

**Minutes**  
**Local Emergency Coordinating Committee**  
**November 7, 2024**  
**Town Hall Conference Room B and via Zoom**

The meeting was called to order at 5:02 PM by Lisa Thomas.

**Present:** Bud Meyers, Fire/EMS; Eric Peterson, Police Department; Bill Watkins, Public Works; Jonathan Hand, Town Council; James Drumm, Town Manager; Lisa Thomas, Town Council; Ted Opdenbrouw, Public Schools

Also present: Lesley Munshower, Parks & Recreation

**Audience of Citizens:** none

**Acceptance of Minutes, October 3, 2024:**

Bud Meyers moved to accept the minutes of October 3, 2024. The motion was seconded by Jon Hand and carried on unanimous vote.

**Agency updates:**

Parks & Recreation: Lesley Munshower:

- Thanks to DPW, Fire & Police and who all participated. We had close to 3k people and traffic control was vital. We are almost at capacity for a safe event in the Village. Perhaps we should give some consideration to a different venue in the future.
- We have started locking the community building when children are on-site for after school. Parents ring to get in and it is working fine so far.
- AEDS are to be installed at Miller Richardson, Laidlaw and Creaser Parks. They will be installed in the spring. Bill said he also spoke to Annemarie about getting one for the transfer station.

Public Schools - Ted Opdenbrouw:

- Thanks to the Police Department for their assistance during the swatting event last week.
- The grant application was submitted – thanks to those who made themselves available for signatures.
- We made emergency cards for each classroom. Every class teacher has the Emergency Operation Plan, but these reference cards provide a quick overview for both teachers and students.
- We have created a classroom presentation for students on what to do in the event of a lock down. There are five different sections that outline expectations depending on your location, i.e. classroom, hallway, bathroom etc. This was created so teachers can present it to their classrooms. We are confident that teachers can disseminate this information to the student body.

Fire/EMS – Bud Meyers:

(See written report attached to minutes)

- Lisa Thomas asked about the use of wood stoves and whether they are safe in terms of fire danger during burn bans. Bud said they are ok unless you happen to have a chimney fire.

#### Public Works – Bill Watkins:

- Bill got an email about an EMD working group meeting on 12/5.
- He sent a report to the Regional Emergency Support group today as he was unable to attend the physical meeting. He threw our name in the hat to host the regional message board and we will be the host. The existing message board is still out for repair. The new one is to be ordered soon but it will take a while to receive. We will not have it for Christmas in the Village so we will borrow one from Mansfield for that. We will evaluate the repair to the old one when we get the quote.
- Mark Drive paving finished up yesterday.
- We are doing the next removal project of 50 trees – we await contractor scheduling and then the budget will be depleted.
- We did training for bucket truck work with our crew – two more trainings are pending for ground work. We also received CPR and Stop the Bleed training from Fire/EMS. Thanks to the Human Services Dept. for funding these training sessions.
- There was an issue on Rt. 44 – the State brought their own paving equipment to do work between upper & lower Richmond at each turn into the road. A number of people have expressed concern that the situation is worse than before and could be an accident hazard. Jim Drumm talked with State Rep Ackert and he will do some investigation.

#### Police Department – Eric Peterson:

- We continue to be steady with calls.
- A lot of training is coming up this month. We want to do firearms training but it is difficult to shoot at night. We found a location where we will be able to do that.

#### Town Manager – Jim Drumm:

- There have been over 130 brush fires in Connecticut so far during the drought. We have shared the Fire/EMS Department's post on social media. The group discussed and decided to proceed with a reverse 911 initiative to reach wider audience regarding the burn ban.

