

EMERGENCY MANAGEMENT  
MINUTES OF  
March 12<sup>th</sup>, 2019  
Regular Meeting  
SALEM CONNECTICUT

Members Present at meeting:

D. Bourdeau, C. Martin, R.J. Martin, J. Cunningham, J. Miller, C. Dutch, J. Cunningham, T. Martin

1. Meeting called to order by Don Bourdeau at 6:00 pm EST.

2. Approval of Minutes

M/S/C (C. Martin/J. Cunningham) to approve the Minutes of 1/19/2019

Vote: Approved Unanimously

3. Guests – NONE

4. Public Comment - None

5. Old Business

A. Everbridge- There is currently 277 Web registrations to the system. C. Martin sent the Everbridge Ad to Agnus for publication in "Our Town of Salem" paper. C. Martin informed EM that a new Everbridge Representative has been assigned to our account. C. Martin has all contact info.

B. Emergency Evacuations- C. Martin presented a sample of a "Special Needs Evacuation form, that could be ready to include in each resident's town tax bill June 2019. C. Martin will make the necessary changes and submit again when completed. C. Martin will also research possible purchase of EM bag to give out to the residents. In these bags will be a list of items needed to bring to a shelter with them in case of evacuation. D. Bourdeau will contact Sue at Red Cross to extend an invitation to attend one of EM monthly meetings.

C. Road Cones & Barriers- R.J. Martin presented a LED Disk light for possible EM purchase. These lights would be to replace out of date equipment that has been deemed "Out of Service". EM can purchase them through Granger. More information is needed. D. Bourdeau is to order 6 Pagers for the EM. The pagers will be used to notify EM personnel of EOC Activation.

D. Bi-Centennial- C. Martin present the flyers for the Challenge Coin purchase and the Supporter Listing form. This form is for wanting to have your name added to the Salem 200<sup>th</sup> Anniversary Booklet. C. Martin informed the membership that there is NO CONTACT in Salem, England to speak with via amateur radio. Alternate locations such as Salem, Ontario Canada were made. C. Martin will research to see if this location would be possible. C. Martin or R.J. Martin needs to have a definitive date to reserve the A.R.E.S Communication Trailer ASAP. C. Martin presented a sample of a pen/stylus as a possible "swag" item to hand out at the Bi-Centennial event.

6. New Business

A. NONE

7. Other Business

- A. Until Help Arrives- R.J. Martin has downloaded all instructor's material need to hold a class. R.J. Martin will continue to gather more information on the topic.
- B. Safety Tips- C. Martin presented a "Weather Safety Tip" ad to be included in the "Our Town of Salem" paper. This quarter's ad topic is Thunderstorm Safety. The ad was forwarded to Agnus for publication.

8. Open Discussion

- A. EM Inventory- Continued to next meeting.
- B. New Computer- C. Martin has requested a new computer for the EOC. This is to replace the older out of date computer currently in use. C. Martin will contact Ken the I.T. representative and come back with a quote on the cost of replacing the computer. This is the main computer that is used in the EOC. This will be further discussed under Road Cones, Barriers & Equipment on next meeting agenda.
- C. EM Symposium- This year the symposium is held on 4/25/19. C. Martin to register the following people to attend: R. Martin, C. Martin, T. Martin, C. Dutch & J. Miller.

9. Adjournment

M/S/C (J. Miller/ J. Cunningham) to adjourn at 7:08 pm EST.

Vote: Approved Unanimously

Respectfully Submitted by  
Christina Martin