

2022 Addison County Regional Plan

This Regional Emergency Management Committee Plan must be submitted to Vermont Emergency Management annually after town meeting day and before June 1st.

Plan Adoption Date: [Anticipated] August 15, 2022 REMC Quarterly meeting

Meeting Frequency:

Four times annually- second Wednesday of February, May, August, and November, 12pm-1pm.

Leadership Roles [through June 30, 2022]:

Role	Name
Chair	Ben Marks, Cornwall
Vice Chair	Erik Eriksen, Ripton
Administrative Support	Andrew L'Roe, ACRPC
Local Emergency Planning Commission Representative	Dan Kuzio, Starksboro
Threat/Hazard Inventory and Risk Assessment & Stakeholder Preparedness Review Representative	Dan Kuzio, Starksboro
Integrated Preparedness Plan Representative	Dan Kuzio, Starksboro

Voting Membership Contacts [through June 30, 2022]:

City/Town	EMD or Designee Name and Contact Information	Emergency Services Representative Name and Contact Information
Addison	Jeff Kauffman, upstairs912@yahoo.com	
Bridport	Tim Howlett, twhowlett@yahoo.com	
Bristol	Valerie Capels, townadmin@bristolvt.org	Peter Coffey (BVFD), pcoffey@gmavt.net
Cornwall	Ben Marks, bmarkscornwall@gmail.com	Peter Conlon (CVFD)
Ferrisburgh	Jessica James, Jessica.James@ferrisburghvt.org	George Gardner (FVFD), georgessafes@gmavt.net
Goshen	David McKinnon, mac@4security.com	
Leicester	John Rouse, jrouse09@gmail.com	
Lincoln	Barb Rainville, rainvb@wcvt.com	
Middlebury	Thomas Hanley, thanley@middleburypolice.org	David Shaw (MVFD), dshaw@townofmiddlebury.org
Monkton	Stephen Pilcher, spilcher@monktonvt.com	
New Haven	Becky Hutchins, diesel@myfairpoint.net	
Orwell	Sandy Korda, orwell911@gmail.com	Alexander Kansky, orwell911logistics@gmail.com
Panton	Bob Groff, emc@pantonvt.us	
Ripton	Laureen Cox, lcox@riptonvt.org	Erik Eriksen (RVFD), erikriptonc2@gmail.com
Salisbury	Tom Scanlon, tscanlon@aol.com	Paul Vaczy, pvaczy@myfairpoint.net
Shoreham	Christ Stearns, cstearns.sons@gmail.com	
Starksboro	Charlene Phelps	Dan Kuzio (SVFD), dan.kuzio@gmail.com
Vergennes	Ron Redmond, Manager@vergennes.org	David DiBiase (VFD), dndibiase@gmail.com
Waltham	Paul McMahan, paul@ironworksdesign.net	
Weybridge	Don Mason, vtlaser@gmavt.net	
Whiting	Larry Wilbur, larrywvt@gmail.com	

Non-Voting Membership Contacts:

Organization	Name and Contact Information
VT Department of Health	Beate Ankjaer-Jensen, Beate.Ankjaer-Jensen@vermont.gov
UVM Porter Hospital	Matt Collins, Emergency Preparedness and Security Coordinator, macollins@portermedical.org
Middlebury Regional EMS	Kate Rothwell, Executive Director krothwell@middleburyems.com
Vergennes Area Rescue Squad	Jenna Lindemann, Rescue Coordinator jenna.lindemann@vergennesrescue.org
Bristol Rescue Squad	Mark Rickner, Chief of Service rickner@gmavt.net mark.rickner@gmail.com
Middlebury College	Rick Christoffersen, Emergency Management Coordinator, Department of Public Safety rchristoffersen@middlebury.edu Keith Ellery, Associate Director of Public Safety kellery@middlebury.edu
VT 2-1-1	Beth Diamond, bethd@unitedwaysvt.org
Bristol Police	Bruce Nason, bruce.nason@vermont.gov
Vergennes Police	George Merkel, george.merkel@vermont.gov
Addison County Sheriff's Department	Pete Newton, Addison County Sheriff, peter.newton@vermont.gov
Middlebury Town Manager	Kathleen Ramsay, kramsay@townofmiddlebury.org
Brandon Rescue	802-247-6828
Brandon Fire Department	Tom Kilpeck, Chief, tom@dunmorehose.org

Describe the region's process for regional coordination during a disaster:

The protection of the health and welfare of the residents of Addison County is managed primarily at the local level. Assistance from the State will be provided when requested, or in cases where a hazardous material emergency exceeds the capability of local response resources.

