

LEPC Quarterly Meeting Minutes  
Wednesday, September 26, 2018  
10:00 AM

Location: East Longmeadow Fire Department, East Longmeadow

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**Present:** Bruce Augusti, Chief Jeff Dalessio, Roy Esposito, Bruce Fenney, Patrick Leonardo, Melinda Mandeville, Town Manager Denise Menard, Chief Paul Morrissette, Frank Morrisino, John Pajak, Bob Sheets, Chris Zobel, Kerry Kervick

Chief Paul Morrissette called the meeting to order at 10:05 AM.

- Introductions
  - *Those in attendance introduced themselves and what department, agency, and facility they represented.*

**Meeting Minutes:** Chief Morrissette made a motion to approve the March 14, 2018 LEPC Quarterly Meeting minutes. The motion was seconded. There being no further discussion, the vote was taken and was unanimously affirmative.

- Updates from disciplines
  - Police: Chief Dalessio stated that the Police Department is status quo.
  - Fire/EMD: Chief Morrissette stated that the town participated in an informative shelter exercise with Franklin County Regional form of governments. There is an after action report that the EMT is reviewing and finalizing shelter policies and procedures.  
Fire Department has had a couple of releases: Pride Station diesel fuel with DEP involved. Sunoco's fire extinguishing system released a nonhazardous powder.
  - EMS: Chief Morrissette stated that our ambulance is operating at about 25 to 30 percent of the runs. AMR is doing the majority of the runs. December 23, 2018 the department is going to 24 hour shifts. Mr. Leonardo stated that EL and AMR crews have been working well collaborating together.
  - Public Health: CM stated that a Flu Clinic and a couple of road shows at the schools are coming up.
  - Public Works: Mr. Fenney stated that DPW will replace a 1977 diesel generator with a new natural gas unit at Allen Street pumping station.
- Comprehensive Emergency Response Team (CERT) / EL MRC
  - Chief Morrissette stated that Cert and MRC are working together and staying engaged. There are 8 Cert and 6 MRC members.
- Old Business
  - HMEP Grant (Hazard Mitigation) grant money was utilized to purchase a heavy duty tablet that will to be used for hazardous materials registration and response.

- Household Hazardous Waste Collection with Wilbraham went well. There was no charge for residents; funds came out of grant money.
- New Business
  - Exercise planning: EMT has an EOC drill first week of November. There is an EOC operation plan in place now that goes through the steps in the tier levels and streamlining of information. Tabletop exercise in January.
  - EMPG Grant (Emergency Management) status: We applied and secured grant funding for four in face piece thermal imagers.
- Unforeseen Business
  - The Police and Fire have posted for a civilian dispatch director

The next scheduled meeting of the LEPC will be Wednesday, December 12, 2018, 10:00 A.M.  
Location: TBD

Chief Morrissette made a motion to adjourn the meeting. The motion was seconded by Town Manager Denise Menard. Motion passed unanimously.

Meeting adjourned at 11:01 AM.

*Local Emergency Planning Committees have four basic functions by law:*

- 1. To develop a comprehensive emergency plan (CEMP) for the community and keep the plan up-to-date;*
- 2. To receive information about accidental releases;*
- 3. To collect, manage, and provide public access to information on hazards chemicals in the community;*
- 4. To educate the public about risks from accidental and routine releases of chemicals and work with facilities to minimize the risks.*