

# Local Emergency Management Plan

## 1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Ryan Lockwood, Town Administrator	Barry Larson, Water Operator
Peter Berger, EMD & Fairlee Selectboard	Wayne Briggs, PD Chief
Lance Colby, Water Operator	Andrew Godfrey, Fire Chief

## 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>	
<b>Who, by position, can activate the EOC?</b>	
EMD, Water Operator 1, Town Administrator	
<b>Preferred EOC Positions and Duties</b>	
Peter Berger, EMD Director	Supervises and directs all EOC activities coordinating municipal support and response
Lance Colby Program Coordinator I	Staffs & Coordinates phones and radio
Ryan Lockwood Program Coordinator II	Tracks and answers any Requests For Information (RFI); Additionally Staffs and Coordinates Radios
Andrew Godfrey	Tracks and coordinates any Requests For Support (RFS)
Barry Larson	Assist Tracks and coordinates any Requests For Support (RFS)
Ryan Lockwood	Produces and posts public information and press releases
Wayne Briggs	Security – Traffic Control - Police
Ross Cannon	First Aid Responder coordinator
<b>Potential EOC Staff Members</b>	
<i>Name</i>	<i>Notes / Contact Information</i>
Peter Berger	(802) 345 – 2175
Lance Colby	(802) 461-8477
Barry Larson	(802) 356-6708
Andrew Godfrey	(802) 356-7958
Wayne Briggs	(802) 505-3967
Ross Cannon	(718) 501-5987
Mike Wright	(603) 359-8483
Clyde Blake	

<b>Primary EOC Location</b>	
Facility / Address:	Fairlee Town Hall, 75 Town Common Rd, Fairlee, VT
Phone Numbers:	(802) 333 – 4363 Fax: (802) 333 - 9214
Equipment/Notes:	Large Auditorium Kitchen Meeting space
<b>Alternate EOC Location</b>	
Facility / Address:	Fairlee Emergency Service Building, Lake Morey Rd, Fairlee, VT
Phone Numbers:	NA - there are no phone lines
Equipment/Notes:	Meeting Space, Kitchen

### 3. Resources

<b>Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.</b>		
Purchasing agents for emergencies: EMD, Town Administrator, Town Treasurer		
Emergency spending limits:	Open	
<b>Businesses with Standing Municipal Contracts</b>		
<i>Type of Contract</i>	<i>Name</i>	<i>Contact Info</i>
Food/Gas	Wings Market	(802) 333-9790
Shelter/meeting Space	Lake Morey Inn	(802) 333-4311
Building Supplies	Foggs Hardware	(802) 333-4248
<b>Other Local Resources</b>		
<i>Type of Resources/Skills</i>	<i>Name</i>	<i>Contact Info</i>
Emergency rescue	Upper Valley Ambulance	(802) 333-4043
Fire	Andrew Godfrey, Chief Fairlee Fire Dept	(802) 356-7958
Emergency Dispatch	Hanover Dispatch	(802) 333-4347
Emergency – Fast Squad	Fairlee Fast Squad	(718) 501-5987
Animal Control	Animal Control Officer	(802) 505-3967
Police Department	Fairlee Police Chief	(802) 505-3967
Technology “IT”	All-Access	(802) 331-1900
Electrician/Plumbing	Grays Electric	(603) 443-7404
VT State Police	St Johnsbury Barracks	(802) 748-3111
<i>Sheriffs – Current status unknown</i>	<i>Orange County Sheriffs</i>	<i>(802) 658-4875</i>
Game Warden VT Game Warden	Jeff Wipple	(802) 685-7813

<p>State support that is usually at no cost to the municipality:</p> <ul style="list-style-type: none"> <li>• Vermont Hazardous Material (HAZMAT) Response Team (VHMRT)</li> <li>• Vermont Urban Search and Rescue (USAR, VT-TF1)</li> <li>• Vermont State Police and Special Teams</li> <li>• Community Emergency Response Teams (CERTs)</li> <li>• Swiftwater Rescue Teams</li> <li>• Regional Shelter Support</li> <li>• State government agency expertise / services</li> <li>• Federal response agency expertise</li> </ul> <p>State support the municipality will normally eventually have to pay for:</p> <ul style="list-style-type: none"> <li>• Supplies and equipment (including sandbags)</li> <li>• VTrans Equipment and Personnel</li> <li>• Vermont National Guard Support</li> </ul> <p><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></p>
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<b>National Incident Management System (NIMS) Typed Resources</b>											
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					
Mobile Communications Unit	1		N/A	N/A		Hydraulic Excavator, Compact	1				
All-Terrain Vehicles	N/A	N/A	N/A	N/A		Road Sweeper					
Marine Vessels	1	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				N/A	
Firefighting Brush Patrol Engine	N/A	N/A	N/A			Trailer, Dump		N/A	N/A	N/A	
Fire Engine (Pumper)	1					Trailer, Small Equipment			N/A	N/A	
Firefighting Crew Transport				N/A		Truck, On-Road Dump					
Aerial Fire Truck			N/A	N/A		Truck, Plow					
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	1				Wheel Loader, Medium					
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				N/A	Wood Chipper		N/A	N/A	N/A	
Generator					Wood Tub Grinder					
Grader				N/A						

