

Local Emergency Management Plan

1. Emergency Management (EM) planners

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| <i>These are the people who wrote and/or maintain this plan.</i> | |
| Jennifer Devine | Town Administrator (TA) |
| Toby Talbot | Emergency Management Coordinator (EMC) |

2. Municipal Emergency Operations Center (EOC)

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| <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 | |
| EMC, EOC Director | Supervises and directs all EOC activities coordinating municipal support and response |
| Communications Support | Staffs phones and radio |
| Situational Awareness | Tracks and answers any Requests for Information (RFI) |
| Logistics Support | Tracks and coordinates any Requests for Support (RFS) |
| Public Information Officer (PIO) | Produces and posts public information and press releases |
| Admin | Maintains operations log; Supports incident commanders in documenting expenses for reimbursement |
| Potential EOC Staff Members | |
| <i>Name</i> | <i>Notes / Contact Information</i> |
| Toby Talbot | EOC Director, EMC, Communications Support, Situational Awareness |
| Jon Boucher | EMC, Communications Support, Situational Awareness |
| Jennifer Devine | Public Information Officer (PIO), Logistics Support, Admin |
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| | |
| Primary EOC Location | |
| Facility / Address: | EMFD ESF, 54 Village Acres, East Montpelier |
| Phone Numbers: | 802-225-6247 |
| Equipment/Notes: | Generator, base radio, telephone |
| Alternate EOC Location | |
| Facility / Address: | EM Town Office, 40 Kelton Road, East Montpelier |
| Phone Numbers: | 802-223-3313 |

| Type | I | II | III | IV | Other | Type | I | II | III | IV | Other |
|---|-----|-----|-----|-----|-------|---|-----|-----|-----|-----|-------|
| Critical Incident Stress Management Team | | N/A | N/A | N/A | | Hydraulic Excavator, Large Mass Excavation | N/A | N/A | N/A | N/A | |
| Mobile Communications Center | | | | | | Hydraulic Excavator, Medium Mass Excavation | N/A | N/A | N/A | N/A | 1 |
| Mobile Communications Unit | | | N/A | N/A | | Hydraulic Excavator, Compact | N/A | N/A | N/A | N/A | |
| All-Terrain Vehicles | N/A | N/A | N/A | N/A | 1 | Road Sweeper | N/A | N/A | N/A | N/A | |
| Marine Vessels | N/A | N/A | N/A | N/A | | Snow Blower, Loader Mounted | N/A | N/A | N/A | N/A | 1 |
| Snowmobile | N/A | N/A | N/A | N/A | | Track Dozer | N/A | N/A | N/A | N/A | |
| Public Safety Dive Team | | | | | | Track Loader | N/A | N/A | N/A | N/A | |
| SWAT/Tactical Team | N/A | N/A | N/A | N/A | | Trailer, Equipment Tag-Trailer | N/A | N/A | N/A | N/A | 1 |
| Firefighting Brush Patrol Engine | N/A | N/A | N/A | N/A | | Trailer, Dump | N/A | N/A | N/A | N/A | |
| Fire Engine (Pumper) | 3 | | | | | Trailer, Small Equipment | N/A | N/A | N/A | N/A | 1 |
| Firefighting Crew Transport | 1 | | | N/A | | Truck, On-Road Dump | N/A | N/A | N/A | N/A | |
| Aerial Apparatus, Fire | | | | | | Truck, Plow | N/A | N/A | N/A | N/A | 5 |
| Foam Tender | | | N/A | N/A | | Truck, Sewer Flusher | N/A | N/A | N/A | N/A | |
| Hand Crew | | | | | | Truck, Tractor Trailer | N/A | N/A | N/A | N/A | |
| HAZMAT Entry Team | N/A | N/A | N/A | N/A | | Water Pumps, De-Watering | | | | | |
| Engine Strike Team | | | N/A | N/A | | Water Pumps, Drinking Water Supply - Auxiliary Pump | | | | | |
| Water Tender (Tanker) | 1 | | | | | Water Pumps, Water Distribution | | | | | |
| Fire Boat | | | | N/A | | Water Pumps, Wastewater | | | | | |
| Aerial Lift - Articulating Boom | N/A | N/A | N/A | N/A | | Water Truck | | | | N/A | |
| Aerial Lift - Self Propelled, Scissor, Rough Terrain | N/A | N/A | N/A | N/A | | Wheel Dozer | N/A | N/A | N/A | N/A | |
| Aerial Lift - Telescopic Boom | N/A | N/A | N/A | N/A | | Wheel Loader Backhoe | N/A | N/A | N/A | N/A | |
| Aerial Lift - Truck Mounted | N/A | N/A | N/A | N/A | | Wheel Loader, Large | N/A | N/A | N/A | N/A | |
| Air Compressor | N/A | N/A | N/A | N/A | | Wheel Loader, Medium | N/A | N/A | N/A | N/A | 1 |
| Concrete Cutter/Multi-Processor for Hydraulic Excavator | N/A | N/A | N/A | N/A | | Wheel Loader, Small | N/A | N/A | N/A | N/A | |
| Electronic Boards, Arrow | N/A | N/A | N/A | N/A | | Wheel Loader, Skid Steer | N/A | N/A | N/A | N/A | |
| Electronic Boards, Variable Message Signs | N/A | N/A | N/A | N/A | | Wheel Loader, Telescopic Handler | N/A | N/A | N/A | N/A | |
| Floodlights | N/A | N/A | N/A | N/A | 1 | Wood Chipper | N/A | N/A | N/A | N/A | 1 |
| Generator | N/A | N/A | N/A | N/A | 3 | Wood Tub Grinder | | | | | |
| Grader | N/A | N/A | N/A | N/A | 1 | | | | | | |

