AGENDA
Local Emergency Coordinating Committee Meeting
March 3, 2016
5:00 PM
Town Hall Conference Room B

1. Call To Order & Introductions
2. Audience Of Citizens
3. Acceptance Of Minutes: February 4, 2016 (E)

   Documents: MINUTES 2-4-2016.PDF

4. Agency Updates
5. Other Business
6. Adjournment

Minutes
Local Emergency Coordinating Committee Meeting
February 4, 2016
Town Hall Conference Room B

1. The meeting was called to order at 5:03 PM.
   Present: Julie Blanchard, Town Council; Mark Palmer, Police; Ray Eldridge, NCVFD; Bud Meyers, NCVFD; Geoff Firth, CVFA; Dennis Dittrich, CVFA; Mark Kiefer, Public Works; Noel Waite, Fire/EMS; John Elsesser, Town Manager

2. **Acceptance of Minutes:**
   Noel Waite moved to accept the minutes of the January 7, 2016 meeting. The motion was seconded by Ray Eldridge and carried on unanimous vote.

3. **Audience of Citizens:**
   None.

4. **Updates:**

Fire/EMS – Noel Waite:

- The paramedic contract was signed by both parties and filed. Denny has notified their billing agencies to start making changes. This took a year and a half to complete.
- We met with the attorney on the Vintech contract. No start date yet. It is on the Finance Committee agenda for 2/8.
- Coventry has signed mutual agreement for fire marshals with Tolland.
- The Board of Fire Officers decided to switch from the third Thursday to meeting twice a month – on the second and fourth Thursdays at the firehouses instead of Town Hall. The first meeting is at CVFA and the second one is at North. All are welcome to attend.

Public Works – Mark Kiefer:

- Snow is expected tonight. This is the 3rd storm of the year and we hope it is another small one.
- We have been getting a lot of maintenance work done, including cutting brush, pothole patching and improvements to the washing bay.
- The oil tank from Station 211 is working well as a waste oil tank. It is a nice addition and allows us to store more waste oil. The goal is to talk to American Waste to get them to deliver some of the oil they pick up on the roadside. Someday we might be able to heat the fleet bay without any home heating oil.
- We are working on inside buildings and Miller Richardson.
- The big project up at Laidlaw is going well. We will be ready to seed in spring. Thanks to the Council for appropriating the funds.

CVFA – Geoff Firth:

- We had 63 EMS and 20 fire calls last month.
- The annual ambulance inspection was done by the State. Two passed and one failed for an interior light. We have to repair that and send a picture and we will be all set.

NCVFD – Bud Meyers/Ray Eldridge:

- Station 2 has some walls contaminated by mold. We pulled a permit and the walls will be removed. We will go to a unisex bathroom which will allow us to park bigger trucks on that

side which will be much easier. We are looking into having an exhaust fan to exhaust air straight out when the trucks start up. The room doesn't get aired out. Noel said during demolition we will be bringing debris to the transfer station. Mark Kiefer will let the attendant know. Ray said we will use the opportunity to do some wall breaching training.

- Rescue 111 is still having minor problems. The engine is leaking again. We are investigating. The ballast on the light tower is going again. There are issues with radios feeding back and sending an alarm every time we key the mic. We think it's the wiring. We are working on a solution with the vendor.
- Regarding snow removal - Grant Hill was difficult to pass and we had a c.o. call. Who do we call? Mark Kiefer said direct on the radio or land line. Land line would be better. Mark Palmer said you could also call the PD and we will get a message to DPW. Ray said it was a 2000' driveway and that wasn't plowed either. Mark Kiefer said we can dispatch a small truck to assist in these situations. John said we we track the plow trucks now so we will know where they are.
- We are doing more dual training with CVFA every 4th Wednesday. The training committees are working together to choose topics.
- Noel said the new fire reporting system is finally aligning with call numbers. It seems to be working fine and we will be able to keep better track of things.
- Yesterday we had a fire alarm at the high school. The security person reset it and shouldn't. Noel will remind them. The School rep has not been attending these meetings. Julie will reach out.

Police Department – Mark Palmer:

- There were heroin overdoses in southeastern Connecticut not too far from us. Our direction to officers is anytime there is an ambulance call with a possible overdose we want an officer there. We will bag and test any residual narcotics that may be on the scene.
- All four schools are scheduled for review of the CIRMA security report over the next month.
- Mark and Noel met with TN to discuss combined dispatch and the possibility of them dispatching for police. They are doing some research and putting figures together to see if it is viable.

Town Manager – John Elsesser:

- We got the town attorney review of the Vintech contract. We will go back to Vintech with attorney recommendations. We will update at the Finance Committee meeting. We might not have Vintech's response by then. The changes are not significant but they clarify roles.
- The CT Transportation Institute had done some traffic testing for the Farmers' Market and think they have enough data to recommend changes to flows to get people off the road faster and limit the on-road parking.
- We had thought we would go live last week with video streaming of Council meetings over the Internet but there was a glitch. We will be able to stream live from the Annex so it has an impact on EOC communication opportunities in power-outage situations. It is an exciting development. The project was funded by a CRCOG grant. There will be some ongoing modest fees. We can save meetings to be rebroadcast. It has a lot of capabilities that we will grow into. We don't have staff.
- The thermostat upgrade is installed at Town Hall. It gives adjustments so every room can be controlled. It is an EMME system that has won a lot of awards for energy efficiency.
- We are heading into budget season. The Council will begin scheduling meetings with departments. We need to finish by late March. It is a short timeframe. The State budget is out and there are pretty significant cuts to everyone.

- There is a meeting on 2/20 with Red Technologies on the Main Street project. We will get their schedule. We will start working on sewers first on the hill into Lake Street. Mark Palmer said if traffic control is needed we will send someone from the PD.
- The Lake/Cross project will go out to bid in March to start in June – we hope to start Robertson in mid-June to maximize work while school is out. We will need to coordinate with the Main Street work. Ray asked about the Memorial Day parade. John said we will have to look at that. The Christmas in the Village event may be impacted too. Mark Kiefer said there will be a lot of one-lane traffic this year. We will share schedules as soon as we know when the actual construction will start. There is a big project on Mt. Ridge this year too. It will be a busy summer. We need to have good weather.
- We are on the list to get solar for North Coventry firehouse and it is still within grant funding timeframes.

Town Council – Julie Blanchard:
A list of Emergency Coordinating Committee meeting dates for the year has been distributed.

5. **Emergency management symposium:**
John Elsesser said that CCM offers this event every year. It is free and usually worth attending. The date is April 28, from 8-4.

6. **Adjournment:**
The meeting was adjourned at 5:47 PM on a motion by Bud Meyers, seconded by Ray Eldridge and unanimously approved.

Respectfully submitted,

Laura Stone