The municipalities of Addison County have limited capacity to mitigate the effects of large-scale emergencies and disasters. Public and private resources will be used in the event of an emergency or disaster. The Selectboard Chair, EMD, or Municipal Manager is the local government authority who can authorize expenditures of funds, execution of contracts, and deployment of resources, establishing priorities, interagency cooperation, mutual aid deployment, and delegation of authority.

Response coordination calls for implementation of a strong system of direction and control, where the Incident Commander can assign personnel and assets, irrespective of their agency or department affiliation, to fulfill the objectives of the Incident Action Plan. Direction and Control begins with the initial local response, expanded as necessary as the emergency escalates to a larger, multi-jurisdictional response with the need for area control.

An emergency or disaster may require a broad range of on-scene response organizations including; emergency services personnel from all levels of government; industry representatives; private contractors; and the media. The need for specialized equipment and technical knowledge during response may also be extensive, as are the number of critical decisions that must be made in areas of release containment, emergency worker safety, public protective actions, and environmental protection. It is recognized that response organizations are typically trained to operate within their agency command structure, but they are rarely called upon to perform their duties as part of a unified and integrated multi-organizational response, such as that required for a major hazardous materials emergency.

Emergency Response Phase

This phase is the period of time during which an actual emergency is occurring.

The first officer on scene is the Local Incident Commander until relieved otherwise. This individual is responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all operations at the incident site. Responsibilities of the IC can be assumed by the officer handling the original call to the chief executive of the agency and any additional qualified officers, depending on the size, scope, and complexity of the incident or event.

Depending on the scale of the emergency, assistance from the State and Federal governments may be required. It may be important for the local incident commander to establish a regional emergency operations center to better consolidate regional emergency service response and sheltering. Once State or Federal assistance arrives, local emergency agencies will coordinate their position in a unified incident command system for local or regional event management. Unified incident command shall be established as soon as possible to ensure coordination between the responders. Those assigned under unified command are subordinate to Unified Command irrespective of agency affiliation.

Each Municipality has identified a primary Emergency Operations Center (EOC) and most have an alternate EOC. The EOC is a support and coordination structure for events that require multiagency response and coordination and prolonged events. It is generally not an incident command post, though in some non-location specific disasters and emergencies, it can be combined with incident command. It provides support for Incident Command – coordination, logistics, record keeping, allowing incident command to make tactical and strategic decisions in the field.

The Incident Commander should declare a Response Level. If necessary, the responding State agency may declare a Response Level for the purpose of activating and coordinating the state response. In all cases, the responding state agency should coordinate with the EOC in declaring a Response Level. The Incident Commander will recognize a Response Level based upon the following criteria:

Level 1 – Limited Emergency Condition

Incident that can be controlled by the primary first response agencies of local jurisdiction. Single jurisdiction and limited agency involvement.

- a. Does not require evacuation, except for the structure or affected facility
- b. Confined geographic area
- c. Any threat to life or property is limited to the immediate area of the incident (such as structure fire, vehicle accident, or crime)
- d. Mutual aid may be required in some instances of a level 1 condition

Response (Level 1)

- a. Responding local agency(s) designate Incident Commander
- b. Field Command Post established, Incident Command System Implemented
- c. Incident Commander is able to manage the event without a supporting, remote Emergency Operations Center (EOC)
- d. Incident Commander ensures the appropriate local emergency organization (s) is notified
- e. Incident Commander evaluates the need for supplemental resources
- f. Reduction of the hazard

Level 2 – Emergency Conditions

- a. Potential threat to life, health or property
- b. Expanded geographic scope
- c. Limited evacuation of nearby residents or facilities
- d. Involvement of two, three, or more jurisdictions
- e. Limited participation or mutual aid from agencies that do not routinely respond to emergencies in the area
- f. Specialist or technical team is called to the scene
- g. Combined emergency operations such as firefighting and evacuation, or containment
- h. Emergency medical care

OR

- a. Deteriorating situation-requiring mobilization of additional resources to establish control or de-escalate
- b. Threat of riot or violent demonstration
- c. Potential threat to life, health, or property
- d. Potential interruption of public services, utilities or infrastructure

Response (Level 2)

- a. Establish Incident Command
- b. Field Command Post established, Incident Command System implemented
- c. Incident Command establishes the Incident Action Plan (IAP)
- d. Incident Command evaluates the need to declare higher or lower Response Level
- e. Town Manager notified and briefed
- f. On recommendation of Incident Command, Town Manager evaluates the need to declare a local state of emergency under [20 VSA §10](#)
- g. Incident Command determines the need for activation of the Emergency Operations Center (EOC)
- h. The EOC should be activated for operational support (if needed)
- i. Emergency Management Director notifies the State Emergency Management Office (if relevant to the incident)
- j. Continue evaluation of incident and make adjustments as necessary

Level 3 – Full Emergency Condition

- a. Serious hazard or severe threat to life, health and property
- b. Large geographic impact
- c. Broad evacuation required
- d. Multi-jurisdictional involvement
- e. State and Federal Involvement
- f. Specialists and technical teams deployed
- g. Extensive resource management and allocation
- h. Multiple events requiring multiple emergency operations
- i. Protracted operational period or periods.