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

*Additional resource information is available on the FEMA Reimbursable Equipment List: <https://www.fema.gov/assistance/public/schedule-equipment-rates>

4. Public Information and Warning

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| <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: 802-244-7321 WGDR: 802-454-7762 WCAX: 802-652-6300 Times Argus: 802-479-0191 |
| Public Notice locations: | East Montpelier Town Offices, Post Office, East Montpelier 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 Public Safety Answering Point "PSAP") |
| East Montpelier Elementary School (Alicia Lyford) | 802-223-7936 |
| U-32 Middle/High School (Steven Dellinger-Pate) | 802-229-0321 |
| Orchard Valley Waldorf School (Madelief Becherer) | 802-456-7400 |
| Twin Valley Senior Center (Gene Troia) | 802-223-3322 |
| All Together Now Pre-School (Ellen Leonard) | 802-223-1242 |
| Sandy Pines Mobile Home Park (VT State Housing Authority) | 802-828-3295 |
| Nature's Ninos Child Care (Betsy Barstow) | 802-223-3311 |
| Kidcare Daycare (Lynn MacAulay) | 802-479-7240 |
| Tracy Cano-Scribner Child Care | 802-223-0664 |
| Danielle Huston Child Care | 802-224-6278 |
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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

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|---------------------|---|
| Location / Address: | Barre Auditorium, 20 Auditorium Hill, Barre |
| Opening Contact: | State EOC, 800-347-0488; American Red Cross, 833-583-3111 |
| Phone Numbers: | 802-476-0256 |

Primary Local Shelter

| | |
|----------------------|--|
| Location / Address: | East Montpelier Elementary School |
| Facility Contact(s): | Todd Hill (facility manager); Alicia Lyford (principal) |
| Phone Numbers: | 802-595-5201 (Todd Hill); 802-223-7936 (school); 802-279-6779 (Alicia Lyford cell phone) |
| 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

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|----------------------|--|
| 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)