Information about the NIMS Typed resources can be found at: <https://rtl.preptoolkit.org>

#### 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 VTALERT.gov
Important Local Websites / Social Media channels:	Code RED – Hanover Dispatch (802) 333-4347 Fairlee listServ Website: www.fairleevt.gov
Local Newspaper, Radio, TV	WCAX (802) 652-6300 WCAX Adam Sullivan Cell (603) 359-4613 WPTZ (802) 655-5455 Journal Opinion Alex Nuti-de Baisi (802) 222-5281 JO Editor cell (802) 595-5262 Valley News (603) 298 - 8711
Public Notice locations:	Town Hall Library Post Office Wings Market Chapmans
<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)
Central Vermont Council on Aging	(802) 476-2662
Orange East Senior Center	(802) 222-4782


## 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:	Hartford High School
Opening Contact:	State EOC,; American Red Cross,
Phone Numbers:	802-660-9130      800-347-0488

### **Primary Local Shelter**

Location / Address:	Rivendell Academy, 2972 NH-25A
Facility Contact(s):	James Bourne, Facility Manager
Phone Numbers:	(603) 353-2170 cell (802) 505-1261
Shelter Manager:	James Bourne
Staff Requirements:	Need Two people 24/7
Services:	Warm & Cool Overnight Food Prep Showers Healthcare Internet Phone
Notes:	Capacity: 350 Generator? Y Pets Allowed? N

### **Alternate Local Shelter**

Location / Address:	Fairlee Town Hall, 75 Town Common Rd., Fairlee, VT
Facility Contact(s):	Ryan Lockwood, Town administrator
Phone Numbers:	(802) 333-4363 x 2
Shelter Manager:	Ryan Lockwood, Town Administrator
Staff Requirements:	Need Two people 24/7
Services:	Warm & Cool Overnight Food Prep Internet Phone
Notes:	Capacity: 200 Generator: Yes Pets Allowed: N Service Pet: Y

## Annexes (Optional, create and letter as needed)

Samuel Morey Elementary School 214 school St., Fairlee, VT

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 - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
<b>Local Emergency Management Team</b>					
EMD	Peter Berger	(802) 345 – 2175	NA	NA	peter.berger@fairleevt.gov
EM Coordinator	Lance Colby	(802) 461-8477	NA	NA	wateroperator1@fairleevt.gov
<b>Local Response Organization Contacts</b>					
Fire Chief	Andrew Godfrey	(802) 356-7958		NA	firechief@fairleevt.gov
Deputy Fire Chief	Ross Cannon	(718) 501-5987	NA		fairleefast@gmail.com
FAST Squad	Ross Cannon	(718) 501-5987			fairleefast@gmail.com
Chief of Police or	Wayne Briggs	(802) 505-3967	NA	NA	police@fairleevt.gov
First Constable	Dan Ludwig	(802) 299 – 6572	(802) 333-9018	NA	honestbob@mytopsmail.com
State Police or	VT State Police	(802) 222 – 4680	NA	NA	NA
County Sheriff	Orange County Sheriffs	(802) 685 – 4875	NA	NA	NA
Local Dispatch Center	Hanover Fire Dept.	(802)-333-4347	NA	NA	NA
<b>Local Public Works Contacts</b>					
Road Foreman	Mike Wright	(603) 359-8483	NA	NA	mikewrightstrucking@gmail.com
Road Commissioner	Peter Berger	(802) 345 - 2175	NA	NA	peter.berger@fairleevt.gov
Town Garage	NA				
Drinking Water Utility	Lance Colby – Water Operator	(802) 461-8477			
Wastewater Utility	NA				
<b>Municipal Government Contacts</b>					



## Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Town Administrator	Ryan Lockwood	(802) 565 - 0537	(802) 333 – 4363 ext 102	NA	townadminstrator@fairleevt.gov
Selectboard Alt	Lance Mills	(802) 318-8146	NA	NA	Lance.mills@fairleevt.gov
Selectboard Alt	Miranda Clemson	(802) 431-8421	NA	NA	miranda.clemson@fairleevt.gov
Selectboard Chair	Peter Berger	(802) 345-2175	NA	NA	peter.berger@fairleevt.gov
Town Clerk	Georgette Wolf-Ludwig	(802) 333 – 1087	(802) 333 – 4363 ext 101	NA	townclerk@fairleevt.org
Town Treasurer / Finance	Lisa Hinsley	(802) 356 – 6572	(802) 333-4363 ext 104	NA	treasurer@fairleevt.gov
Town Health Officer	Chris Brimmer	(802) 535 – 5628	(802) 333 – 4363 ext 103	NA	zoning@fairleevt.gov
Forest Fire Warden	Ric Sleeper	(802) 222 – 3269	NA	NA	NA
Animal Control Officer	Wayne Briggs	(802) 505-3967	NA	NA	police@fairleevt.gov