

**TOWN OF WAYLAND
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
DECEMBER 16, 2015 @ 08:30AM
PUBLIC SAFETY BUILDING (EOC)
38 COCHITUATE ROAD, WAYLAND MA 01778
MEETING MINUTES – **APPROVED 01/25/2017****

Members Present:

Nan Balmer (Town Adm.), John Senchyshyn (ATA/HRD), Brendan Decker (GIS), Fire Chief Dave Houghton (WFD), Supt. Paul Stein (Schools), Ben Keefe (Dir. Facilities), Police Chief Robert Irving (WPD), Julia Junghanns (BOH), Joe Gordon (CERT), Ruth Mori (MRC), Lt. Patrick Swanick (WPD), Doug Leard (LEPC Chair)

Members Absent:

Stubby Kadlick (DPW), Leisha Simon (IT Director), Alf Berry (Survey), Pat Morris (Facilities/School), Julie Secord (COA) (prior commitment)

Other Town Employees Present:

Joe Doucette (DPW), Brian Monahan (Conservation), Mike Lindeman (DPW), David Fuller (Bldg.)

8:30AM Doug called the meeting to order and thanked everyone for attending.

8:35AM No public comment

8:40AM A motion was made to accept the April 16, 2015 LEPC meeting minutes. The motion was seconded and unanimously approved as written.

8:45AM **SNAKE BROOK DAM:** Doug began the meeting by asking Brian Monahan, Conservation Administrator to speak briefly about any further information he may have for the committee pertaining to the Snake Brook Dam off Rice Road. At the April 16, 2015 LEPC meeting the committee had a lengthy discussion about the needed repairs and the future of the dam (see 4/16/15 minutes). Brian noted that the gatehouse roof has since collapsed and that he is looking into hiring an engineer to conduct further studies of the needed repairs. This engineering study would most likely include an inundation study of the water flow and potential damage estimates in the event of a dam failure.

Brian confirmed that the Wayland Finance Committee has previously allocated funds for dam mitigation. Brian said he now needs to find competent and qualified people with expertise in this field.

Doug indicated that he remained concerned about the potential loss of life, property damage and impact to the Loker School should the dam fail. Doug noted that the August 2012 Evaluation Report noted the dam was in “fair condition” and that in the event of a dam failure a “written” Emergency Action Plan should be in place.

Chief Irving recalled a report from the Commonwealth of Massachusetts (June 2015) that addressed the statewide concern for deteriorating dam conditions and the potential option of eliminating dams. Brian indicated that he has received comments from residents noting the aesthetic benefits and higher property values of possessing properties with water views.

Brian noted that some estimates indicate that in the event of a dam failure Loker School would be left with about a foot of water. My question is what impact and damage would occur during the initial surge of water and prior to the water level settling.

Brian stated he would continue to pursue the services of a qualified engineer. Doug emphasized the need to address the dam safety issues and that an Emergency Action Plan should be put in place.

Doug thanked Brian for being present and for giving the committee an update.

The following paragraph comes from the approved meeting minutes of the April 16, 2015 LEPC meeting:

“In review, the committee felt that in order to better evaluate what path the water would flow should the dam have a “sudden” rupture/failure there is a need for an inundation analysis. With this analysis Wayland would be better able to estimate the risk to people and the potential for damage to homes, Loker School, roads and other infrastructure. Brian suggested that the town had two possible alternatives: (1) to make the requested repairs or (2) potentially eliminate the dam completely, leaving more of a simple stream verses a body of water. Doug Leard suggested that going forward the decisions appeared to fall on the shoulders of the Conservation Department, Conservation Commission and the towns Facilities Director and, like the A.L.I.C.E. Program, Doug recommended Brian bring his proposal to the Local Emergency Planning Committee (LEPC) for review, comment and support.”

A.L.I.C.E. PROGRAM UPDATE: Police Chief Irving gave the committee an update of the Alert- Lockdown-Inform-Confront-Evacuate (A.L.I.C.E.) drills conducted in Wayland schools and municipal buildings. These drills are conducted for the purpose of training Wayland Police, Wayland Fire, Teachers, Administrators, students and town employees in the event of an active shooter situation. Fire Chief Houghton informed the members of the role the fire service will play in such an event. Chief Houghton also noted that these drills serve multiple purposes and should not be thought of as for active shooters only. Doug thanks Chief’s Irving and Houghton for their update.

