

Meeting Minutes
Southborough Emergency Planning Committee
(Including: LEPC, SARA Title III)

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SOUTHBOROUGH, MA

Date: Tuesday, November 12, 2018
Time: 10:00 am
Place: Training Room / Southborough Public Safety Building
32 Cordaville Road
Southborough, MA 01772

Chairperson: Lt. Neal Aspesi

Agenda: See agenda in file

Minutes submitted by: Alicia Porter
Minutes submitted on: November 21, 2019

Next meeting:

Date: TBD

Time: TBD

Place: Southborough Public Safety Building, Emergency
Operations Center, 32 Cordaville Road

Present: Neal Aspesi (Southborough Fire Department), Steven
Achilles (Southborough Fire Department), Alicia Porter
(Southborough Fire Department), Ken Paulhus
(Southborough Police Department), Carol Willoughby
(CERT/MRC), Bryan Fanteny (Southborough Public
Schools), Robert Moran (National Grid), Melissa Danza
(Southborough Conservation Commission), Laurie Livoli
(Southborough Building Department), Kaina Quinn
(Southborough Planning Department), Sharon Lorince
(Harvard Medical School – Southborough Campus), Leslie
Chamberlain (Southborough Board of Health), Paul Pisinski
(Southborough Board of Health), MaryEllen Duggan
(Northborough/Southborough Public Schools), Robert
Lagasse (Radio Communications), Sandra Duran (St. Marks
School)

Decisions: N/A

Action Items: N/A

Carry-over items: None

Meeting began at: 10:00 AM

Meeting adjourned at: 11:30 AM

Minutes:

- Opening remarks by Lt. Neal Aspesi, Chief Steven Achilles (Fire), and Chief Ken Paulhus (Police)
- Updates / Reviews:
 - EOC at the new Public Safety Complex
 - Cache is now in one corner of the fire station along with a dedicated area in the Emergency Operations Room (EOC).
 - Access to storage in the EOC is being determined.
 - Emergency plans have not yet been updated to reflect the new address of the EOC. For now, please assume that anywhere “21 Main Street” is mentioned, you can now substitute with the new address of the EOC, which is “32 Cordaville Road”.
 - Everything is now being backed-up to the town server.
 - We are now updating the local hazard mitigation plan. The town will now be eligible for grants that we weren’t eligible for previously.
 - Committees for SEMA are restructuring based on open meeting laws.
 - EEE Communication Discussion
 - EEE Communication worked well overall.
 - Alerted the community through CodeRed alerts and press releases.
 - Communication on the front end (i.e. letting community know about how to protect themselves, town property early closures etc.) was robust. Alerting the public to the end of the EEE threat was a little loose. Looking into ways to communicate the end of health issues better.
 - Also looking into whether it would make sense to coordinate with Northborough since there is a crossover with schools.
 - Ultimate decision about declaring an end is the sole decision of the Board of Health.
 - National Grid Presentation (attached)
 - Director’s closing remarks