

**Office of Emergency Management
Minutes
July 13, 2015**

Present

Councilman Sebastian Giuliano
Councilwoman Hope Kasper
Councilwoman Deborah Kleckowski
Councilman Robert Santangelo
Councilman Thomas Serra
Emergency Management Director George Dunn
Joseph Carta

Meeting Called to Order:

Councilman Santangelo called the meeting to order at 7:13 p.m.

Minutes:

On motion of Councilman Serra, seconded by Councilwoman Kasper, the minutes of April 13, 2015, as amended, and June 8, 2015, were approved; Councilwoman Kasper abstained from voting on the minutes of April 13, 2015, due to her absence from that meeting.

Public Hearing:

There being no members from the public wishing to speak on items on the agenda, the public hearing portion of the meeting was closed.

Monthly Report

- a. Mile Lane Task Force – Director Dunn suggested a task force be formed to strategically plan for the use of the Mile Lane property. Councilman Serra responded that each respective caucus should provide Councilmanic representation to the Task Force.
- b. FSE City/Wesleyan University – A full-scale exercise between the City and Wesleyan University has been planned for August 3rd through August 8th. The exercise will include putting up the state hospital tent. Meetings have been held on a regular basis, but Director Dunn does have concerns due to the fact that the ranks have lessened some, and it will require a number of people to put up the tent. The exercise will test the coordination of getting people together to erect the tent. The Director hopes to alleviate concerns and move forward as planned.
- c. Provided traffic duty for community program at Adath Israel Synagogue – When an international speaker visited the Synagogue, Emergency Management was asked to assist with parking; the police department handled all street traffic, and Emergency Management assisted with parking issues. Emergency Management volunteers had just undergone traffic management training, so this event was a good exercise to implement what was learned.

- d. Middletown Kids Safety Expo – Emergency Management provided the lighting truck, and Emergency Management volunteers manned the booth; handouts directed towards kids and seniors were distributed for different storm preparedness and weather-related issues. The booth had a lot of traffic and the Emergency Management volunteers were pleased with reception they received. A great deal of positive feedback was provided.

June 23rd Storm – The South end of Middletown was hit hard during the storm. Emergency Management volunteers provided assistance between 12-14 hours. The Emergency Management Operations Center was opened at the Municipal Building and staffed with the Mayor and City directors. Mr. Carta added that a generator was provided to a home on Millbrook Road due to one of the occupants needing oxygen.

- e. July 3rd Fireworks Planning Process – a number of different planning sessions were held. Director Dunn will report next month on the detailed issues that were accomplished.
- f. Middletown Senior Center – The Director held a session for seniors on emergency preparedness and urged them to get involved; a number of requests came in, as a result, and the Director will follow-up on the interest.
- g. CT DPH Mobile Hospital Status – the Director reported that the main hospital tent has not been put up in 5-6 years. He has concerns that it has been bundled up for quite some time, and rodents may have damaged the tent.

He also expressed concern that the twin generator trailer and heating/cooling trailer both have mechanical problems and the State has not been responsive with repairs. The Director contacted the State Director of Public Health who is responsible for the generators. The State Health Director indicated that the Middletown equipment is on a cycle to be repaired, and a technician would be dispatched tomorrow to make some adjustments. Councilman Serra asked about the City's liability, and the Director shared his concern.

- h. Middlesex County Chamber Planning – The Director was contacted by the Chamber of Commerce to discuss continuity planning. Director Dunn indicated that he had requested this type of meeting 7 years ago, but there was no interest at that time. The Chamber has expressed interest in not only pursuing continuity planning locally but regionally as well. If this occurs, it will serve as a model for the entire state.
- i. MFD Cameo/Emergency Planning Program – Chief Kronenberger had his personnel trained with this new emergency planning module, which takes into consideration weather, electrical grid, hazardous materials, infrastructure, plotting, planning, among many other factors, when preparing for an event or emergency response. Director Dunn asked that those trained utilize the program during the 4th of July firework event. Sgt. Godwin also did an excellent job putting together the Police Department information into the program. The exercise served as an excellent way to coordinate all scenarios to prepare for emergencies. As more information is compiled and learned, the more effective emergency management planning can take place to increase public safety.

- j. Joseph Carta provided the details of the activity for the month of June. He stated there were 18 days of activities in June; there were 13 days with no calls for activity, but the volunteers still performed maintenance duties at the shop.

The total volunteer hours calculated for the month of June totaled 248.15 hours. Referencing the 2010 Independent Sector website for placing a value on volunteer hours, Mr. Carta estimated the value to be \$6,891 (248.15 x 27.77 per volunteer hour). Calendar to date from January to end of June, 2746.75 hours were logged for a value of \$76,277 (2746.75 x 27.77). The average monthly volunteer hours from January to June total 458 hours.

7. Old Business:

- a. Furnace at Emergency Management Update - The Director advised that he is still interested in a gas furnace rather than oil. The Gas Company contacted Director Dunn to ask if he would still be interested in gas service. As a result, the Director will be providing usage data and then a determination will be made on whether gas service will/can be provided to the building. If gas is not a viable option, and the building will need to remain on an oil furnace, the chimney will need to be replaced.
- b. Powers Generator Maintenance – During general maintenance of Middletown High School generator, a leak was detected, but the company was able to identify exactly where it was, and it did not interrupt the load bank exercise. A quote was provided to repair the leak at a cost of \$3,503. Last meeting, Councilman Serra questioned the quote description where it states, “the OEM radiator manufacturer has changed the materials used for the balance tubes and it is recommended to upgrade all the tubes while the system is drained.” He asked why the change was made and whether the manufacturer would or should bear part of the cost for providing an inferior product from the beginning. Councilman Giuliano had also asked Director Dunn last month to look into the life expectancy of the repairs proposed in the quote so that long-term costs could be anticipated. After researching these questions, the Director discovered that Powers Generator does not replace old parts on new production; he stated that the City has the opportunity to upgrade to the most current system.

He also stated he is looking into a possible solution to the wet-stacking problem that has been occurring due to the underutilization of the generator. He reported that the wet-stacking problem could be solved by installing a permanent load-bank on the system so that each month the generator would simulate a full load. Director Dunn will look into the cost. Councilman Giuliano stated that he was reluctant to spend money on a solution that would continue to underutilize the capacity of the generator.

8. Adjournment

On motion of Councilwoman Kasper, seconded by Councilman Giuliano, the meeting was unanimously adjourned at 7:40 p.m.