

LEYDEN EMERGENCY MANAGEMENT COMMITTEE

January 16, 2025

6:30 pm

7 Brattleboro Rd.

Leyden, MA 01301

Present members: Jeff Miller, Liz Kidder, John Richardson, Marcia Miller, Ander Ferguson

Department Representatives: Ken Medvetz, Carey Barton

Absentees: Bill Brooks

Other attendees: Janell Howard, Nate Moreau

Meeting called to order at 6:32 pm by Jeff Miller

Approval of Minutes

Motion: Liz moved, and John seconded to approve the 9-26-24, unanimously approved.

Correspondence and Regional Meeting Reports

- As more tourists come to the area it increases the need for more emergency services and needs to be planned for.
- Another study of regionalization is happening in the Berkshire area.
- The costs are becoming too high for the small towns to maintain.
- Towns in west county are also looking at a study on regionalization.
- Long range planning is being studied.

Updates from EMD, MEMA, Departments, and Administrative Assistant

- Vests are done and ready for use when needed.
- A sample of moving blankets were purchased, they look good so more will be ordered.
- Jeff acquired 4-5 pelican boxes to store the emergency blankets in.
- The Garmin In-reach devices are in the process of being purchased. The next step - the Select Board needs to sign an End Use Declaration document.
- Jeff looked at the surveys and started organizing the information for neighborhoods.
- Discussion on the possibility of the surveys being sent out again.
- Discussion on FRCOG sending out a survey and working on emergency management.
- Nate has run a tabletop exercise in some of the surrounding towns. It is possible for the town to also have Nate run an exercise for the town.
- Fire Department update-
 - the Fire Department is still growing - 9 fire fighters.
 - They have been working on training.
 - The UTV will be delivered at the end of January. It has tires and tracks so it can be used year-round. The fire department will start training on the UTV when it comes. Carey is looking for an enclosed trailer for the UTV that can be taken to incident sights and then the trailer can be used as a command center after the UTV is out of the trailer.
 - The keys that the Fire Department have for the fish and wildlife lands don't work for the locked gates.
- Building Needs Update-

- There is a lack of lighting out in the parking lot, the temporary lights are not bright enough. Ken has emailed Eversource for a quote for a light on a pole. Another option is to purchase solar streetlights.
- Leyden and Bernardston were just granted money for a study to be done for shared services with Bernardston. The study will research all kinds of shared services with Bernardston like we do for police. A committee is being formed for the grant study.

ACTION: Jeff will talk to Joe Rogers to see about getting the key to the wildlife management gates for the Fire Department.

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ACTION: Janell email Jeff different options for ordering more moving blankets.

Emergency Communication, status of RAVE/911, Public Information Officer

- Rave/911 contract is almost up. Discussion on looking at other options for emergency notification to see if there is something more effective/less expensive. Jeff has been talking to other towns to see what they are doing.
- Discussion on whether there is a possibility to use the internet to contact town's people in an emergency.

Review Organization Chart and Chain of Command during emergencies

- No changes to the chart.
- Jim Palmeri said it would be great to have John still be the department representative for Bernardston Police; John will follow up with him and double-check if there are any concerns.

Review Training Requirements and Coordination with MEMA

- The town of Leyden is progressing well with emergency management by having these meetings. Nate recommended that the committee do the training for ICS 100 and 200 and the NIMS 700.
- Nate can do the training for a group of people from the town.
- The town has received a grant to help the older people of the town be more technically savvy. Discussion on partnering with GCC to help with the program.

ACTION: Janell will send out a link for the recommended training from the FEMA website. She can email Nate for the info and forward it to the LEMC.

Public Safety Team Budget Considerations and Schedule for FY 26

- The Emergency Management Director stipend is \$1600, and the Deputy EMD doesn't have a stipend. Discussion on what compensation should be for the stipends.
- \$4700 EMD expenses
- \$150 to belong to REPC.
- Discussion on when the RAVE contract is up and if there is an option to group buy with another town like Bernardston for a discount.
- More discussion on the stipend for the EMD and Deputy EMD. EMD and Deputy EMD would prefer to use money for supplies and items.

- Next meeting will be in a month to decide on a budget for next year. Discussion on possible training sessions on different things that can help residents be prepared for an emergency.
- A Tabletop exercise from Nate would most likely be either a forest fire or a flood. The best time to run the exercise would be during the workday

ACTION: Jeff will check with Bernardston and Shelburne Falls and John Taylor to see what they do.

ACTION: Jeff will reach out to Nate to set up a date and scenario for a tabletop exercise.

ACTION: Nate will get John and Liz on the “program”

Motion: Liz moved, and Anders seconded to propose a stipend of \$2000 for EMD and \$1000 Deputy EMD for the proposed FY26 town budget, Liz, Anders, and Marcia approved, John and Jeff abstained.

ACTION: Jeff will continue to inventory the EM box.

Priorities and Next Steps

- Discussion on whether there is a possibility of making the Town Hall into a shelter and if it’s even feasible or if it would be better to make the town building a collection point that would be safe and efficient.
- Meet again in one month to go over the budget items and do the final budget.
- LEMC next meeting February 20th at 6:30pm to work on the budget only, a one-hour meeting.

Motion: Marcia moved, and Liz seconded to adjourn the meeting at 8:11pm.

Respectfully submitted,

Janell Howard