

Local Emergency Management Plan

1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Bruce Johnson	Town Administrator
Toby Talbot	Emergency Management Co-coordinator

2. Municipal Emergency Operations Center (EOC)

<i>The EOC is an organization that coordinates information, support, and response across the municipality for Incident Commanders and town officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.</i>	
Who, by position, can activate the EOC?	TA, SB Chair, EMCs
Preferred EOC Positions and Duties	
EMCs & EOC Director	Supervises and directs all EOC activities coordinating municipal support and response
Toby Talbot	Staffs phones and radio
Toby Talbot	Tracks and answers any Requests For Information (RFI)
Bruce Johnson	Tracks and coordinates any Requests For Support (RFS)
Bruce Johnson	Produces and posts public information and press releases
Potential EOC Staff Members	
<i>Name</i>	<i>Notes / Contact Information</i>
Toby Talbot	EMC; 223-3942; 371-7592; toby_talbot@comcast.net
Jon Boucher	2 nd EMC; 223-7902; 917-4855; guarefh@guareandsons.com
Primary EOC Location	
Facility / Address:	EMFD ESF, 54 Village Acres, East Montpelier
Phone Numbers:	225-6247
Equipment/Notes:	Generator, base radio, telephone
Alternate EOC Location	
Facility / Address:	EM Town Office, 40 Kelton Road, East Montpelier
Phone Numbers:	223-3313
Equipment/Notes:	Generator, base radio, telephone

3. Resources

Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.

Purchasing agents for emergencies:		Road Foreman, TA, SB Chair, EMCs
Emergency spending limits:	None Approved	
<i>Businesses with Standing Municipal Contracts</i>		
<i>Type of Contract</i>	<i>Name</i>	<i>Contact Info</i>
Emergency Services	East Montpelier Fire Dept.	225-6247
<i>Other Local Resources</i>		
<i>Type of Resources/Skills</i>	<i>Name</i>	<i>Contact Info</i>
State support that is usually at no cost to the municipality: <ul style="list-style-type: none">• Vermont Hazardous Material (HAZMAT) Response Team (VHMRT)• Vermont Urban Search and Rescue (USAR, VT-TF1)• Vermont State Police and Special Teams• Community Emergency Response Teams (CERTs)• Swiftwater Rescue Teams• Regional Shelter Support• State government agency expertise / services• Federal response agency expertise State support the municipality will normally eventually have to pay for: <ul style="list-style-type: none">• Supplies and equipment (including sandbags)• VTrans Equipment and Personnel• Vermont National Guard Support		
<i>The State Emergency Operations Center (SEOC, 800-347-0488) will help coordinate any state support teams or other external resources that local responders may need.</i>		

National Incident Management System (NIMS) Typed Resources*											
Type	I	II	III	IV	Other	Type	I	II	III	IV	Other
Critical Incident Stress Management Team				N/A		Hydraulic Excavator, Large Mass Excavation				N/A	
Mobile Communications Center						Hydraulic Excavator, Medium Mass Excavation		1			
Mobile Communications Unit			N/A	N/A		Hydraulic Excavator, Compact					
All-Terrain Vehicles	N/A	N/A	N/A	N/A		Road Sweeper					
Marine Vessels	N/A	N/A	N/A	N/A		Snow Blower, Loader Mounted					
Snowmobile	N/A	N/A	N/A	N/A		Track Dozer					
Public Safety Dive Team						Track Loader					
SWAT/Tactical Team						Trailer, Equipment Tag-Trailer		1		N/A	
Firefighting Brush Patrol Engine	N/A	N/A	N/A			Trailer, Dump		N/A	N/A	N/A	
Fire Engine (Pumper)	2					Trailer, Small Equipment		1	N/A	N/A	
Firefighting Crew Transport	1			N/A		Truck, On-Road Dump					
Aerial Fire Truck			N/A	N/A		Truck, Plow	3	1			
Foam Tender			N/A	N/A		Truck, Sewer Flusher					
Hand Crew						Truck, Tractor Trailer				N/A	
HAZMAT Entry Team				N/A		Water Pumps, De-Watering					
Engine Strike Team						Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)	1			N/A		Water Pumps, Water Distribution					
Fire Boat				N/A		Water Pumps, Wastewater					
Aerial Lift - Articulating Boom						Water Truck		N/A	N/A	N/A	
Aerial Lift - Self Propelled, Scissor, Rough Terrain						Wheel Dozer			N/A	N/A	
Aerial Lift - Telescopic Boom						Wheel Loader Backhoe					
Aerial Lift - Truck Mounted						Wheel Loader, Large					
Air Compressor						Wheel Loader, Medium		1			
Concrete Cutter/Multi-Processor for Hydraulic Excavator						Wheel Loader, Small				N/A	
Electronic Boards, Arrow						Wheel Loader, Skid Steer				N/A	
Electronic Boards, Variable Message Signs						Wheel Loader, Telescopic Handler					
Floodlights	1			N/A		Wood Chipper	1	N/A	N/A	N/A	
Generator		3				Wood Tub Grinder					
Grader		1		N/A							

