

Town of Somers  
Emergency Preparedness Advisory Council  
Thursday, March 5, 2020  
8:00 A.M.  
Fire Station  
Meeting Minutes

**I. CALL TO ORDER**

Meeting called to order by Emergency Management Director Glen Reynolds at 8:00

Members in attendance were Glen Reynolds Todd Rolland, John Roache, Karen Hocking, Brian Czapla, and Michael Hevey.

Also in attendance were Paula LaFrance, Kim Littig, Ann Logan, Bill Boutwell, Budd Knorr, and Jim MacFeat

**II. OLD BUSINESS**

COVID-19 Update:

- Ann Logan has received guidance from the state in regards to safe practices for the election
- Chief Roache asked if the town has a plan in place in case 1st responders need to be quarantined. Discussion followed with the recommendation of bringing the question to a county chiefs meeting to see what other departments are doing. The town does not have a contingency plan for this as of yet.
- Brian Czapla gave an update as to the school system. This is a very evolving situation and we continue to monitor very closely. May have to close for two weeks, we can't go past June 30th. There could be a state waiver that would allow us to not have to make up some days.

Most important is to keep the continuity of education.

Cleaning has intensified throughout all the schools. Hours have been extended at nights and on the weekends. We are planning for the worst case scenario.

- Bud Knorr reiterated the need for proper hygiene to help stop the spread.
- Todd Rolland stated that there is enhanced cleaning going on in all town buildings.
- Glen Reynolds stated that he is putting information on the town's shared drive for all employees to reference.

Also, stated that meeting with department heads there was some questions regarding the radio station. He told the group that it is up and operating and was used during the last EOC activation back in October.

### **III. NEW BUSINESS**

#### **CERT UPDATE:**

Karen Hocking reported that they just had their First Aid/CPR recertification. They are also taking over the house number sign program from the fire department. They will train the members on how to do them at the next meeting.

#### **General Discussion:**

Todd Rolland - Green Day is April 18th. Basically a volunteer effort to clean up trash around the town.

John Roache - New ambulance should be here around April 9th. Working on the radio tower proposal. Meeting held with Osborn Prison in regards to an issue on an EMS call. Looking to schedule a drill at one of the prisons for April 24th.

Trooper Hevey - New threat assessment will be done on the schools. Will be done by Department of Homeland Security. Brian Czapla states that due to our beefed up security that is in place already we are excluded from several grants.

Kim Littig - Town ID's need to be upgraded. FD has a newer system. ID's can now be used as door fobs.

Brian Czapla - Working on reunification drill with the bus company. High school anti vaping campaign has had positive results. He will provide the FD key cards that will unlock the bathrooms in event of a lockdown. Lockdown buttons have been installed in all schools. They are similar to fire alarm pull stations and are mounted in the area of those stations.

Bud Knorr - Budget process in ongoing. Public Hearing is on April 21st and the referendum is scheduled for May 12. The original developer for the mill as withdrawn from the project. We will be moving forward with the current plan with a new developer.

Jim MacFeat - Need to update Knox Box at High School with a new key

Glen Reynolds - Working with SRO's to set up a table top exercise with school.

### **IV. APPROVAL OF MINUTES**

Todd Rolland made a motion to approve the minutes of the February 7, 2020 meeting, John Roache seconded the motion. A vote was taken and all were in favor. Motion passed.

### **V. ADJOURNMENT**

Motion made by Todd Rolland to adjourn, John Roache seconded the motion. A vote was taken, all were in favor and the motion passed. The meeting was adjourned at 9:00A.M.

**MINUTES ARE NOT OFFICAL UNTIL APPROVED AT A SUBSEQUENT MEETING**