

MINUTES
Sudbury CERT Meeting
Held at Goodnow Library, Small Meeting Room
June 6, 2007 -- 7:00 to 8:00 PM
Respectfully submitted by Carole Flynn

This CERT meeting commenced at 7:00 pm, with the following people in attendance:

Richard Simon
Carole Flynn
Phil Connors

Kenneth MacLean
Bob Haarde
Arnold Barnes

Barbara Bahlkow
Steve Monteiro

- After introductions of newcomers Phil Connors and Arnold Barnes, Richard Simon opened the meeting.
- A motion was made and seconded to approve the Minutes of the May meeting, and it was unanimously **voted** to approve those Minutes as written.
- **Barbara Bahlkow** reported on the following subjects:
 - Sudbury Water District Commission Meeting: Barbara attended to find out why hydrant flushing was not done on private roads and discovered some interesting safety-related facts: Hydrants are owned by the WDC, and there is an agreement to flush them on a regular schedule; however, condominiums on private roads must invite the District to come onto the private roads (probably for insurance purposes). A request letter to the Water District from the condo Trustees will allow hydrant flushing.

The water towers supply a head of pressure to the water distribution system. Additionally, the pump fire trucks supply their own added pressure for fire fighting purposes.

Since 9/11, the water quality is tested daily for vandalism or terrorism. If there were an additive, the chlorine level would change. There are many other safety measures in place. If Sudbury were to completely lose its water supply, we are connected by pipes to other towns.

The Sudbury Water District is a private company, not owned by the Town of Sudbury.
 - Sudbury Day Festival: Barbara has an application, and the Committee are very excited about our having a table September 15, 2007, from 12:00—5:00 PM. She asked them to waive the \$25 application fee until we get funding but hasn't heard back. Fire Chief MacLean and/or Richard will try persuading them. In the case of rain, this event will be held inside LSRHS. Gerry Aronson & Sally Sack have volunteered to work with Barbara at this table, which will be decorated in an "island" theme. Any leftover FEMA pamphlets could be used there, along with CERT flyers.
 - MEMA Meeting at Framingham HQ: Attending with Barbara were Richard Simon, Sally Sack, Gerry Aronson, and Carole Flynn, who all found it very interesting. (MEMA may centralize CERT training at some point and hold it at their HQ.).
 - CERT Course Feedback: Gale McNiff asked attendees for feedback on this spring's CERT Training. Barbara suggested the one thing missing in the Victim Assessment—especially dazed or unconscious victims—was looking for a Medic-Alert necklace or bracelet, etc., identifying medical conditions, allergies, etc.

- Sheltering:

Barbara has agreed to be the Sheltering contact person. She and Richard had a meeting Tuesday on setting up our team. He felt we need a minimum of six CERTs. We have a Red Cross sheltering manual from a course some of us attended, which will be emailed to everyone on the Sheltering Team, that currently consists of Lynne Geitz, Gerry Aronson, Bob Haarde, and Barbara. Steve Monteiro has also just agreed to help. Are there any other volunteers?

Barbara said she recently had a lock box installed by her front door, so firefighters could have access. She asked whether there will be lock boxes on all shelters. [FYI, the Senior Center lock box is on the street side of the building, near the kitchen entrance.] Have blankets been ordered to go with the cots? The American Red Cross has them for \$1.00 apiece—woolen Army blankets that are disposable.

Barbara is planning to talk to the clergy and evaluate their individual facilities for possible “overflow” shelters. (Showed sample shelter evaluation form.) Steve Monteiro offered to forward sample shelter “checklist” evaluation forms for consideration. Once completed, these evaluation forms can be left as a “resource book” with Chief MacLean at Fire Department Headquarters.

Barbara looked at the Senior Center storeroom for sheltering supplies yesterday. Chief MacLean interjected that shelter equipment should be inventoried and maintained, and that cleaning the cots is something that should take place relatively soon, after shelving has been installed (projected around the end of June). Richard will inquire whether LS seniors, who need approx. 20 hours community service as a condition of graduation, can be engaged in this project. Chief MacLean will advise when shelving installation has been completed.

Holding an exercise of a mock drill for the Senior Center shelter was suggested by Barbara..

- Senior Center availability for CERT meetings. Kris Keisel has offered the use of the room with rectangular tables for our monthly meetings.

- 911 Emergency Calls: There is a problem with some phone service (Comcast) not providing local 911 access, which is being addressed.

➤ **Richard Simon** reported that there may still be funds available from MEMA for an equipment grant. A list of items to consider for purchase is available online (www.mema.gov).

➤ **Sally Sack** (absent) and **Richard Simon** report that the Sudbury Villagers are voting Thursday, June 7, regarding a grant to CERT. Sally sent several copies of two tri-fold pamphlets she prepared as examples of handouts to interested persons.

➤ **Carole Flynn** reported on the following:

- July 4: A CERT flyer has been produced, to distribute at the Fourth of July Parade (passed around). “More Information” request forms were also prepared to use at our July 4 table in Heritage Park. (It was decided earlier not to march in the parade but to restrict our efforts to the information table.)
- Workshops: Two CPR Instructors have been offered by MRC Region 4A/Mass. Liaison Liisa Jackson. Rather than being free, it’s been decided to charge a fee of \$35 per person for the four-session series, which should cover all expenses, in the event MRC funding does not materialize as expected. MRC won’t know their budget until the end of August. If the funding does not come through, part of the Villagers’ grant might be used. CPR class size will be limited by two instructors teaching a maximum of nine students each, at three students per mannequin. Additional mannequins will be sought. The CPR

class will be enrolled on a first-come, first-served basis. [As of this writing, we are investigating whether a separate CERT-only CPR class can be held this July—will advise.] LS Course Description has been finalized and sent to the Adult Education liaison.

FEMA Brochure samples were passed around and selected for ordering soon for the workshops.

- CERT Application: A new form has been composed and can be utilized.
 - Information Packets: Two versions have been assembled: (1) Community Emergency Preparedness and (2) About Community Emergency Response Team (CERT) Training. These were passed around and received favorable comments. Chief MacLean will forward any changes/corrections to me for incorporation.
- The next Sudbury CERT meeting will be held **Wednesday, July 11, from 7:00—8:00 PM, at the Senior Center.**
- The meeting was adjourned at 8:30 PM.

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- Reiteration from May Minutes:

IMPORTANT:

1. All requests for funds must go through Chief MacLean's office first.
2. All contracts must contain Town Manager Marie Valente's signature.

Richard asked that he be called beforehand regarding outreach to new members.

As soon as possible, we need a statement of Who We Are, for the Sudbury Website—Mark Thompson is Webmaster.

No discussion took place on April's item regarding helping the Chief with CEMP (Comprehensive Emergency Management Plan)/VIP-CERT—Senior Community.

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