



## Town of Ludlow, Massachusetts

### Ludlow Local Emergency Planning Committee

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Ludlow, Massachusetts 01056  
Tel: 413-583-8332 Fax: 413-583-5635



#### Meeting Minutes – Thursday, March 15, 2018

The meeting was called to order at 3:00 PM. Members present were as follows:

Bob McCormick (WWLP / Amateur Radio), Michael Hill (LCTV), Ryan Pease (Ludlow Fire Department), A. J. Donais (HealthSouth), Mark Thomas (Columbia Gas), Ellie Villano (Ludlow Town Administrator), Jeff Lavoie (Ludlow Fire Department), Louis Gilli (MMWEC), Mike Brennan (Ludlow Police), Seth Falconer (Ludlow Fire Department), Dolly Cincone (Ludlow Schools), Steven Frederick (Ludlow DPW), Bruce Augusti (MEMA)

1. Approval of November 2017 Minutes  
Motion made and passed to accept the minutes as written.
2. Treasurer's Report  
Account Balance \$1,833  
Discussion regarding available grants – typically we have used one for part of the Blackbaud connect fee. A grant is available for fire training in Baltimore for September 2018. While other grants may be available the effort to apply often exceeds the value of the grant. The state will have a one-time competitive grant: expectations are to have seven grants of \$10,000 each. We will receive an email with further info.
3. EMD Update  
Good communications between the police, fire and DPW departments and nurse for recent storms. Updating emergency management plan – will be completed during next year. The PVPC hazard mitigation plan is up-to-date. Still moving forward with changes to dispatch.
4. Miscellaneous Items  
AJ Donais presented the 2018 HealthSouth hazard vulnerability assessment. The hospital will be planning response exercises for HVAC system failure requiring horizontal patient evacuation as well as an escalating information technology failure exercise to test downtime procedures.

Next meeting Thursday 19 Apr 2018 at 3:00 PM Ludlow Safety Complex  
Future meeting to be hosted at Columbia Gas Thursday 20 Sep 2018

5. Motion was made to adjourn. Motion passed. Meeting adjourned at 3:56 PM