

Calais Emergency Management Meeting
October 24, 2023 7 – 8:30 PM
Location: Calais Town Hall

Betty Copeland, Jake Aho, Nick Emlen, Barbara Butler

Meeting convened at 7:06

- Additions to agenda
 - Barbara suggested that someone on town office staff be able to post on VTAlerts.
 - o Nick will follow up with Barbara about this.
 - Barbara asked if the town has a very loud siren that can be triggered.
 - o The questions are where would it be located, who can activate it, and cost.
 - Barbara asked if we have a document in addition to the LEMP
 - o Goals and activities for the next few years
 - o Nick to make an agenda item for next meeting on this
 - o ALL come to next meeting with ideas for goals/plans for the next several years
- Review/amend/approve September meeting minutes
 - o Minutes Approved, Betty, Jake seconds
- Reports - follow-up on action items listed in September meeting minutes:
 - o Communication with Design Advisory Board, Brook Field Service, Red Cross/Marsha Heines, FOCTH/Clif Emmons, CVRPC/Keith Cubbon

At the request of the DAB, Nick received a quote from Brook Field Service for \$2,733 for moving the town hall generator back 7'. Nick passed it along to Scott Bassage and John McCullough. John will present it to the Selectboard.

- 10/9 selectboard meeting discussion re reserve fund
 - Proposal to create a reserve fund that can be available immediately during an emergency event.
 - Start with \$1000. Will be on warrant for town meeting day.
 - Who is responsible for drafting the article? Nick to draft
 - Once reserve fund is created, it doesn't reappear as a line item in the annual budget, unless it needs to be replenished.
- Generators at town garage and E. Calais Store
 - E. Calais store is already exploring the possibility
 - Town garage – Anne Toolan is pursuing a grant
- Use of remaining ARPA funds allocated to local emergency management projects

At this time we have \$4k+ that was previously allocated for emergency management. Nick to provide a specific amount of funds available for EM.

- \$1,454.89 will go to three radio antennas that were not part of the EMPG grant
 - Equipment for communicating with town trucks
 - Generator for town garage
 - Food reserves for shelters
- Antenna installations
 - Nick to discuss with Gabrielle and Sandra about allocating ARPA funds to cover remaining radio expenditures.

Three empty file drawers in the town hall, Barbara to look through the keys at the town office and label the drawer for CEM.

Jake to follow up about using radio as a repeater for town trucks.

- Email from Jane English-
 - Jake to follow up with Jane English about number of people that should be in HAM radio training and scheduling a date
- Start time for future CEM meetings
 - 6pm works for everyone
- Betty on CPR/AED training via her friend Beth
 - 8 mannequins.
 - Betty to find out maximum number of attendees
 - \$60 per person if you want cards (CPR cards cost \$28) \$32 per person without card
 - Barbara to talk to VLCT about if they offer training
 - Red Cross has online Adult CPR and AED training (not OSHA approved)
 - MCCC is about to host a training.
 - Anna Matheson coordinating for MC community center training

Should we get a few pots and pans for the town hall?

\$500 food line item that we requested out of FY25 budget to be voted on in March at town meeting day and if approved would take effect in July 2024

Betty in communication with Marsha Heines (Red Cross) about Shelter simulation training. She will ask Marsha for a link to ARC training slides from the March 18 training at the town hall.

Betty to follow up with Marsha

Meeting Adjourned at 8:25pm.

Minutes submitted by Jake Aho