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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 | 802-272-3478 C | 802-223-1370 H | sethbgardner@hotmail.com |
| 2 nd EMD | Carl Etnier | 802-552-4343 C | | cetnier@eastmontpeliervt.org |
| EM Coordinator | Toby Talbot | 802-223-3942 H | 802-371-7592 C | toby_talbot@comcast.net |
| 2 nd EM Coordinator | Jon Boucher | 802-223-7902 H | 802-917-4855 C | guarefh@quareandsons.com |
| Local Response Organization Contacts | | | | |
| Fire Chief | Albert Petrella | 802-272-7099 C | 802-229-1153 H | apsg2vt@msn.com |
| Assistant/Deputy Fire Chief | Thomas Parker | 802-522-8634 C | | trdp0407@gmail.com |
| EMS Chief | Veronica Lowe | 802-371-8665 C | | Monkeysgrandama@myfairpoint.net |
| Constable | Jon Boucher | 802-223-7902 H | 802-917-4855 C | guarefh@quareandsons.com |
| State Police | VT State Police | 802-229-9191 W | | |
| Local Dispatch Center | Capital West | 802-223-3445 W | | |
| EMFD | | 802-225-6347 W | | |
| Local Public Works Contacts | | | | |
| Road Foreman | Guthrie Perry | 802-223-5870 W | 802-622-4217 C | highway@eastmontpeliervt.org |
| Road Commissioner | Seth Gardner | 802-272-3478 C | 802-223-1370 H | sethbgardner@hotmail.com |
| Road Commissioner | Gina Jenkins | 802-505-1361 C | | gjenkins7@me.com |
| Crystal Springs Water System | Deane Hedges | 802-223-5060 H | 802-522-8375 C | |
| Road Crew | Ken Lorden | 802-223-6028 H | | |
| Road Crew | Frank Campbell | 802-793-9234 C | | |
| Road Crew | Craig Seadeek | 802-229-6830 H | | |
| Municipal Government Contacts | | | | |
| Town Administrator | Jennifer Devine | 802-223-3313x204 W | 802-522-5130 C | manager@eastmontpeliervt.org |
| Selectboard Chair | Seth Gardner | 802-272-3478 C | 802-223-1370 H | sethbgardner@hotmail.com |
| Selectboard Vice-chair | Zoe Christiansen | 802-261-1978 C | | abstractlyrandom@gmail.com |
| Selectboard | Scott Hess | 917-204-8208 C | 802-223-9924 H | scottphess@gmail.com |
| Selectboard | Carl Etnier | 802-552-4343 C | | cetnier@eastmontpeliervt.org |
| Selectboard | Tom Brazier | 802-279-2478 C | | brazierins@gmail.com |

Contact Information

| Position | Name | Phone numbers | | E-mail |
|--|-----------------------|--------------------|----------------|--|
| | | Primary | Alternate | |
| Town Treasurer / Finance | Michele Pallas | 802-223-3313x207 W | | treasurer@eastmontpeliervt.org |
| Town Clerk | Rosie Laquerre | 802-223-3313x201 W | 802-249-9659 C | clerk@eastmontpeliervt.org |
| Town Health Officer | Zoe Christiansen | 802-261-1978 C | | abstractlyrandom@gmail.com |
| Animal Control Officer | Amber Perry | 802-498-5140 C | | gaperry07@gmail.com |
| 2 nd Animal Control Officer | | | | |
| Forest Fire Warden | Ty Rolland | 802-793-8532 C | 802-229-1153 H | ty@blueridgeconstructionllc.com |
| WCUUSD Superintendent | Meagan Roy | 802-229-0553 W | | mroy@u32.org |
| EMES Principal | Alicia Lyford | 802-223-7936 W | | alyford@u32.org |
| U-32 Principal | Steven Dellinger-Pate | 802-229-0321 W | | sdpate@u32.org |
| | | | | |
| Other Contacts | | | | |
| State EOC / Watch Officer | | 800-347-0488 | | |
| Calais Road Crew | | 802-456-7466 W | | |
| Calais Road Commissioner | Jamie Moorby | 802-595-9525 C | | calaiswebmaster@gmail.com |
| Calais Road Commissioner | Anne Toolan | 802-229-0093 H | | annetoolan@gmail.com |
| WEC | | 802-223-5245 | | |
| GMP | | 888-835-4672 | | |
| Consolidated Communications | | 866-984-0626 | | |
| American Red Cross | | 855-891-7325 | 800-464-6692 | |
| Central VT RPC | | 802-229-0389 | | |
| VT League of Cities & Towns | | 802-229-9111 | | |
| VTrans D6 | Michelle Redmond | 802-291-3928 C | | michelle.redmond@vermont.gov |
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