

Waterbury Natural Disaster Preparedness Committee
Meeting Minutes
06/23/2025

Opening: The meeting was held in the Steele Community Room, Waterbury Municipal Center. The meeting was called to order at 5:04 p.m.

Present: John Malter, Matt Dugan, Bette Lewicke, and Dani Kehlmann, Waterbury Disaster Preparedness and Response Coordinator

Absent: Stacey Schwarz

Approval of Minutes: Motion from John to approve minutes as amended. Motion was approved at 5:05.

Approval of Agenda:

Business from Previous Meeting:

New Business:

The main topic of the meeting was the upcoming Volunteer Thank-You and Recruitment event two days later.

John deferred to Dani to run the meeting. Dani said that henceforth, she will develop the committee's agenda but emphasized that, as a non-committee member, she was not in charge of the meetings and could not vote. She invited input regarding each meeting's agenda. Dani suggested the possibility of smaller work meetings in between the official meetings.

Dani reported some progress on getting NDPC information (see the NDPC manual) on the town website.

Dani reported that CReW's pump training took place the previous week but that attendance was low, likely due to thunderstorm activity.

Dani updated the committee regarding feedback and attendance regarding the upcoming event.

The committee reviewed the volunteer signup sheet for the meeting, which is categorized by role (mucker, trucker, administrative, etc.).

Dani said that she had begun inventorying of cleanup supplies and that we will need to separate out items between CReW and the town (CReW's supplies are related to construction and long-term work). Supplies will be stored at the armory behind the school. Additionally, a trailer will be purchased by the town for storage. She mentioned that this inventory task is a good one for members of the committee.

Dani reported that a list of ongoing mitigation projects will live on the Waterbury town site for the purpose of updating residents (think FAQs).

Dani said she had a dozen people sign up and several say they would like to come but had scheduling issues.

There was discussion about how the event would unfold (thanks, updates, future plans).

Matt suggested that our ask should not be open-ended (e.g., in a disaster situation when many volunteer hours are needed) but rather to ask people to show up once or twice per year for training.

There was discussion about logistics, i.e., more volunteers = fewer overall days needed per volunteer, but how do we get there and how do we not burn out volunteers when a sub-optimal number show up? There was agreement that we need to build this structure carefully and over time.

Dani: Once we have volunteers signed up for different roles, the committee will contact them via phone to invite them to trainings.

There was discussion of food and event specifics. Dani emphasized that this is step one and that we'll learn from it and incorporate the gained knowledge next time.

Vote to adjourn: John motioned to adjourn. Matt seconded.

Adjournment: The meeting adjourned at 6:00 p.m.

Minutes Submitted By: Matt Dugan