OR

- a. Terrorist act or act of violence causing casualties
- b. Major transportation incident involving multiple emergencies and potential casualties.
- c. Riot or demonstration creating the likelihood of mass arrests, and serious injuries or death, and/or damage to property and/or interruption of public services and infrastructure.

Response (Level 3)

NOTE: If the incident begins at this level, response activities must include all functions designated at the previous level.

- a. Municipal Selectboard/ Emergency Management Director/Town Manager declares a local emergency and requests the Governor to declare a State of Emergency under Title 20, VSA, Section 9 (if relevant).
- b. Municipal Selectboard/ Emergency Management Director/Town Manager activates the Emergency Operations Center (EOC)
- c. Full Emergency Condition response level 3 could be of the magnitude that requires resources from state and federal agencies.
- d. Vermont Emergency Management (VEM) coordinates the application of the state's resources in an emergency.

Mutual Aid

An Emergency or Disaster in a neighboring community could adversely affect a municipality at any time requiring deployment of municipal assets under mutual aid for sheltering displaced or relocated persons as well as assisting in operations.

In the event of a major emergency or disaster, the Municipal Departments will conduct or participate in operations under the provisions of the Municipality's Emergency Management Plan. When operating on a mutual aid basis in another community (Municipality 2), operational control is then exercised by the authority at the scene of the operation. However, control is retained by the Municipal 1 authority. The personnel assigned to another agency must operate within the scope of municipal regulations and policies. Conversely, personnel from Municipality 2 sent to Municipality 1's aid come under assignment of the Municipality 1 authority, but remain under the control of the parent department and its regulations and policies.

Regional Resources:

This list does not obligate parties to participate beyond their normal responsibilities in the event of an emergency or disaster

Resource Description	Resource POC	Additional Information
UVM Porter Hospital	Matt Collins, Emergency Preparedness and Security Coordinator, 802-388-8827 macollins@portermedical.org	Regional hospital, hazmat decontamination facilities
Middlebury College	Norm Cushman, Director of Facilities, 802-443-5003, Security: 802-443-5911	Van fleet, Shelter buildings
Vermont Rail	Emergency Dispatch: 877-565-8133 Non-Emergency: 888-265-2735 802-658-2550 (Burlington) 802-775-4356 (Rutland)	Hi-Line Trucks,
Tri-Valley Transit	Bill Cunningham, 802-388-2287 bcunningham@trivalleytransit.org	Buses
Bet-cha Transit (Student Transportation of America)	802-388-7800 802-373-2646 (Emergency)	Buses
Green Mountain Power Corp.	802-773-2711, 888-835-4672, 802-773-8833	Power Line and Pole Repair equipment
Vermont Gas Systems	802-863-8872	Gas line repair
American Red Cross (North of Route 125)	Sara Kershaw, Disaster Program Manager, Northern VT, 802-829-6535 sarajane.kershaw@redcross.org	Shelter Assistance
American Red Cross (South of Route 125)	John Keppler, Disaster Program Manager, Southern VT, 802-272-0800, Email: john.keppler@redcross.org	Shelter Assistance
Technical Rescue Middlebury Fire Dept.	David Shaw, Middlebury Fire Chief (tone-out from PD Dispatch)	Technical response team, ice & swift water rescue
Technical Rescue, Vergennes Fire Dept.		technical rescue truck, response teams
Vermont Medical Reserve Corps	Beate Ankjaer-Jensen, Cell phone: 802-557-5589, Office phone: 802-388-4646 beate.ankjaer-jensen@vermont.gov	Local volunteers to supplement local emergency and public health resources
Vermont Agency of Transportation	Ashley Atkins, District 5 Project Manager < Ashley.Atkins@vermont.gov > 802-655-1580	
Vermont State Police Search & Rescue	802-388-4919 (Dispatch through New Haven Station)	
US Forest Service	802-388-4362	
Disaster Animal Rescue Team (DART)	802-368-2790	
Vermont 2-1-1	2-1-1, 802-652-4636	
Vermont Dept. of Health Middlebury Office	888-253-8804 802-388-4664	

