

## BROOKFIELD PUBLIC SAFETY ADVISORY COMMITTEE MEETING

Wednesday, October 16, 2024, 5:30 PM

Brookfield Town Office, 40 Ralph Road, Brookfield, VT

### UNAPPROVED MINUTES

The following members attended, Dan Mason, Mike Stoddard, Ed Neas, Michael Rutkovsky, Stuart Edson and Lew Stowell. Rich Doolan, Emergency Management Director attended. Members of the public attending were Amy Ingrassia and Scott Wakefield.

- A. 5:30: Call to Order. Called to order at 5:30 PM.
- B. Review, and revise or approve the, September 18, 2024 meeting minutes. Stuart Edson made and Mike Stoddard seconded the motion to approve the minutes with minor editing. Approved 5-0-0.
- C. Questions or issues brought by members of the public. (Meeting Protocol).  
Amy Ingrassia asked why there was no longer a “Handicapped” sign in front of the Town Office. Stuart Edson said he would check on that. Amy recounted talking with a Windsor County Sheriff’s deputy who said he did not know where Eagle Peak Road was but agreed to park in Amy and Jack Zebora’s Eagle Peak Road driveway in a future patrol. Amy also said she had attended training with the Vermont Disaster Animal Response Team (VDART) and passed some written information about the training to the committee. The training included preparing your pet for disaster.  
Scott Wakefield said he was there to listen to the Traffic Study on Cram Hill Road further on in the agenda.
- D. Guest: Windsor County Sheriff Ryan Palmer- 90-day review. Sheriff Palmer was unable to attend.
- E. Review and Discussion of WCSD activities including patrol hours, bills and reports. WCSD performed 36 hours of patrols spread over 12 individual patrols at a cost of \$2,340.00. It was noted that in September there were 15 traffic stops resulting in 4 citations. The committee was pleased with the detail of the reports. Lew Stowell asked for comments on a draft allocation of patrol hours for the remainder of the contract. He pointed out that public safety events could alter that plan and it was only guidance to WCSD. The members agreed that it should be sent to Sheriff Palmer.
- F. Speeding In Pond Village. The committee felt that the public was becoming aware of the increased police presence on town roads including in Pond Village.
- G. Traffic Study on Cram Hill Road. Stuart Edson reported that he had only received the report from Two Rivers Ottauquechee Regional Commission (TRORC) that day and had not had a chance to review it. He said he would send copies to Scott Wakefield and Lew Stowell.
- H. Emergency Management Status. Rich Doolan, Brookfield Emergency Management Director provided the following report:
  - 186 persons are signed up in Brookfield for VT Alert and only one person is signed up with 211-CARE (persons with medical or health related issues registered in case of a disaster.).
  - October 24 the Emergency Management Shelter group will meet.
  - November 15 and 16- members of the shelter group will be going door-to-door informing residents of shelter opportunities and registering with 211 CARE.
  - December 7<sup>th</sup>- The Vermont Emergency Management Association will sponsor a two-hour Special Needs Seminar at Vermont University at Randolph Center starting at 10:00 AM on how to receive people into an emergency shelter.

- Concerning the Witts Bridge Road (TH-41) access for emergency vehicles issue, Rich explained that changing E-911 addresses and postal addresses was a giant task which would take too long. Rich advised that residents who accessed their Witts Bridge homes from Small Road (TH58) should, in an emergency, call dispatch instead of E-911 and give directions to their home directly. A one sheet handout needs to be created with the Police, Fire and Ambulance phone numbers and provided to those residents. Residents on other roads in Brookfield with portions of their road Class 4 requiring special access directions should also receive handouts appropriate for their area.
- I. VT Alert Registration Project Status. See above.
- J. E-911 House Number Signs Project Status. Lew Stowell reported that as of that afternoon Carol Monness had received orders for 22 signs with payment and 2 orders without payment which she was following up. Lew said he would post the need for more sign orders on Front Porch Forum and hopefully get enough paid orders to meet or exceed the 25-sign minimum for an order.
- K. Traffic, Parking, No Parking and Road Name Sign Progress. Stuart Edson reported that the Select Board had decided that there would be no contracts to erect and replace traffic signs until at least Spring 2025. He has spoken to Lafayette about sign replacement and is looking for other vendors.
- L. November 2024 Public Safety Message. Mike Stoddard made and Ed Neas seconded the motion to approve the November Public Safety Tips. Motion approved 5-0-0.
- M. Acknowledging the time and date of the next meeting. Wednesday November 20, 2024 at 5:30 PM.
- N. Inviting one or more guest(s) to the next meeting (November). Sheriff Ryan Palmer is invited to be the guest with a 120-day review of the FY 2025 contract.
- O. Final Public Comment. None provided.
- P. Entertain a motion to adjourn the meeting. Dan Mason made and Stuart Edson seconded the motion to adjourn. Motion approved at 6:24 PM 5-0-0.