

Waterbury Natural Disaster Preparedness Committee  
Meeting Minutes  
4/22/2024

**Opening:** The meeting was held in the Steele Community Room, Waterbury Municipal Center. Committee Chair John Malter called the meeting to order at 5:30 p.m.

**Present:** Kane Sweeney, Select Board representative to the committee, John Malter, Forrest McDonald, Matt Dugan

**Absent:** Joe Wurtzbacher

**Approval of Minutes:** Unanimous approval of minutes at 5:35

**Approval of Agenda:** John motioned to approve agenda; Forrest seconded.  
Vote: Unanimous at 5:43 p.m.

**Business from Previous Meeting:** There was no uncompleted business from the last meeting.

**New Business:**

May 20<sup>th</sup> is the next meeting. Our committee's schedule is as follows for the remainder of 2024:

June 24

July 22

August 26

September 23

October 28

November 25

December 23

The time will be 5:30-6:45

Kane told the committee that he will reach out to Duxbury regarding our committee's efforts to see if there are areas to discuss.

Now that our committee's plans regarding the Volunteer Corps have been approved by the Select Board, John suggested we clarify our mission. The committee was in agreement that we don't want to duplicate efforts already being undertaken by other groups and nonprofits, including CREW.

Forrest brought up the question of when we would potentially be acting as a nonprofit. The lines get blurred if we as a committee start managing a large number of volunteers.

John suggested that we can add the pre-flood removal of basement items to the volunteer list. We discussed the issue of asking volunteers to pre-remove things from basements and possibly resulting burnout. Kane mentioned a recent possible flood event that did not happen. Think Chicken Little. The committee had concerns about this approach.

Our understanding as a committee is that we will design the Volunteer Corps, hand it over to the town's emergency response director, then act in an advisory role.

The committee discussed what this looks like. For example, according to Matt, building the Corps would require tapping our personal networks (versus simply handing a plan over to the emergency response director for that person to entirely execute).

Kane suggested another possible committee member to replace Ryan Van Tynan and said he would reach out to her.

Forrest suggested we document what we mean by "post-disaster recovery." This focused our conversation on all aspects of flood recovery. The following are the elements:

- Mucking (the Select Board, according to Kane, will be responsible for industrial-strength vacuuming)
- Moving things from basements
- Delivering dehumidifiers
- Placement of debris and possessions removed from basements
- Drywall removal
- Mold remediation
- After a week, moisture testing. If the reading is good, remove the dehumidifier. If not, leave it.
- Team leaders will be responsible for making volunteers aware of possibly harmful insulation (asbestos) and other issues and giving volunteers the option of not working on a particular building
- Moisture testing
- Trucks will be needed; securing these is the team leaders' responsibility
- Team leaders will be responsible for the initial assessment of each home
- Team leader will also do the final inspection including an assessment of social/medical/food needs. We would not expect volunteers to act as social workers and so this information would be handed over to the emergency response director
- We need to be clear about what volunteers should wear. What we stock is what volunteers should dress in, plus other additions that volunteers supply. We will supply a list of both.
- We now have the beginning of a job description for the position of team leader
- Industrial water pumps are a must; can do a full basement in an hour according to Kane
- (We need a mission statement for this Corps)

- Tyvek suits in a variety of sizes
- Goggles
- Work gloves
- Thick, long rubber gloves in a variety of sizes
- N95s
- Spray bottle of Simple Green as part of the volunteer kit for decontamination of boots/clothes
- Kane uses the “s” word a lot
- Respirators will be mostly the volunteers’ responsibility due to cost; we will ask the town to supply some
- It is the project team leader’s job to assess the danger of a location and to suggest necessary gear

We discussed the idea of sending a Volunteer Corps mission statement around via email and making sure we were complying with open meeting laws. Kane volunteered to start by developing a draft. The committee agreed that ad hoc meetings, individual were a good approach for us (as long as there is no quorum) so that we’re able to exchange information more than once per month.

This is the list of supplies the committee came up with (note that several items repeat from the list above):

- Shovels
- Muckers/squeegees
- Tyvek suits
- Safety glasses
- Bulk Simple Green to use for smaller spray bottles
- N-95 masks
- Gloves
- Work gloves
- Respirators
- Garbage bags
- Boxes/buckets for volunteer supply kit
- Initial assessment form
- Spray containers
- Buckets
- Sponges
- Paper towel
- Shop vacs
- Clipboards
- Pens/pencils
- Push brooms

- Dust pans
- Brooms
- Knives for drywall removal
- Headlamps and batteries
- Duct tape
- Moisture gauges
- Voltage testers (just for team leaders)
- Small step ladders
- Tarps
- Dehumidifiers (labeled)
- Hats
- Pry bars/nail pullers
- Construction lights
- Extension cords
- Tarps

With liability in mind, the committee drew the line at power tools.

**Adjournment:** At 6:52, Matt made a motion to adjourn the meeting. The motion was seconded by John.

Vote: Unanimous

**Minutes Submitted By:** Matt Dugan