

HVCEO
DRAFT MINUTES OF 7/16/2004 MEETING
HELD AT DANBURY, CT CITY HALL

Chairman Natalie Ketcham of Redding
Vice Chairman Rudy Marconi of Ridgefield, Secretary-Treasurer Peggy Katkocin of New Fairfield

MEMBERS AND ALTERNATES IN ATTENDANCE

Bethel.....First Selectman Alice Hutchinson
Bridgewater.....Alternate Robert Brown
Brookfield.....First Selectman Jerry Murphy
Danbury.....Mayor Mark Boughton, Alternate Michael McLachlan
New Fairfield.....First Selectman Peggy Katkocin
New Milford.....Alternate Tammy Reardon
Newtown.....First Selectman Herbert Rosenthal
Redding.....First Selectman Natalie Ketcham, Chairman
Ridgefield.....First Selectman Rudy Marconi, Alternate Peter Yanity
Sherman.....First Selectman Andrea O'Connor

OTHERS IN ATTENDANCE

Lynn Waller of Danbury, Robert Yastremski of HART, Danbury Civil Preparedness Director Paul Estafan, Danbury Fire Chief Peter Siecienski, Mark Langlois of the News Times, Anthony McCue of WLAD, Danbury Environmental Planner Jack Kozuchowski, David Hannon and Jonathan Chew of the HVCEO staff.

CALL TO ORDER/ PUBLIC COMMENT

The meeting was called to order by Chairman Natalie Ketcham 10:05 A.M. There was no public comment.

MINUTES FROM THE MEETING OF 7/16/2004

On a motion made by Robert Brown and seconded by Alice Hutchinson, the minutes of the meeting of 6/18/2004 were unanimously approved.

FINANCIAL STATEMENT FOR 6/2004

On a motion made by Robert Brown and seconded by Alice Hutchinson, the financial statement for 6/2004 was unanimously approved.

**WELCOME TO DANBURY'S NEW
EMERGENCY OPERATIONS CENTER**

Mayor Mark Boughton welcomed everyone to the new Danbury Emergency Operations Center, opened in May of 2004. He reviewed the features of the Center, including its own water and electrical supplies, video capabilities, phones to receive citizens calls, reverse 911 capabilities, section for ham radio operations, showers and kitchen facilities. Paul Estafan also made remarks. A discussion followed.

**SECOND APPOINTMENT TO
NORTHWEST HAZMAT PLANNING GROUP**

It was noted that Richard Moss of Bethel had been voted as the first of two requested appointments to the Northwest HAZMAT Planning Group, that appointment made at the May meeting. A second appointment of Mr. John Mangin of New Milford was then proposed via a letter from New Milford Mayor Pat Murphy, with Mr. Mangin's credentials outlined in the agenda packet.

Then after brief discussion and a motion made by Herb Rosenthal, and a second by Alice Hutchinson, it was voted unanimously to appoint Mr. Mangin to the Northwest CT HAZMAT Planning Group.

REQUEST FOR PROPOSALS

FOR CITIZEN CORPS GRANTS

Dave Hannon reviewed this topic, noting that about \$34,000 was available for Citizen Corps activities. A Request for Proposals mailed to local groups seeking to use the funds had been issued on 7/7/2004, with a due date of 8/16/2004.

DETERMINATION AS TO UPCOMING EMERGENCY PLANNING ACTIVITIES

As for coordination of municipal Homeland Security Grants, Mark Boughton proposed that a priority item be video conferencing equipment, such that he and other municipal leaders can be in close contact and take coordinated action during emergencies of all kinds. There was discussion and favorable comments on this proposal. Paul Estafan agreed to formulate a draft of specifications for the system.

It was decided that an initial planning figure of \$50,000 for the region would be inserted into the ten municipal grant proposals, with shares correlating to current municipal shares of the Homeland Security grant total for the ten communities of \$1,069,730.

The total for each municipality might be equally taken from their grant's planning line item (information technology services for set up and training), and then the equipment line item (dedicated computer and programs, etc.)

{As a supplemental note to these minutes, under this formula municipal grant paperwork should reserve a total of \$50,000 in funds as follows: Bethel \$3,924, Bridgewater \$1,237, Brookfield \$3,526, Danbury \$18,853, New Fairfield \$3,244, New Milford \$5,422, Newtown \$5,076, Redding \$2,303, Ridgefield \$4,847, and Sherman \$1,568}.

Danbury Fire Chief Peter Siecienski then spoke to the issue of regional HAZMAT coordination. He stated that he would support a process of coordinating HAZMAT services in the Greater Danbury Area. However, that the Northwest Connecticut concept is too large if it is to mean that emergency vehicles will traveling over so wide of an area.

There is much disjointed effort at promoting HAZMAT at present, the Chief said. Also, that the state sets aside \$300,000 for each regional HAZMAT team, and we need to qualify for such funding. There was then a discussion of HAZMAT issues.

Alice Hutchinson spoke to the issue of Nextel emergency "direct connect" phone codes used by chief elected officials and for walkie talkie access. The discussion indicated that such a Nextel system was used at a minimum by Bethel, Danbury, New Fairfield, Newtown and Redding. Members agreed to exchange the direct connect phone codes.

There was then a discussion of additional coordination ideas, noting that requests for use of Homeland Security Grant Program (HSGP) funds are due 9/1/2004. Also, that municipalities will be receiving additional information on the use of HSGP funds in the near future from the CT Division of homeland Security.

CONSENSUS AS TO EMERGENCY PLANNING PRIORITIES

Members then came to a consensus as to priorities for their staffs to develop, thru the Housatonic Emergency Planning Committee, as regional priorities. It was agreed to pursue coordinated video conferencing within Homeland Security grant applications due 9/1, and to direct that HAZMAT planning be a regional priority for implementation.

ADJOURNMENT

Mark Boughton was thanked for his hosting of the meeting at the emergency operations center. Then on a motion duly made by Rudy Marconi and seconded by Jerry Murphy, the meeting was adjourned at 11:45.