

**EMERGENCY MANAGEMENT  
MINUTES OF  
January 13, 2009  
Regular Meeting  
SALEM CONNECTICUT**

**PRESENT**

Don Bourdeau  
Ralph Boles  
Ed Shafer  
Sue Spang

**ABSENT**

Brian Cinea  
Jeff Miller  
Vivian Miller  
Chip Weston

1) **Call Meeting to Order** D. Bourdeau started the meeting at 7:09

2) **Approval of Minutes**

**Approve minutes of December 9, 2008 Regular Meeting  
M/S/C (Boles/Shafer) to approve the minutes of the December 9, 2009  
regular meeting. Vote: Approved Unanimously**

3) **Guests**

None

4) **Old Business**

None

5) **New Business**

a. **C.E.R.T. Classes**

D. Bourdeau stated that C.E.R.T. classes would be started in February. E. Shafter handed out a list of dates (need to be corrected) and subjects to be taught. It was suggested to have the classes be posted to the town website. S. Spang stated they would be put in the library, on the town clerks counter and in the community calendar. Snacks for the classes will be provided for by the Town of Montville and the pizza party at the last class would be provided for by the Town of Salem.

b. **Open Discussion**

**Certifications-Remind all Emergency Management  
members to bring copies of all their certifications.**

**Cold Weather**-Due to the cold weather Gov. Rell had a conference call with all the towns. The state will open all 10 armories for people to go to if they have no heat in their house. The Town of Salem will have the Gardner Lake Fire Dept. available if there are any Salem residents that are in need of a place to stay in the event they have no heat. The residents will be instructed to call 911 and dispatch will call GLFD. This info will be on the website.

**Sirens at Fire Dept's.**-D. Bourdeau stated that sirens at both fire departments were not functioning and were not repairable. Northeast Utilities will be taking their old ones down and there will be a possibility of acquiring them from N.E. Utilities. This could be as long as two years. He stated that each siren, new, would cost the town \$40,000 a piece. S. Spang asked why the sirens were needed if all volunteers had pagers. E. Shafer stated in Montville they no longer use sirens for getting volunteers to the stations.

**New Members**-D. Bourdeau stated he would have to talk to V. Miller and J. Miller to see if they still want to be on the committee. He hoped that he might get people who sign up for the C.E.R.T. classes to be on the Emergency Management Committee. Ideally it would be better if the members were not first responders because in the case of an emergency all first responders would be at the emergency not at town hall where the command center is located.

**Procedures**- R. Boles was asked to write up a procedures list for an emergency management situation. This will be posted in the radio room and will include basic steps for who to call, how to use the equipment, spread sheets for keeping track of equipment, people, (for reimbursement purposes) etc. There will also be a list of phone numbers.

**Resource List**- E. Shafter handed out the resource list that needs to be updated. This will be discussed at the February meeting.

**6) Other**  
Already Discussed

**7) Adjournment**  
**M/S/C (Shaffer/Boles) to adjourn at 8:18**

**Respectfully Submitted**  
**Sue Spang, Recording Secretary**