

LOCAL EMERGENCY PLANNING COMMITTEE
Knox County EMA- 62 Union Street-Rockland, ME 04841
Web Site: www.knoxcountylepc.org

4/5/11

The meeting was called to order by LEPC Chairman Andrew Hart at 10:31 am at Knox County EMA Office. Went around the table and introduced themselves and who they were representing.

Meeting Attendees:

Rob McAleer	MEMA	Robert J. Williams	ME DEP
Tim Polky	St. George EMA Dir.	Janelle Gunning	FMC
Wally Tower	Rockland PD	Laurie Beckwith	PBMC
Ray Sisk	Knox EMA Director	Jean Robinson	Maritime Energy
Charles D. Jordan	Rockland Fire Chief	Foner Curtis	Lonza
Donna Allen	Knox EMA		

- Foner Curtis made the motion to accept the minute's of 2/1/11 as amended and seconded by Laurie Beckwith. All were in favor.

Secretary's Report:

Correspondence:

- AR-1's 2/7/11 – Rt 1 & Rt 131 Thomaston, RSU 13. School bus broken down approximately 4 gals of oil drained on ground; 3/3/11 – Vinalhaven Oil Co. Kerosene – unknown quantity, leak in tank; 3/7/11 – American House Styling Salon – 100 +/- k-1, leak in tank from snow and ice falling on tank.
- Tier 2's received: Boston Financial Data Services, City of Rockland, WWTF, C.N. Brown (2060 & 3051), Composites One LLC – Rockland 1, DOT- Washington, Dragon Products, Fabian Oil, Fisher Engineering, FMC BioPolymer, Knox Center for Long Term, Knox County Jail, Lonza, Rockland, Lowe's of Thomaston, Maine Ferry Service (Rockland, North Haven & Vinalhaven), Maine State Prison, Maritime Energy (Rockland, Warren & Rockport), Marriners (Washington & Rockport), Matheson Tri-Gas, O-Hara Corp., P.G. Willey & Co., R.H. Reny, Inc., UPS Rockland Center, Rockland Marine Corp., The Home Depot, The Lane Construction Corp
- E-mail from Faith Mayer re: US Cellular
- Letter from Dead River Company re: Not subject to chemical inventory requirements for Gasoline.
- SERC Meeting Minutes of 1/11/11 and 3/8/11, & SERC Training Committee Meeting Minutes

Treasurer's Report:

Received December 2010: Grant Reimbursements, HMG 8035-\$ 2668.28; Interest: \$7.11

Received January 2011: Grant Reimbursements: HMG 8035- \$1907.32; HMG 8040- \$1585.83; HMG 8044 - \$ 2466.15; Interest - \$6.71

Received February 2011: Grant Reimbursements: HMG 8035 - \$1716.61; HMG 8044 - \$1654.17; HMG 8046 - \$15,000.00; Interest - \$ 2.72

Bills pd out in December 2010: Personal Services: \$565.29; General Operating Expenses: \$343.34; HMG 8031- \$80.00; HMG 8035-\$4926.76; HMG 8044 - \$1585.83; HMG 8044-\$2190.56.

Bills pd out in January 2011: Personal Services: \$604.72; General Operating Expenses: -\$2.27; HMG 8035-\$1229.11; HMG 8044: \$1653.93; HMG 8046 - \$ 15,000.00; HMG 8050- \$171.97;

Bills pd out in February 2011: Personal Services - \$1062.17; General Operating Expenses: - \$182.32; HMG 8021- Closed account - \$2519.79; HMG 8035 - \$2514.56; HMG 8044 -\$ 2797.34; HMG 8049 – (\$2519.79) transferring from HMG 8021.

LEPC Operational Fund balance as of 28 February 2011 \$ 6155.15 (*see note)
Grant and other fund balances as of 28 February 2011 \$16332.99
Total Balance in checkbook as of 28 February 2011: \$22488.14

** We will not receive quarterly SERC funding until this fund has been spent down to \$3008.69. Once the stipend resumes, we will receive SERC funding strictly as reimbursements for expenses paid.*

Ray explained how the stipend works. There was discussion on the stipend issue.

- Laurie Beckwith made the motion to accept the treasurer’s report and Foner Curtis seconded the motion. All were in favor.

TRAINING UPDATES:

Knox Regional Response Team (Quarterly meetings)

Has not been published yet

Other Training

4/16/11	Mass Care: Table Top Exercise	Union Elementary School from 0900-1100 hrs
5/24/11	Mass Care Gathering TTX	Union Town Office from 1830-2030 hrs
7/7/11	2011 Maine Lobster Festival TTX	Knox County EMA Office from 0900-1300 hrs
7/23/11	Full Scale Exercise – Mass Gathering Incident	Union Fairgrounds from 0830-1230 hrs.

