amy Saada

**Old Business**

**Approval of Minutes**

A motion was made and seconded to waive the reading of the minutes for the February, 2013 meeting. There was no discussion, and the motion was passed by voice vote.

A motion to approve the minutes of the February, 2013 meeting as submitted was made and seconded. There was no discussion, and the motion was passed by voice vote.

**New Business**

The Chair announced that there shall be a Statewide Emergency Management drill on Thursday, June 20, 2013. It is expected that the 1<sup>st</sup> Selectman will stand up the Town's Unified Command on that date. Members of the Unified Command were requested to mark their calendars, and plan on participating on that date. At this point, it appears that the scenario concerns a disaster in Region 5. The other regions will be request to provide support. Further information will be provided as it becomes available.

Ann Logan presented an Emergency Shelter Procedures Manual to the Council. This manual is the result of the collaboration of two Somers CERT members, Catherine Dziadul and Karen Hocking, along with Amy Saada, the Town's designated Shelter Manager. Ann Logan has been reviewing and adding supporting documents. The

ensuing discussion centered on the purpose of the manual. Amy Saada and Ann Logan both stated that it is intended to augment the Sheltering annex contained in the Town's Local Emergency Operations Plan (LEOP). The emphasis of the manual is on the practical steps to be taken in establishing and running a shelter consistent with the guidelines of the Sheltering annex. After discussion, a motion was made and seconded to have this document distributed in electronic format to CPAC members for their review and comment. Subsequently, it will be forwarded to the Board of Selectman for their review and approval. The motion carried by voice vote.

Amy Saada also discussed some items that should be kept on hand in the shelter carts, such as flashlights, markers, ID wristbands, volunteer vests, First Aid kits, etc. Mr. Thayer stated that he would pursue obtaining these items through the Civil Preparedness budget.

Mr. DeBrino reported on the status of the CERT Team, and their anticipated schedule. He asked for clarification of CERT's participation in the annual Bowers Tournament in June. The 1<sup>st</sup> Selectman informed him that the Town was requesting CERT participation on those dates. Their anticipated assignments would be to assist the Resident Troopers in maintaining the NO PARKING zone on the west side of Ninth District Road between Rte. 190 and Vision Blvd., and to assist with NO PARKING bans on Vision Blvd.

## **Adjournment**

A motion to adjourn was made and seconded, and passed by voice vote. The meeting was adjourned at 0850 hours.

Respectfully submitted,

Dan Thayer  
Chairman

**Minutes are not official until accepted at a subsequent meeting.**