

Town of Killingworth
Board of Selectmen
323 Route 81
Killingworth, CT 06419

Minutes of Special Meeting held
Friday, September 9, 2011

Selectmen Present – Iino, Cabral

Other Attendees: W. Adametz, C. Anderson, R. Bauer, R. Darin, M. DiStefano, T. Hajek, D. McDougall, R. Regolo

The Board of Selectmen participated in the Hurricane Irene Follow-Up Meeting to discuss storm processes, timelines, best practices and next steps.

Catherine Iino called the Special Meeting to order at 8:00 a.m.

Representatives from Public Works, the Selectmen's Office, Killingworth Volunteer Fire, Killingworth Emergency Management, and Regional School District 17 discussed their specific storm timelines and processes. Best practices, areas for improvement and next steps were considered.

Key items discussed:

Shelters

- The KES Shelter opened at 8:00 pm. on Saturday and remained open until 6:00 p.m. Monday. The shelter moved to the HK Middle School on Tuesday, open 9:00 a.m. – 7:00 p.m. The HKMS Shelter remained open through Sunday, September 4th.

Action Items

- Establish process with American Red Cross (ARC) to get earlier delivery of food to shelter and to inform Town of status of nearby shelters.
- Investigate purchasing additional cots for responders, including 10 – 15 cots for fire department.
- Create protocol with RSD17 for sheltering pets
- Stock miscellaneous supplies for shelter (e.g. office supplies, provisions for workers, TV/radio, signs)

CL&P

Action Items

- Liaison: Preset meeting place and time in case communications are gone; clarify role of liaison officer; clarify rules about restoration of power
- W. Adametz and T. Hajek expressed concern over the safety of their teams clearing trees near power lines. CL&P needs to assign a crew to work with our road crews immediately to maintain public safety.
- Town will investigate rewiring town hall to increase reach of power from generator

Killingworth Volunteer Fire Dept.

Action Items

- T. Hajek stated that the Firehouse's generator will need to be replaced. C. Iino and T. Hajek will address the need for generators at both town hall and the firehouse.
- Stock food for responders.
- Consider stationing fire trucks at 4 – 6 locations throughout town.
- Station highway equipment and personnel at KVFC Station 2

Communications

- Cathy I. stated that the Gov. Malloy conference calls were useful/informative
- Communications prior to, as well as throughout, the storm to residents are critical. Loss of power, internet and phone services (wireless and land lines) greatly complicated communications.
- Auto response messages on Town Hall phones were updated regularly to provide critical information to residents.
- The Town used CTAlert Communications (Reverse 911) four times during the storm to alert residents to the availability of shelters. These alerts were a very effective communications tool.

Action Items

- Establish protocols for posting messages to CTAlert through Valley Shore.
- Verify/update Emergency Management Contact list regularly.
- Meet with AT&T to discuss loss of service early in the storm.
- Improve public education before storm: Information sources, where to go for help, safety tips
- Use KVFC newsletter for CTAlert sign-up information
- Residents need to understand that their generators must be properly installed by licensed electricians. Improperly installed generators pose a significant risk to PW and responders working near power lines. Residents need enough gas for generators.
- Purchase several sandwich boards.
- Investigate use of door-to-door checks, elderly registry coordinated with churches, Jensens.
- Investigate better use of Social Media - Facebook and Twitter, town website
- Upgrade Public Works radios (multi-channel)
- Arrange to borrow/rent light signs. OnSight street markings and safety recommended by T. Hajek. Contact John Miller.

Roads

- At least one lane (for emergency vehicles) was cleared on all roads by Tuesday morning. More than 600 trees were moved.

Action Items

- Purchase stop signs for the intersection of Route 81/148

Other Action Items

- Meet with gas stations and stores to determine operability during next event.
- Prepare transfer station for after storm clean up. Contracts for brush removal.
- Continue annual review of Emergency Management Plan
- Review emergency procedures with Town Hall staff

Motion to adjourn was made by Catherine Iino at 9:15 a.m. Seconded by Regina Regolo. The motion carried unanimously.

Respectfully submitted,

Carolyn Anderson
Recording Secretary