

Thetford Emergency Management
Meeting 3/24/16

ATTENDANCE: Mariah Whitcomb, John Mosson, Stuart Rogers, Michael Evans, Robin Pettingell, Penny Sirjane

7:07 Meeting called to order.

Review Updates from January meeting:

1. Communications: We were not able to spend out 2015 budget and did not purchase the short range walkie-talkies or EOC management board. Mariah noted she wished to purchase these items within 2016 budget. The 4-6 walkie-talkies are non-secure Midland Radios thru Amazon with base charging system. The purpose is communication with shelter from EOC and within shelter if needed. Operational Board for EOC (about \$300) S. Rogers okayed purchase.
2. Schedule a work day to move stuff from TES to container. Afternoon afterschool is best for TES. Mariah will look into 1st week of May and see if this works for TES.
3. Alternate shelter sites-John met with N. Thetford Church(G. Dimmick) in Feb. Facility is a good space as warming shelter of feeding space. No staffing in their end, we will need to provide staffing, etc. Need to supply some kitchen supplies. No generator but solar power, as such shelter will have limited use. No showers, limited bathroom space. Church is on a well system so if no power-no H2O.
4. Mariah checked into the generator from Chad Martin" connection but determined it was too small for our needs.
5. Questionnaire from ARC shelter done with Gail D. She is filling information in on form. John will call her for an update.
6. Mariah will put John M. in touch with Bruce Hyde for discussing TA as a possible shelter. Also, need a shelter space in Post Mills.
7. MOU's -Isabel's, Huggetts, Thetford village store all signed. Still to be completed: Cadwell's -MW, Britton's-PS, Cedar Circle-, Cole Electric-, Tilden-MW, Alex Cherrington-PS, Preferred Plumbing-MW, K&R porta potties-JM

COMMUNICATIONS

Mariah has developed a phone tree draft for TEM. For major emergencies, EM Director will determine need for full size EOC. Discussed phone tree-MW will update based on

suggestions.

As the original TEM Facebook was removed from FB, we need to be sure it is not listed on the town webpage as a resource. SR will check to make sure it has been removed from town webpage.

PSirjane will check frequency info as per previous meetings related to communications.

ME noted that the UHF license fee is \$1000- but also that it is a pair which may have affected the price.

TRAINING

DLAN training postponed to Thursday, March 31 at 7.

LOCAL EMERGENCY OPERATIONS PLAN-needs to be updated. Looking for more than the base plan to be submitted this year.

Review of templates that need to be filled. "Planning Tasks" need to be done by the committee. Review what is currently published. MW will get a copy of the updated plan to SR.

ACTION ITEMS

1. Post Mills Shelter sites identified
2. MOU's to be completed
3. LEOP needs to get to state by May 1, 2016
4. Investigate Mutual Aid agreements for department of public works. SR will check on this with Chad Martin.

Meeting adjourned at 20:09 Next meeting : April 28th, 7pm

Submitted: Robin Pettingell