*Information about the NIMS Typed resources can be found at: <https://rtlt.preptoolkit.fema.gov>

4. Public Information and Warning

<i>During a significant emergency, the Emergency Operations Center (EOC) and Incident Command Posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.</i>	
VT-Alert message - State: Other VT-Alert managers:	Vermont Emergency Management: 800-347-0488
Important Local Websites / Social Media channels:	Front Porch Forum: https://frontporchforum.com East Montpelier, VT Website: https://eastmontpeliervt.org
Local Newspaper, Radio, TV:	WDEV: 244-7321 WSKI: 223-5275 WCAX: 652-6300 Times Argus: 479-0191
Public Notice locations:	East Montpelier Town Offices, Post Office, and Elementary School Four Corners Schoolhouse
<i>Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with a large number of state and local government and community based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary.</i>	
To provide information for 2-1-1	Dial 211 or (802) 652-4636

5. Vulnerable Populations

<i>If necessary, the EOC may contact organizations and facilities, below, that serve vulnerable populations to identify residents who are at risk based on the emergency. If there are residents at risk or in danger, the EOC should monitor their status and if required coordinate support for them until their situation stabilizes.</i>	
<i>Name / Notes</i>	<i>Contact Info</i>
CARE (Citizen Assistance Registration for Emergencies)	(Supporting PSAP)
East Montpelier Elementary School (Alicia Lyford)	223-7936
U-32 Middle/High School (Steven Dellinger-Pate)	229-0321
Orchard Valley Waldorf School (Madelief Becherer)	456-7400
Twin Valley Senior Center (Rita Copeland)	223-3322
All Together Now Pre-School (Ellen Leonard)	223-1242
Sandy Pines Mobile Home Park (The Housing Foundation)	828-3295
Nature's Ninos Child Care (Betsy Barstow)	223-3311
Kidcare Daycare (Lynn MacAulay)	479-7240
Tracy Cano-Scribner Child Care	223-0664

6. Shelters

During some emergencies, the EOC will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.

Spontaneous Sheltering

- Determine the approximate number of people who need sheltering
- Call the State EOC / Watch Officer at 800-347-0488 and request support
- Track the status of residents who need shelter until their situation stabilizes

Regional Shelter

Location / Address:	Barre Auditorium, 20 Auditorium Hill, Barre
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 802-660-9130
Phone Numbers:	476-0256

Primary Local Shelter

Location / Address:	East Montpelier Elementary School
Facility Contact(s):	Todd Hill (facility manager); Alicia Lyford (principal)
Phone Numbers:	595-5201 (Todd Hill); 223-7936 (school)
Shelter Manager:	Todd Hill
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare

Notes:	
	Capacity: 50 Generator? Y Pets Allowed? N

Alternate Local Shelter

Location / Address:	
Facility Contact(s):	
Phone Numbers:	
Shelter Manager:	
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare

Notes:	
	Capacity: Generator? Y / N Pets Allowed? Y / N

Annexes (Optional, create and letter as needed)

See the Vermont Emergency Management (VEM) web site at <http://vem.vermont.gov> for samples and examples of annexes, such as: forms; delegations of authority; debris plans; incident-specific plans, checklists, and matrices; animal disaster references; etc.