#### Events:

- **Halloween on Main Debrief:** Lesley said there was great traffic control at the event. DPW was there with a truck for the first time. It was a great day.
- **Veterans Day Race Debrief:** General consensus was that this event went well. There was a record number of runners. Bill said that we cleaned up ahead of time and got questions about why DPW was doing leaf cleanup – we told them it was for the race and that we do it every year.
- **Christmas in the Village 12/8/24:** This is a Lions Club sponsored event. Lesley said she hasn't heard much but expects logistics will be per usual. Fire police and CPD will provide traffic control. We have not heard if DPW support is requested. Lesley has not heard anything about the tree lighting portion. It was noted that the Fire Department took advantage of the warm weather to pre-hang lights on the tree. Lesley will email the event

organizers about getting in touch with DPW.

**New Business:**

- Lisa said she has wanted to discuss school violence threats – it was now some time ago that issue which prompted her to put this topic on the agenda took place, but there has been another round of swatting threats made via a suicide hotline. The school did a lockdown to err on the side of safety but kept it low key. Communication worked well.
- Lesley notified Ted that we are entering basketball season – coaches have access and have been told not to prop the doors open. She asked Ted to let her know if any safety measures are not followed.

**Election Day Debrief – Lisa Thomas:**

- We think election day traffic was diminished due to early voting (1/3 of Coventry residents voted ahead of time).
- Eric said everything worked well from the Police Department’s perspective.
- Jim said that traffic backed up briefly at 5 PM at Ripley Hill when people got out of work. Eric said that CPD was not needed for traffic control.
- We are not aware of any ballot box security issues.
- Lisa said there were some issues of who is responsible for cleaning up tables, booths, etc. after the event. This year the janitors set up but at end of the event said break down was not their responsibility. The Registrars handled the voting equipment but they thought the custodians were responsible for break down. Jim said he checked w/Supt. Petrone who said we are responsible for that. DPW has done it when voting takes place at the firehouses but Bill was not here during the last election at the schools so he was not aware that DPW staff needed to be deployed. The Registrars are requesting assistance. A conversation was held. Lisa said that even number years will be at the high school – DPW will need to set up and take down – will have to pay overtime. Further conversation will take place to develop a plan.

**Adjournment:**

The meeting was adjourned at 5:35 PM on a motion by Jon Hand, seconded by Bill Watkins and unanimously approved.

Respectfully submitted,



Laura Stone





1712 Main Street  
Coventry, Connecticut 06238  
(860) 742-1606 Ext 6007 desk



## Town of Coventry

OFFICE OF THE FIRE CHIEF  
FIRE-EMS DEPARTMENT

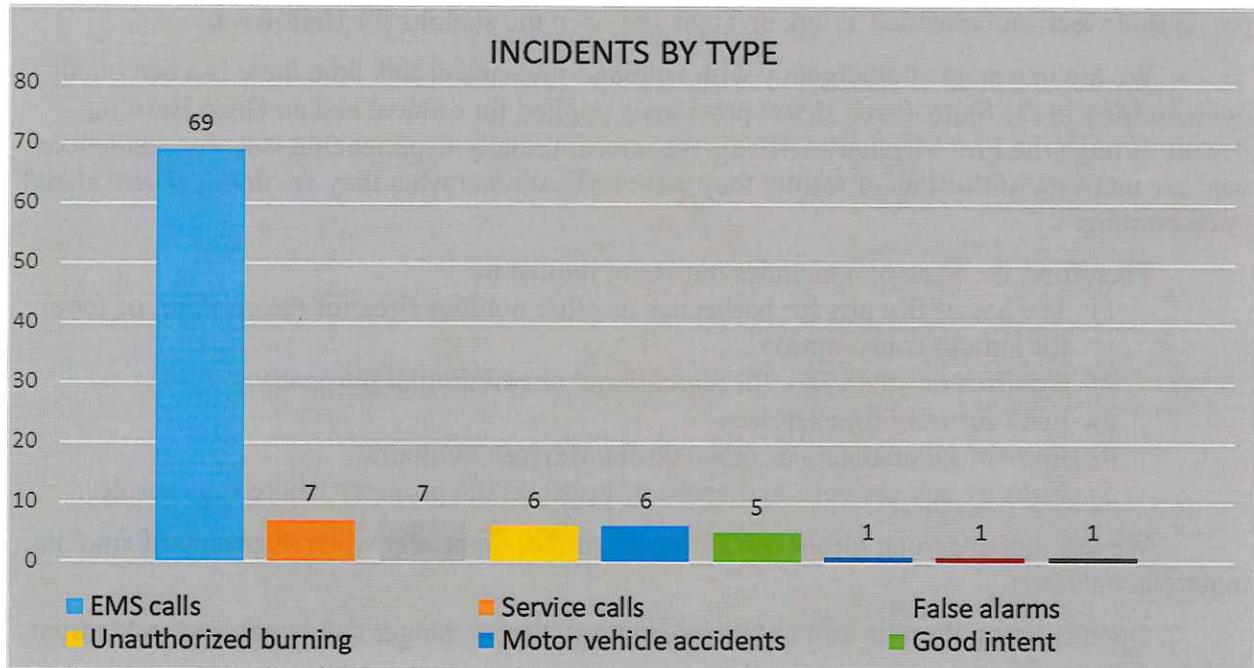
Bud Meyers, Fire Chief  
[bmeyers@coventryct.org](mailto:bmeyers@coventryct.org)

