

**To:** Town of Hopedale Board of Selectmen

**CC:** Chief Tom Daige, Fire Chief/EMD; Bonnie Roy, MEMA, Regional Manager

**From:** Kevin Filchak, MEMA, Local Coordinator – MEMA West

**Subject:** Comprehensive Emergency Management Plan (CEMP) Adoption

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I apologize for not being able to participate in the meeting this evening to advocate for the adoption of Hopedale's Comprehensive Emergency Management Plan (CEMP). In my absence, please accept this letter expressing what I would have shared in person. For background, I serve as the Massachusetts Emergency Management Agency (MEMA) Local Coordinator for the 31 towns of southern Worcester County. I am a community's direct connection to the Commonwealth during an event/disaster (most recently for Hopedale during the 12/18 flooding event). I work with the Hopedale EMD, Chief Daige, to ensure that the community is mitigating risk, preparing for, responding to and recovering from any/all disasters.

Chief Daige and I have worked closely with each other on the development of this CEMP. The version before you is based on a template that MEMA wrote for communities in the Commonwealth. It is the same version that is being adopted by Selectboards and Town Councils all across the Commonwealth, including 12 in southern Worcester County.

The CEMP can be broken down into a number of sections, the one before you this evening is called a Base Plan and, *very generally*, provides the basis for how a community will respond to an event/incident in their jurisdiction. This plan can be expanded upon based on the needs of the community to include other hazard specific plans, but the CEMP Base Plan presented gives that foundation on which a community can build.

In the Commonwealth there are no requirements stating that a community needs to have a CEMP. However, it is national best practice that a community has and maintains a CEMP that is formally updated every five years. This provides a structure for a community to follow should an event/incident occur. The adoption of this plan would supersede any previous version of the CEMP that Hopedale has.

As previously stated Chief Daige and I have worked on the development of this plan and it is ready to be presented to you for adoption. I am available for questions.