Contact Information

Position	Name	Phone numbers			E-mail
		Primary	Alternate		
Local Emergency Management Team					
EMD	Seth Gardner	272-3478 C	223-1370 H		sethbgardner@hotmail.com
EM Coordinator	Toby Talbot	223-3942 H	371-7592 C		toby_talbot@comcast.net
2 nd EM Coordinator	Jon Boucher	223-7902 H	917-4855 C		guarefh@guareandsons.com
Local Response Organization Contacts					
Fire Chief	Ty Rolland	793-8532 C	229-1153 H		ty@blueridgeconstructionllc.com
Assistant/Deputy Fire Chief	Toby Talbot	223-3942 H	371-7592 C		toby_talbot@comcast.net
EMS Chief	Toby Talbot	223-3942 H	371-7592 C		toby_talbot@comcast.net
Constable	Jon Boucher	223-7902 H	917-4855 C		guarefh@guareandsons.com
State Police	VT State Police	229-9191 W			
Local Dispatch Center	Capital West	223-3445 W			
EMFD		225-6347 W			
Local Public Works Contacts					
Road Foreman	Guthrie Perry	223-5870 W	622-4217 C		highway@eastmontpeliervt.org
Road Commissioner	Seth Gardner	272-3478 C	223-1370 H		sethbgardner@hotmail.com
Road Commissioner	Bruce Johnson	223-3313x204 W	223-0384 C		manager@eastmontpeliervt.org
Crystal Springs Water System	Deane Hedges	223-5060 H	522-8375 C		
Road Crew	Ken Lorden	223-6028 H			
Road Crew	Frank Campbell	793-9234 C			
Road Crew	Craig Seadeek	229-6830 H			
Municipal Government Contacts					
Town Administrator	Bruce Johnson	223-3313x204 W	223-0384 C		manager@eastmontpeliervt.org
Selectboard Chair	Seth Gardner	272-3478 C	223-1370 H		sethbgardner@hotmail.com
Selectboard Vice-chair	Carl Etnier	552-4343 C	223-2564 H		carl@etnier.net
Selectboard	Amy Willis	917-273-3245 C	223-9924 H		awillis01@gmail.com
Selectboard	Casey Northrup	522-4205 C	223-5500 H		kcsautovt@yahoo.com
Selectboard	Jon Jewett	793-5627 C			jnjewett@gmail.com

Contact Information

Position	Name	Phone numbers			E-mail
		Primary	Alternate		
Town Treasurer / Finance	Don Welch	223-3313x207 W	793-4088 C		treasurer@eastmontpeliervt.org
Town Clerk	Rosie Laquerre	223-3313x201 W	249-9659 C		clerk@eastmontpeliervt.org
Town Health Officer	Ginny Burley	272-4045 C			vburleyvt@gmail.com
Animal Control Officer	Carl Etnier	552-4343 C	223-2564 H		carl@etnier.net
Asst. Animal Control Officer	Amber Perry	498-5140 C			gaperry07@gmail.com
Forest Fire Warden	Ty Rolland	793-8532 C	229-1153 H		ty@blueridgeconstructionllc.com
Supervisory Union Office	Debra Taylor	229-0553 W			dtaylor@u32.org
EMES Principal	Alicia Lyford	223-7936 W			alyford@u32.org
U-32 Principal	Steven Dellinger-Pate	229-0321 W			sdpate@u32.org
Other Contacts					
State EOC / Watch Officer		800-347-0488			
Calais Road Foreman	Alfred Larrabee	456-7466 W	793-5155 C		calaisroadcommissioner@myfairpoint.net
WEC		223-5245			
GMP		888-835-4672			
Consolidated Communications		866-984-0626			
American Red Cross		802-660-9130			
Central VT RPC		229-0389			
VT League of Cities & Towns		229-9111			
VTrans D7	Shauna Clifford	751-0213			shauna.clifford@vermont.gov