

Accepted: June 27, 2009

Addison County Emergency Planning Committee, District 8
May 27, 2009 • 5:00–5:50 pm
VSP/Public Safety Building • New Haven, VT

Meeting called to order by Matt

1. Introductions

2. Secretary's Report—Erik MOVED, and Annie SECONDED, to accept the Minutes of 4/29/09 as presented. *Motion passed.*

4. Treasurer's Report—[Kate] May 27 balance: \$3,800.35. Bob MOVED, Dave H. SECONDED, to accept the report as presented; *Motion passed.* Annie MOVED, SueAnne SECONDED, that the LEPC pay all outstanding bills. *Motion passed.*

Proposal [Kate]—EOC Go-Kits. Kate presented the group with a proposal that we develop “Go-Kits” for town EOC's, that will be sent to Selectboards to give to their EMDs. The requirement being that the town include a line-item in the budget for their town Emergency Management Committee. The kit would be a one-time/per town container of items useful/needed in an EOC (folders, markers, maps, job aids, etc) to help jump-start the EMD/EOC efforts. LEPC members are requested to send Kate a list of items to be included. Once items are settled on, she will bring a mock-up and cost sheet back to the group.

Request for funding [Robin]—Robin requested the group's authorization to spend up to \$100 on postage and materials for a mailed survey to all Addison County towns (Selectboard, Fire, First Response, EMDs). Purpose is to ascertain level of interest in developing a bulk-purchase order for AEDs, in partnership with the Red Cross. The Red Cross is to get back to her with price-point breaks, and if there appears to be a reasonable break point and cost per unit, she would like to do the survey. It might serve as a spring-board to further bulk-purchasing of other items. Bob MOVED, Erik SECONDED, that the project be funded up to \$100. *Motion passed.*

Local Roads Workshop, June 2—Robin MOVED, Tim SECONDED, that ACLEPC reimburse attendees' registration fees. After short discussion, Robin amended her motion, Tim SECONDED, that milage also be reimbursed. *Amendment to motion passed; motion passed.* Kate will develop and distribute a reimbursement request form.

5. Publicity—[Tim] The Executive Board moved, at their last meeting, to have Robin begin placing ads, in rotation, in the Independent. VDH is uncertain as to the future of the Middlebury office.

6. CERT—The Shelter Training was concluded at the May meeting; a new basic CERT training is scheduled for June 13 & 14—contact Annie Wales.

7. ACEPC Outreach Committee report—[Tim] Fourth workshop was held May 7 in Cornwall. Session was attended by 18 or so. Remaining workshop will be:

- Bristol, Lincoln, Starksboro, Monkton, and New Haven —June 9, in Bristol

Tabletops will be scheduled for the fall. The intent of these workshops and tabletops is to get LEPC exposure out to communities, introduce Lt Melendy to 1st responders, and for each town to do a complete evaluation and edit/correction of their existing plans.

8. Upcoming (contact Tim with any questions):

- CPOD Drill—May 30
- 5th LEPC Outreach Workshop—June 9; 5:30PM; Holley Hall, Bristol (Bristol, Lincoln, Starksboro, Monkton, and New Haven)
- Vermont Local Roads Workshop—June 2, Rutland
- ACEPC Publicity Comm.—5/17, 9:30 AM; VDH

- **Next ACEPC meeting**—June 24, 5:00PM, VSP New Haven
- **Annual Ham Radio Field Day**—June 27 & 28; 24 hours, 2:00pm to 2:00 pm; Crown Point Bridge, Chimney Point.
- A HazMat Awareness Training is being planned for August, and a HazMat Operations Training for September —Watch for details.

Meeting adjourned—Motion made (Bob) and seconded (Robin) that the meeting be adjourned. *Motion passed.* 5:50 pm.

Respectfully submitted,

Robin Conway, Secretary

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**ATTENDEES:** Tim Bouton—ACEPC Coordinator; ACRPC; New Haven FD  
 Sue Ann Arnebold—Orwell Town Clerk  
 Bob Arnebold—Orwell EM; FD  
 Will Mathis—Goshen, EMC  
 Lt. Bruce Melendy—VSP Commander, Middlebury  
 Cpt. Don Patch—PSD Coordinator, PSD C  
 Matt Fraley—ACEPC Chair; VFD; Panton EMD; Citizen Corps  
 Dave Heisler—New Haven, Assist. EMD  
 Robin Conway—ACEPC Secretary; Shoreham EMC; CERT; ARES  
 Erik Eriksen—Ripton FD  
 Peter Coffey—VEM  
 Sue Camp—Monkton, CERT  
 Kate Gieges—ACEPC Treasurer; Cornwall EMD, CERT  
 Annie Wales—Weybridge EM, CERT