

# North Brookfield Emergency MINUTES for October 14, 2021

[NBEMA@northbrookfield.net](mailto:NBEMA@northbrookfield.net)

**Police Department Training Room** and ZOOM meeting ID: <https://us02web.zoom.us/j/87645629890>

**Meeting Called to order:** 7:10

## **Attendance:**

<input checked="" type="checkbox"/> Sgt. Chris Donais Director	<input type="checkbox"/> Anne Adams (Deputy Director)	<input checked="" type="checkbox"/> Suzanne Lewandowski (Secretary)
<input type="checkbox"/> Shaun Adams	<input type="checkbox"/> Charles Buchanan	<input type="checkbox"/> Gino Caramiello
<input type="checkbox"/> Gino Caramiello, Jr	<input type="checkbox"/> Stephanie Caramiello	<input checked="" type="checkbox"/> Andrew Crosby
<input type="checkbox"/> Robert Filipkowski	<input checked="" type="checkbox"/> Michael Hinkley	<input checked="" type="checkbox"/> Dave Holmes
<input type="checkbox"/> Brenda Lacaire	<input type="checkbox"/> John Magario	<input type="checkbox"/> David Messier
<input type="checkbox"/> Nick Newman	<input checked="" type="checkbox"/> Sarah Risotti	<input checked="" type="checkbox"/> Larry Walter
<input type="checkbox"/> Chris Marinin	<input type="checkbox"/>	<input type="checkbox"/>

## **Minutes:**

<b>Motion Made by:</b>	<b>Sarah</b>	<b>2<sup>nd</sup></b>	<b>Larry</b>	<b>Approved</b> <input checked="" type="checkbox"/>	<b>Amended</b> <input type="checkbox"/>
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**Budget:** As of 9/30/21

<b>Regular Account:</b> \$9,620.06 \$329.94 pending (Charter)	<b>Gift Account:</b> \$866.88 Hannaford check to be deposited
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**Incident Responses:** Zero

## **New Business:**

- Christmas – Sue to check in with the Decorating committee and relay information to Chris.
- The Town Clerk's hours on Tuesday nights have changed from 6-8pm to **5:00-7:00**.

## **Old Business:**

- Charter now send email bills to Chris, even though snail mail is to the town.
- Halloween Update: 5:30-7:30 Meet at the NBPD at 5pm
- MREs: Will wait until Bunker clean-up is completed on 10/27 to see if there is room. On hold for now.
- Light pole/generator to the Spencer Fair –HAS BEEN RETURNED
- Reminder: Who needs to be sworn in? Everyone at meeting has been sworn in
- Application Creation: Application and CORI application were finalized and handed out to members. Sue will email electronic versions.
- X-Ray Machine – Test kit has been ordered
- New Radios (8 needed) – Only 2-3 can be ordered out of this year's budget)
- Bunker reorganizing: Reminder: **Saturday, October 23<sup>rd</sup> at 9am.**
- IAR set up: Sue to follow up with Shawn or NBFD
- Comprehensive EMA plan for planning committee:
- Breakfast to honor Doug: Before choosing a date, a commemorative plaque needs to be created. Sue to contact North Brookfield's Central Mass Designs (Jay Wallace – 508-736-0783 [centralmassdesigns@gmail.com](mailto:centralmassdesigns@gmail.com)) for designs and costs.
- NBEMA plates: Chris is still working on this
- NBEMA IDs: Sue to check with Anne on this
- Apparel: Sue to send emails to groups showing what has been ordered in the past and make a grid for new ordering. Long sleeve (dress) shirts and heavy reflective coats are priorities. And hats.
- Records: Sue to reach out to Tara for previous records and create a spreadsheet.
- Theatre Guild? Anne was not at meeting, so no update.

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**Members, please take the ethics test if not already done so.**

- Ethics test <https://www.mass.gov/online-conflict-of-interest-law-training>
- ICS:
  - IS100 <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c> 2 hour test
  - IS300 In-Person class
  - IS700 <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b> 3 hour test

**Announcements: NO DECEMBER MEETING**

**Upcoming Meetings in 2021: 7:00 PM November 11, December 9, 2021**

**Meeting Adjournment: 7:56 Motion Made by: Sarah Seconded by: Have H **Approved** ☒**