

**Addison County Emergency Planning Committee**  
**MINUTES**  
**ACRPC Office, Middlebury • 2 December 2020 • 5pm**  
**(Zoom Meeting)**

**1. Call to Order at 5:09 pm** by-Chair Matt Fraley

**2. Introductions**

**3. September Minutes-**

Motion by Tom Scanlon to accept them as corrected, seconded by Bob Groff. **Motion Passed.**

**3. Treasurer's Report**— We are still waiting for our reimbursement from the State.

Outstanding invoices that are to be paid by the reimbursement are the PO Box, payment to Matt Harder for bookkeeping (July – September) and the FY21 Contract for Andrew L'Roe.

Tom Scanlon motioned to pay outstanding bills as funds become available., seconded by Beth Diamond. **Motion Passed**

Barb Rainville motioned to deliver contracts to Matt Harder and Andrew L'Roe thru June 2021 seconded by Tom Scanlon. **Motion Passed**

**4. Other business**

- SERC Update
  - SERC has approved the decontamination tent funding still waiting for that payment as well.
  - The consolidation plans continue to move forward. A replacement has been found for Todd Cosgrove.
  - Commodity study (by Two Rivers Ottaqueechee Regional Commission) has been completed and is available online: <https://www.trorc.org/programs/emergency/vt-commodity-flow-study/>
- January meeting will have Stephanie Smith on All Hazards Planning. [Shifted to Feb 2021]
- Beate Ankjaer-Jensen – Emergency Planner for the Middlebury Office of the VT Dept of Health spoke a bit on the roll out of the vaccine for COVID. She's available for any questions.
- A reminder – if you have any ideas for training please let Andrew know.

**6. Adjourn**—Bob Groff moved, Tom Scanlon seconded, to adjourn the meeting. **Motion passed**—adjourned at 6:05 pm.

**Members in attendance:**

Beth Diamond, VT-211

Valerie Capels, Bristol

Barbara Rainville, Lincoln

Andrew L'Roe, ACRPC

Keith Ellery, Midd. College

Tom Scanlon, Salisbury

Matthew Fraley, Vergennes

Paul McMahan, Waltham

Emily Harris, VEM

Bob Groff, Panton

Bill Cunningham, Tri-Valley Transit