

TOWN OF DEERFIELD

EMERGENCY MANAGEMENT MEETING MINUTES

APRIL 03, 2014

In attendance: Kevin Barry, Cindy McHugh, Paul Yergeau, Evelyn DeCota, Michael Wright, Jeanette Foisy, Mark Young, Richard Pelletier, Denise Greig, Dan Deyermond, and Mark Tibbetts.

Kevin Barry opened the meeting at 9:00 by welcoming all in attendance.

Minutes: Evelyn DeCota made a motion to accept the meeting minutes of March 06, seconded by Jeanette Foisy, vote all in favor, 1 Abstention.

1:EMPGs Update:

Denny Greig discussed with the non-passage of our budget this year we do not have the money funded in our budget line. Jan Foisy told the group that the Auditor has stated that if we get the grant money from the state by the end of the year we can “over spend” our grant line as it will be a wash.

The Board of Selectmen has approved the EOP grant and we will start working with Jane Hubbard on May 08. The Board also approved the Emergency Operations Center Communications grant request for the installation of a base radio and antenna at DCS and CAD equipment for the EOC, Rescue and Fire.

2:EOP Update:

Denny passed out a matrix reflecting the responsibilities for different departments regarding the Emergency Operations plan. She requested that the individual Department heads review their own responsibilities as shown on the matrix. Denny said that she will resend the link to the EOP to all and reminded everyone to track any hours spent on the EOP.

3: Communications Update:

Rick Pelletier talked about the NH Emergency Notification System (“ENS”) system, he had a visit from the 911 coordinator to discuss the implementation of the system.

Rick had given the Board of Selectmen a presentation of the system on March 31. He stated that the ENS system has no cost to the Town and that we could send two individuals to 120 hrs. of training to be our originators of outbound messages to the public. Another option would be that the Town designates two individual who would give the message information to the state and have the message sent out by the state without having the two individuals need the training. The EM Team agreed with the Board’s recommendation of the second option and feel that the two individuals would be the Fire Chief and Police Chief or representative. With the ENS system, the emergency message will go out to targeted residents with land line telephones. Rick, Kevin and Denny will work on an outreach plan for residents.

#### 4: Training:

Denny referenced the training opportunities that are shown on the agenda for the different departments.

#### 5: Old Business:

Denny stated that the EPCRA binder is located in the EOC with two companies reporting thus far; relevant MSDS sheets are in the binder along with transportation routes.

As far as the Ham Radio, we still need to obtain quotes for the installation of the antenna to the building. Mark Tibbetts stated that he has a power supply that we can use for the radio. Kevin Barry stated that he will try to get some local Ham clubs to install the antenna and program the radio for us.

Denny and Cindy McHugh will be updating the Special Needs Registry form and sending it out to residents.

#### 6: New Business:

Denny reminded all about the Wellness Expo that will be happening on April 26.

Evelyn DeCota made a motion to adjourn the meeting at 9:40, seconded by Michael Wright. Vote all in favor.

Kevin Barry