

Emergency Management Committee

April 6, 2011

Town Office Building

7:00 pm

*These minutes are considered draft until approved at the following meeting.*

Present: Keith Cutting (EOC), Tim Julian, John Chiarella, Ken Butcher, Leigh Callaway, Happy Callaway, Peter Abair, Tamara Butcher

Purpose of meeting: Define the location of EOC and the physical attributes of the location.

Timetable for the Selectboard to receive the plan will be no later than the 1<sup>st</sup> of October.

Quicker action would not necessarily mean more money due to grants being on yearly schedules.

Options include the upstairs room now occupied by the Kindergarten or the downstairs room now used as the meeting room. What would the room need to look like? Basically would be a communications center for various departments to include: town departments, volunteers, town employees, state/federal resources, press and selectmen.

Keith produced drawings for the building dated June 1948. Many things have changed since then.

Tim would like to see the downstairs meeting room become the police station. The upstairs room become the new meeting room and could also be set up as the EOC as well.

Ken added that there would not be as much, if any need for a designated space for Fire/Police/Highway because they would spend very little time there. Instead they would be out taking care of the emergency.

The plan/document needs to define what the EOC needs to be operational. First and foremost would be a generator, updates to electrical wiring, some form of communication i.e. radios, Fastroads (internet), satellite.

Would the EOC line in the budget have enough to cover hiring an electrician to design a wiring plan for building? Yes, there is also some in the engineering line as well.

Leigh volunteered to look into what would be needed in the way of computers, laptops were preferred.

Tim volunteered to look into what would be needed in the way of radios.

Other needs to be addressed: number of phone lines, water, sewer, shower, and cooking.

Next meeting will be 20 April at 7:00 pm.

Respectfully submitted,

Tamara Butcher