

## Minutes of the Charlemont Selectboard

August 8, 2023

4 pm Charlemont Fire Station

Present: Bill Harker, Jared Bellows, Valentine Reid (arrived at 4:16 pm), Dana Johnson (Ambulance Director), Dennis Annear (Emergency Management Director), Jason Pelletier (Police Chief), Scott Sullivan (Highway Superintendent) and Sarah Reynolds. A reporter from the recorder arrived 4:30 pm

Bill Harker opened the meeting at 4:05 pm

Discussed the weather events that have occurred in town recently.

- Highway- asked about radio communication, had a road closure during rain event relayed by control from police to check on the road.
- Ambulance- They can usually make calls and don't need much except for notification of road closures.
- The Police Chief will give directions on checking roads and relaying to departments. Listing of roads was also discussed. Highway will send plow routes to be put in a shared drive at Emergency Management Directors request.
- Discussed adding a list of town owned poles and wires and broadband items to the emergency list.
- Discussed adding staff to Web EOC to enter information during emergencies so that the Emergency Management director is not tied up doing that. It was brought up that the Town Administrator and Highway Superintendent could be added. Also discussed training the Town Treasurer, Clerk and other staff in the emergency bookkeeping and processes to help in town hall during an emergency. Selectboard will follow up.
- Discussed current what to do in an emergency book that is in town hall, it needs updating- Administrator to send it out electronically on a shared drive. Items like plow routes and what roads to check first during flooding will be added. Dennis Annear explained that his phone goes off when the gauge gets to 3,000 cubic feet per second. Any weather events are watched.
- Discussed making sure there is a second in command in case any department heads are on vacation.
- Discussed events like an active shooter as well as locations in town where there might be issues. Jason Pelletier explained that the schools already do training for active shooters and mentioned that we have businesses that have large crowds where there is no plan in place.
- Discussed doing a tabletop exercise for a weather event in October. Emergency Management will follow up with the date.

On a motion by Valentine Reid and Second by Jared bellows meeting was adjourned at 5:01 pm