

TOWN OF DEERFIELD
EMERGENCY MANAGEMENT MEETING MINUTES

JULY 17, 2014

In attendance: Denise Grieg, Kevin Barry, Gary Duquette, Michael Wright, Richard Pelletier, Mark Tibbetts, Evelyn DeCota, Paul Yergeau, Jane Hubbard and Bonnie Lockwood.

Denny opened the meeting at 9:10 am by welcoming Gary Duquette as Police Chief.

Denny turned the meeting over to Jane Hubbard to discuss the finalization of the EOP.

Jane started by discussing changes in the responsibilities in the Annexes. Each Team member will receive a checklist re: their department.

Jane then gave us an overview of the entire EOP.

Jane gave us 5 copies of the EOP binder. There will be two copies of the “public” version of the document which is an executive overview.

At 10:00 am Denny took over the meeting and thanked Jane and Bonnie for their work supporting us the updating of the EOP.

Mark Tibbetts made a motion to approve the minutes of the June 12, 2014 meeting, seconded by Mark Young. Vote all in favor.

Denny discussed the various training opportunities that is available from the State. The websites are on the Agenda.

Under New Business, Denny stated that the EMPG grant for EOC Communications grant has been approved and the equipment has been ordered and will be installed soon. The training will happen shortly after the installation has been completed. This fall we should plan on having a “table top” exercise to evaluate the implementation of our EOP. The Team will also perform an annual review of the Hazard Mitigation Plan.

Kevin stated that the Ham radio antenna has been installed and next week we should have the power supply and with that the radio can be turned on.

At 10:10 Mark Tibbetts made a motion to adjourn, seconded by Mark Young, vote all in favor.

Meeting adjourned.

Kevin Barry