# LECC Report

November 07, 2024

Calls:

For the month of October we responded to 103 calls consisting of: 36 BLS, 373ALS, for a total of 69 Medical calls, 7 Service calls, 7 False alarms, 6 Unauthorized burning, 6 MVA's, 5 Good intent, 1 Structure fire, 1 Brush fire, and 1 Tree & wires.



### Equipment:

Hose & ladder testing was completed and there was 900 feet of 4 inch and 400 feet of 2 and ½ inch hose that failed.

We received some Opioid grant funding to purchase four new iPad pros and a manual defibrillator models allow for cardiac monitoring and alert the users to sudden changes, assists CPR with metronomic (timing) that is also capable of verbally aiding rescuers in providing ventilations, options for synchronized cardioversion, external pacing, oxygen saturation monitoring, and blood pressures.

### Apparatus:

We completed our required annual preventive maintenance, pump testing and DOT inspections, on our 7 pieces of large fire apparatus.

*Dedication – Teamwork – Respect*



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## Town of Coventry

OFFICE OF THE FIRE CHIEF  
FIRE-EMS DEPARTMENT

Bud Meyers, Fire Chief  
[bmeyers@coventryct.org](mailto:bmeyers@coventryct.org)

### EMS Services:

In September there were 17 members that provided 360 hours with covering the ambulance, October we saw a reduction in volunteers yet still reduce the need for paid staffing by 433 hours.

Our EMS staff held CPR/AED training for DPW

### Administrative:

We held fire prevention initiatives at HECC, CGS, and Booth/Dimock Library for fire prevention week and attended Trunk or Treat and open the stations for Halloween.

We are in a state of emergency with wildland fires and at this time there is a ban on all open burning in the State, (even if you previously applied for or have had an Open Burning Permit through the Fire Marshal's Office). We are continually experiencing calls for residences who are unaware of this ban or stating they were unaware that what they are doing is considered open burning.

Therefore, the State ban includes but is not limited to:

- 1) The use of fire pits for barbecues or other outdoor fires for the cooking of food for human consumption
- 2) Bonfires or other fires for recreational or ceremonial purposes
- 3) Fires for training exercises
- 4) Fires in salamanders or other similar devices outdoors
- 5) Fires by any resident to dispose of brush on the property where they reside

We ask that everyone please use extreme caution, especially when disposing of smoking materials outdoors.

Open Burning Permits will not be issued until the fire danger risk is reduced to Medium or Low risk conditions.

Fire Danger Conditions can be found at: <https://portal.ct.gov/deep/forestry/forest-fire/forest-fire-danger-report>

Respectfully submitted,

Bud Meyers,  
Chief  
Town of Coventry Fire & EMS Department