

EMERGENCY PREPAREDNESS AGENCY  
MINUTES OF  
Dec 12th 2023  
Regular Meeting  
SALEM CONNECTICUT

Present at meeting:

Board Members:

Mike Bednarz

Trotter

Agathos

Peter Lynch

Cory Bourgeois

Staff:

Richard Martin

Christina Martin

Not Present:

Erik

Eva

1. Meeting called to order by M. Bednarz at 7:15 pm EST.

2. Approval of Minutes

M/S/C (P. Lynch/ E.Trotter) to approve the Minutes of 11/14/2023.

Vote: Approved Unanimously

3. Guests /public comment– Kevin Crosby

4. Everbridge- 318 Residents 41 employees- Ongoing monitoring from Everbridge for errors/double messages. There have been reports of double messaging again. C.Martin will contact point person at EverBridge to address this issue.

5. Eversource –4th Quarterly meeting w/Eversource liaison - There has been some confusion with communications during emergencies. First Selectman held a meeting with Eversource, FD Chiefs and EMD. When the EOC is open Eversource and chiefs will contact EMD, when EOC is closed, Chiefs will contact QV and QV will contact Eversource. Chief of SVFD will be 2nd point of contact.

6. Old Business:

A. Drill: The State EPPI drill and School Evacuation drill went well. There are some minor things to iron out but overall everything went as planned.

B. Communications: M. Bednarz reached out to Gene M and Tom M to discuss EPA will join the P25 radio upgrade purchase with the fire departments. EPA to receive 2 base stations and 6 portable radios. The funding for these radios will be requested from Capital budget/funding.

7. New Business:

A. EMD/Committee Activities: R. Martin attended a Executive Session Safety meeting at the school. M. Bednarz has requested 70K proposal to Capital Improvements. Discussion on possible renovations of EOC and older portion of Town Hall. Renovations to include HVAC

system, Smart conference room area, Enhancements to EOC capabilities and relocating antennas from the roof to the tower.

B. 2024 EPA Meeting Dates - C. Martin submitted for approval the EPA Meeting dates for the upcoming 2024 year.

M/S/C (E. Agathos/ E.Trotter) to approve EPA 2024 Official Meeting Dates.

Vote: Approved Unanimously

#### 8. Other Business:

A. EOC- The EOC is fully functioning and ready to operate.

B. Vulnerability Assessment - On going.

C. Outreach -Discussion on Social Media and the reaching more of the town's residents to get information out. Any social media will have comments turned off. This would be for information only that has been vetted by town officials. Access to any social media will be limited to moderators assigned by the First Selectman.

#### 9. Good & Welfare:

A. Monthly Weather Tip- Winter weather

B. Current Events: EPA sent condolences to Lisbon Fire on the loss of one of their firefighters.

C. Town Charter- The Town of Salem CT Charter will be opened for updating and modifications. EPA discussion on possible modifications and updates to the EPA portion of the charter. Ongoing discussion of modifying the number of "Regular" meeting per year and the possibility of adding alternate EPA board members to ensure all meetings meet the requirement quorum.

#### 10. Adjournment:

M/S/C (P. Lynch/E. Trotter) at 8:21 PM EST.

Vote: Approved Unanimously

Respectfully Submitted by  
Christina Martin