

Minutes
Local Emergency Coordination Committee
June 3, 2021
(Virtual meeting due to COVID-19 safety guidelines)

1. The meeting was called to order at 5:05 PM.
Present: John Elsesser, Laura Stone, Mark Palmer, Bill Watkins, Beth Mancini, Ted Opdenbrouw, Bud Meyers, Julie Blanchard
Absent: Matthew O'Brien, Jr., Jim McLoughlin
2. **Audience of Citizens:** none.
3. **Acceptance of Minutes:**
Bud Meyers moved to accept the minutes of the May 6, 2021 meeting, seconded by Mark Palmer. The following edits were requested:
 - Page three at top: change Loren Santiago's graduation date from the Academy from July 7 to July 23.
 - Page five, Other Business: indicate that the Coventry Police Department submits data to the Center for Policing Equity, which is a voluntary program.The motion to accept the minutes as modified carried on unanimous vote.
4. **Coming Events:**
 - **Debrief: Memorial Day Parade – May 31, 2021.** Jim McLoughlin submitted some written feedback to John Elsesser to share with the group. He thinks a marshal is needed to coordinate the order of the line-up. He also felt the length of the memorial service was too long. We also received complaints regarding communication about the road closure, and communicating that the parade was still on despite the weather. John Elsesser said that Manny Rodrigues is the parade marshal. The service length was typical to previous years. We can look at the road closure communication issue. The parade is not really run by the Town, but we can share feedback with the Legion Post. Mark Palmer said the road was closed when the parade left the Memorial Green. The complaint was related to getting through after the parade already started.
 - **John E. Jackman Tour de Mansfield bike event, June 5, 2021.** John Elsesser indicated he authorized this event due to the tight timeline. We had asked them to avoid Brigham Tavern Road several years ago because of the curve. The current route seems to work. Julie Blanchard asked whether we should do an Everbridge notice. John replied that the bikes usually spread out, so it shouldn't impact traffic.
5. **COVID-19 Update –John Elsesser:**

John Elsesser reported that vaccination sites continue to be available. Coventry is still at 3.1% positivity and the state is well below that. We had eight new cases in the 18-25 age group. We are better than we were, but still higher than other towns. We have relaxed some restrictions at Town Hall – the Town Clerk's office is a little busier for dog licenses. The first in-person Audience of Citizens at the Town Council will take place at their next meeting on June 7.

Julie Blanchard asked how many vaccinations we have done in Coventry. John replied 52-53%. We have not hit the target of 70%, but we are better than some. We are about average within the Eastern Highlands Health District member towns. Percentages are higher in the older populations. A student vaccination clinic was done at the high school.

6. Agency updates:

Town Manager – John Elsesser:

- We are trying to figure out the American Rescue Plan fund eligibility. The Town Council is doing some preliminary authorizations Monday, but not all the regulations are final. We may use some funds for an ambulance replacement instead of the EMS fund, which is at a deficit. We may also use the revenue in lieu of the EMS money in the budget, to take pressure off the mil rate.
- The Senior Center is getting ready to open. We have advertised for drivers.
- We are getting ready to hire a new Recreation Director, and are down to the final two candidates.
- Human Services is planning another drive-up food distribution event at Town Hall on June 25. We will evaluate participation and may pause this service for the summer. Student meals are being offered through the schools over the summer.
- We await a date for the road closure to replace the pole at Swamp and South so we can notify people of detours. This project will require a full detour.

Fire/EMS/Emergency Management – John Elsesser for Jim McLoughlin:

- The Town Council has ratified the appointment of Bud Meyers as Fire Chief. The Deputy Fire Chief interviews have been completed and a letter to the Fire Chief has been sent with the recommendations of the panel.
- A second draft of the road closure policy is under review.
- The old Forestry F111 has been sold for \$6510 and was picked up on May 29.
- The new Service 418 was picked up on May 28 and still has radios to be installed, but it made an appearance at the Memorial Day Parade.
- Tyler Okum and Gabriel O’Neil graduated from the Junior FF program and a ceremony was held at the Eastern CT FF School acknowledging their accomplishments.
- Five members of our Vintech team graduated from UConn and were recognized at a celebration on May 28, where they were presented with Certificates of Excellence for their accomplishments.
- A new flyer has been developed and posted on the Town’s FD webpage for the availability of reflective address signs.
- The FD was present for a Celebration of Life service for Robert Visny on May 22.
- The Town has placed the order for a new cab and chassis for a new ambulance.
- The administration hopes to finalize the contract drafts with CVFA by the end of the week, and we are awaiting a list of items that NCVFD would like considered as they look to wrap up their association.
- The Town has submitted a rate increase for the ambulance service charges to the State Department of Public Health.
- We recognized Town Manager John Elsesser’s 33 years of service to the Town of Coventry on May 8.