The exercise with PBMC, Lonza & Maritime Energy has been dropped. Lonza is willing to do an exercise with another facility and PBMC. Rob spoke about training and exercises. There was discussion on the exercise issue. It was decided to have a special meeting on May 3, 2011 to talk about a full scale exercise.

OLD BUSINESS:

Presentation from Rob McAleer, MEMA Director and Maine SERC Chair.

- Review of Knox County LEPC Plan is scheduled for July 2011.
- Faith Mayer and Robert Gardner have been doing outreach in helping facilities do their paperwork, fees and Tier 2 reports. Robert will be sending down an e-mail with those facilities that still haven’t reported for 2010.
- Rob looks forward to getting the annual reports from the LEPC’s.
- Recapitalization/Reorganization of DST’s & RRT’s- there was much discussion on this issue.
- HMEPG- Highway money that SERC gets. The money has to be used for specific projects. It cannot be used for day to day operations. This will mean keeping a separate set of books for this money. A more definite explanation will be given to the County Directors at the next meeting. Our total amount for the year would be about \$5800.00. Ray asked if this is outside the SERC stipend. Rob’s answer was – Not sure. The amount that we receive a quarter is 50% of the SERC money and the other 50% is HMEPG money. There was lengthy discussion on the issue of SERC stipend and the HMEPG.
- The funding issue of the RRT was brought up and hopefully there will be answer at the next County Directors meeting.
- Rob said that he has heard a couple of questions from this conversation:
 - HMEPG – Robert has sent e-mails to get clarification. This is a federal program.
 - How to spend SERC money- Rob said that there may be some restrictions.
 - If there is a high cost project please let SERC know.

Mitigation Plan update.

The plan has returned from FEMA I in Boston. There were some corrections that need to be done before it will be approved. Once it has been sent back from FEMA I with the corrections and all the towns have signed the plan then that is when the 5 years will start.

The Plan is available for review at the MRPC website (also accessible from the Knox EMA site) and also at: <http://www.midcoastplanning.org/resourceDownloads.html>

Update of the Knox RRT (Sisk & Jordan)

Discussion was during the presentation by Rob McAleer, MEMA Director and SERC Chairman.

Critical Infrastructure/Key Resources project wrapping up

We have identified 83 facilities as being critical infrastructure: energy sector, economic sector, public health and public safety sector and facilities that may have an impact on the area. Chris Whytock one of our part time planners have been doing Secker critical infrastructure/key resources assessments. Chris is almost completed that project.

2011 Maine Partners in Emergency Preparedness Conference

Is scheduled for April 28 & 29, 2011 at the Augusta Civic Center. Not sure that the LEPC will pick up the mileage to go to this conference.

NEW/MISCELLANEOUS BUSINESS:

- **Membership, current and future – Increasing involvement by the media and public.**

Still actively looking for Media and public sector representations for the LEPC.

- **Change of meeting schedule to a bi-monthly or even quarterly for the entire committee**

If anyone schedules a meeting other than our regularly meeting please let Donna know so that she can report it to the committee. We are scheduling a special meeting on May 3, 2011 for the purpose of working on a full scale exercise. We will meet at the regular time.

- **Workshop in Emergency Management (WEM) – SERC/LEPC Overview**

This workshop is scheduled for Thursday, May 19th @ 7 PM at the EMA Office and will be presented by Robert Gardner, MEMA. This is training for Municipal EMA Directors – LEPC members are invited and encouraged to attend-please RSVP.

- **Donna will be cross checking current Tier II reporting facilities against DEP AST/UST tank list.**

Above ground – retail facility with 10,000 lbs

Under ground – non retail facility with 10,000 lbs

- **City Watch System has been installed. Should be fully capable by May.**

There are several bugs that need to be worked out at this time. We have 5 lines dedicated lines and 3 lines that can be switched over from departments in the Court House. Had training on this system for both the Administrators and User.

- **HAZMAT Exercise/Drill Fall 2011**

There was discussion on this issue. Will be discussing in having this exercise/drill at the Union Fairgrounds in July. More will be forth coming after the May 3, 2011 meeting.

- Ray spoke about IS 5a – Intro to Hazardous Materials. There is a section that has real good information for the LEPC members.

Special Meeting on May 3, 2011 @ 10:30 am.

Next regular meeting will be on June 7, 2011 at 10:30 AM, at the Maritime Energy @ 234 Park St. Rockland.

- A motion was made by Foner Curtis and seconded by Robert Williams to adjourn the meeting 12:05 PM. All were in favor.

Respectfully submitted,

Donna Allen

Donna Allen
LEPC Secretary