

**MINUTES OF NOVEMBER 23, 2015
BOARD OF SELECTMEN
SHEPARD MUNICIPAL BUILDING**

PRESENT: Dario Nardi, Chairman; Robert Lavash, Vice Chairman; James Gagner, Clerk

ATTENDEES: Highway Surveyor Tom Boudreau, Police Chief Spiewakowski, Fire Chief Lavoie, EM Director James McKeon, Stanley & Beverly Soltys, Michael Baril, Lisa Mundell

Chairman Nardi called the meeting to order at 6:02 PM and dispensed with the Pledge in the Selectmen's meeting room.

The Selectboard called a work meeting with the following departments as a follow up to a prior discussion addressed at a prior open meeting.

Police, Fire, Highway, Selectmen, Emergency Management

Discussion re: CERT, its role in the community; guidelines; upcoming winter planning.

Mr. Gagner began discussion with concern over how CERT is activated and wished to clear up the concern that members (volunteers) were exercising self-activation. Chief Spiewakowski spoke to prior meetings with prior EM Director Buz Reusch and Tim O'Brien. His department would reach out for various functions and vice versa, they [Reusch/O'Brien] would reach out to him if an event were coming up. The Chief further considers the team a huge asset to the community.

Chief Lavoie concurred the need and advantages of the CERT team in their various activities that they assist with. He did caution that any 'activation' should come from himself or the Police Chief in an effort to maintain safety. Mr. McKeon provided the department heads and Selectboard with a handout* which outlines the CERT team members, contacts, support outline and scope of activities the team can perform during emergencies and non-emergency functions. There was some additional discussion between the department heads and Selectboard to assure everyone understood the 'activation' protocol.

Mr. McKeon introduced the discussion of his role as Director of EM and his request for a stipend. The Selectboard was in agreement that the topic could be discussed as an agenda item at a future meeting.

Lastly, there was some discussion as to planning efforts for the upcoming winter. Mr. McKeon noted that EM can facilitate in the mobilizing of resources and equipment through MEMA. Additionally, Warren is part of the Highway Co-op which is an additional resource that can be tapped for equipment, in the need of a significant snow event. Mr. McKeon remarked that EM coordinates the assets lists which can take the pressure off the Commanders.

Motion to Adjourn made by Mr. Lavash; second: Mr. Gagner – unanimous at 6:39 PM.

Respectfully submitted,

Lorena Prokop
Administrative Secretary

James Gagner, Clerk

*Handout attached hereto