Public Works – Bill Watkins:

- We are finalizing catch basin work on Ridgebrook, and curbing on Ridgebrook, High Meadow, and North Farms is pending.
- DPW is still learning the new VOIP phone system. The fire alarm panel will not communicate to the alarm company due to the new phones. We got a quote for a cellular dialer and antenna on the building at a cost of \$150.
- Our new maintainer employee started on Tuesday and is fitting in well with the crew.

Fire Chief – Bud Meyers:

- During the month of May we responded to 90 calls, consisting of 29 BLS, 30 ALS, and 5 Cardiac Arrest, for a total of 64 Medical calls, 1 Mutual Aid structure fire, 1 Vehicle fire, 2 Brush fires, 6 MVA's – one being a fatality, 9 False Alarms, and 7 Good Intent. Julie Blanchard asked if the cardiac arrest numbers are high. Bud replied some of them came in as a result of drug overdoses. Only two were deaths by cardiac arrest. The numbers have been high.
- We are approaching our one-year anniversary, and are working on the appointment of permanent officers. We have added four new members and three juniors.
- Driver training has been very successful this year, thanks to Bill Gorman, who was the driving force in getting members from both ends of town trained on apparatus. To date, we have trained 19 drivers for the engine and engine tank, 16 for the tanker, 12 for the rescue truck, and nine for the ladder truck.
- We had four members attend a SCUBA class to become diver trained.
- Three members have retained the Firefighter II certification.
- Ambulance 618 had a high-pressure fuel pump issue. It was repaired twice and the vendor caused a valve cover leak, which they then repaired. We have placed an order for the new ambulance, and we will be receiving a loaner ambulance at no cost as we cannot depend on Ambulance 618.
- Three EMTs were on standby at Talcott Hill Horse Farm while they were having their horse show.
- The Memorial Day Parade was a success, with 20 members attending.

Coventry Public Schools – Ted Opdenbrouw:

- Student firearm safety curriculum is underway. New legislation requires this basic program for grades K-10. We have been teaching it in all four schools over the last 3-4 weeks. The last class is tomorrow.
- Graduation is June 12 at 10 AM, with a rain date of June 13 at the same time. We have submitted a request for 2-3 police officers. Family attendance is being limited to four members, which could be an issue.
- We are finishing up the final application for round five of the School Safety grants to upgrade our equipment. We are also submitting a federal grant application that is due on June 15.

Police Department – Mark Palmer:

- There was a fatal crash on Seagraves Road in May. We called out the Metro Team, and they are leading the investigation. Toxicology reports are pending.
- We are doing traffic enforcement at Swamp and South. Construction delays have been minimal.
- We did interviews for a lateral vacancy last week. There were six candidates, with three recommended for further consideration.
- We are finalizing year-end purchase orders.
- We are training a new part time dispatcher. She has previous experience, so we expect the training will go quickly.
- We got a quote on the Sergeant's test and will be working with the vendor to finalize. We anticipate testing in September. Eight officers are eligible, and we must give them 45 days advance notice to prepare.

Administration – Laura Stone:

- Items for the July Town e-blast are due on June 18.
- Items for the September Town newsletter are due on August 2.

7. Fire Transition Study Committee – John Elsesser for Jim McLoughlin:

- The transition team plans to meet in June to finalize its purpose and will likely ask the Town Council to discharge the group in July.
- A swearing-in ceremony for the permanent positions that take effect on July 1 is planned for June 30 at Patriots Park. The event will follow a similar format to last year's ceremony for the interim officers.

8. Other Business:

John Elsesser reminded the committee that the LECC 2021 meeting calendar does not have a meeting for July. The next meeting will take place on August 5.

9. Adjournment:

The meeting was adjourned at 5:33 PM on a motion by Bud Meyers, seconded by Mark Palmer and unanimously approved.

Respectfully submitted,

Laura Stone