C.E.R.T. PROGRAM UPDATE: Joe Gordon, CERT (Community Emergency Response Team) Coordinator gave a brief overview of the role that CERT plays in the Town of Wayland. The CERT team consists of volunteers (mostly Wayland residents with some members from surrounding communities) who offer their services in time of need. CERT conducts shelter operations, offers shelter for family pets, staff’s first aid stations, offers public safety awareness, assists public safety personnel as needed, etc. CERT team members meet periodically to drill and train on new and improved skills. Doug thanked Joe for his informative presentation and the services provided by CERT team members and encouraged others to volunteer.

M.R.C. PROGRAM UPDATE: Ruth Mori, RN Public Health offered a brief report of the role of the Medical Reserve Corps (MRC). The MRC consists of a number of public health professionals (doctors and nurses) who also volunteer their service in time of need. The MRC staff operates our Wayland flu clinics and assist with the staffing during shelter operations. Chief Houghton has conducted Incident Command and National Incident Management System programs for both MRC and CERT volunteers.

Doug noted that many FEMA (Federal Emergency Management Agency) grant applications today require that members of the organization requesting funding, complete minimum training requirements (I.E. FEMA IS-100, 200 and 700). Doug thanked Ruth for her presentation and service to the town of Wayland.

DISCUSSION ABOUT “RISK” IN WAYLAND: Doug recently attended the International Association of Emergency Managers (IAEM) Conference and wanted to share critical information from that conference. Doug began his presentation on “Risk” by introducing his prop, a BLACK SWAN. According to Wikipedia the “**black swan theory** or **theory of black swan events** is a **metaphor** that describes an event that comes as a surprise, has a major effect, and is often inappropriately rationalized after the fact with the benefit of **hindsight**.” These “surprise” events along with those events that we are better able to predict are the threats that this community must protect against. The problem is that business owners, municipal officials, and family members are mistaken when they believe that nothing will happen to them and that bad events happen to other people. Many emergency preparedness professional today believe it is not IF a tragic even will happen but WHEN!

Local, State and Federal governments operate within the guidelines of the National Preparedness System and operate within the 5 mission areas of emergency management: Prevention – Protection-Mitigation-Response-Recovery.

Wayland must identify their risks. A formula used to identify risk is:
 $RISK = THREAT \times VULNERABILITY \times CONSEQUENCE/IMPACT$. This is not a mathematical formula but a formula to show relationships to one another. Wayland should focus on the THREAT’s and focus on the ability to prepare, adapt, withstand and recover (know as Resilience). If Wayland identifies their potential threats and they develop a resilience then the community is better prepared to deal with the events and by doing so will deter any adversarial intent and capability to do harm to the community and be better able to deal with weather events.

In order to develop a municipal plan it is critical that elected and appointed officials gain a better understanding of the National Incident Management System (NIMS) and the Incident Command System. (FEMA IS100, IS200, & IS700) <https://training.fema.gov/is/crslist.aspx?all=true>
Doug reminded all members in attendance that he forwarded a document from the October 28, 2013 edition of Emergency Magazine; titled Elected Officials are Rarely Educated About Emergencies. Doug strongly urged all members to read this.

Wayland’s Hazard Mitigation Plan, dated January 21, 2011 needs to be updated and specific, municipally approved written policies and procedures must be put in place. Doug asked the

members if there was a need to reassess the “Hazard Risks” in the 2011 plan? Once policies and procedures addressing the risks to the community have been adopted and put into place the community then needs to perform “Discussion-Based” and “Operations-Based” Exercises to test their effectiveness.

In summary, “we don’t know what we don’t know.” We cannot plan for every conceivable event that we may confront BUT we need to establish a procedure for the threats that are/maybe anticipated. We must ask ourselves:

Where is Wayland now?

What is Wayland ready for?

What is Wayland NOT ready for?

Doug thanked everyone for coming and for his or her participation and interest. What we discussed today requires communication, planning and some degree of funding. It is Doug’s hope that LEPC committee members will take this information to heart and begin the necessary communications and planning.

Doug wished all a Merry Christmas and Happy Holidays!

10:25AM Meeting adjourned.

Respectfully submitted!

Doug Leard, Chairman
Local Emergency Planning Committee