Addison County Emergency Food Shelf	802-388-3608	
VT Association of Snow Travelers (VAST)	802-229-0005	

Regional Mutual Aid Agreements:

Agreement Description	Organizations involved in agreement	Additional Information
Fire Department- Mutual Aid	All volunteer fire departments involved in Addison County Fire Association (ACFA)	
Public Works- Mutual Aid	2021 Participating Municipalities: - Addison - Orwell - Bridport - Salisbury - Cornwall - Shoreham - Ferrisburgh - Vergennes - New Haven - Waltham - Panton - Weybridge	Voluntary agreement to participate in mutual aid and public works assistance activities conducted pursuant to 24 V.S.A. § 4345b(d)(2)

Act 166 Inventory

Municipality	Law Enforcement Provider	Fire Services Provider	Emergency Medical Services Provider	Dispatch Services
Addison Town	VT State Police	Addison Vol Fire Dept.	Townline First Response	Shelburne Communications Center (Shelburne PSAP)
Bridport Town	VT State Police	Bridport Volunteer Fire Dept.	Townline First Response	Shelburne Communications Center (Shelburne PSAP)
Bristol Town	Bristol Police Dept.	Bristol Fire Dept.	Bristol Rescue Squad	Shelburne Communications Center (Shelburne PSAP)
Cornwall Town	VT State Police	Cornwall Volunteer Fire Dept.	Middlebury Regional Emergency Medical Service (MREMS)	Westminster PSAP
Ferrisburgh Town	VT State Police	Ferrisburgh Volunteer Fire Dept.	Ferrisburgh First Response, Vergennes Area Rescue Squad (VARS)	Shelburne Communications Center (Shelburne PSAP)
Goshen Town	VT State Police	Brandon Fire Dept.	Brandon Rescue Squad	Westminster PSAP
Leicester Town	VT State Police	Brandon Fire Dept.	Brandon Rescue Squad, Middlebury Regional Ambulance	Westminster PSAP
Lincoln Town	VT State Police	Lincoln Fire Company	Lincoln First Response, Bristol Rescue Squad	Shelburne Communications Center (Shelburne PSAP)
Middlebury Town	Middlebury Police Dept.	Middlebury Fire Dept	Middlebury Regional Emergency Medical Service (MREMS)	Middlebury Police Department, Westminster PSAP
Monkton Town	VT State Police	Monkton Volunteer Fire Dept	Monkton First Response	Shelburne Communications Center (Shelburne PSAP)

New Haven Town	VT State Police	New Haven Volunteer Fire Dept	New Haven 1st Response Middlebury Regional Emergency Medical Service (MREMS) Vergennes Area Rescue Squad (VARS) Bristol Rescue Squad	Shelburne Communications Center (Shelburne PSAP)
Orwell Town	VT State Police	Orwell Volunteer Fire Dept.	Orwell First Response	Shelburne Communications Center (Shelburne PSAP)
Panton Town	VT State Police	Vergennes Fire Dept.	Vergennes Area Rescue Squad (VARS)	Westminster PSAP
Ripton Town	VT State Police	Ripton Fire Dept.	Ripton First Response Dept.	Shelburne Communications Center (Shelburne PSAP)
Salisbury Town	VT State Police	Salisbury Volunteer Fire Dept.	Middlebury Regional Emergency Medical Service (MREMS)	Westminster PSAP
Shoreham Town	VT State Police	Shoreham Volunteer Fire Dept.	Shoreham First Response	Shelburne Communications Center (Shelburne PSAP)
Starksboro Town	VT State Police	Starksboro Volunteer Fire Dept.	Bristol Rescue Squad, Starksboro Rescue	Shelburne Communications Center (Shelburne PSAP)
Vergennes City	Vergennes Police Dept.	Vergennes Fire Dept.	Vergennes Area Rescue Squad (VARS)	Shelburne Communications Center (Shelburne PSAP)
Waltham Town	VT State Police	Vergennes Fire Dept.	Vergennes Area Rescue Squad (VARS)	Shelburne Communications Center (Shelburne PSAP)
Weybridge Town	VT State Police	Weybridge Volunteer Fire Dept.	Middlebury Regional Emergency Medical Service (MREMS)	Westminster PSAP
Whiting Town	VT State Police	Whiting Volunteer Fire Dept.	Whiting First Response Middlebury Regional Emergency Medical Service (MREMS) Shoreham Rescue	Shelburne Communications Center (Shelburne PSAP)

Act 166 Inventory (Continued)

Municipality	Public Safety Mutual Aid Agreement	Public Safety Plan [Separate from the annual Local Emergency Management Plan]	Date Adopted	PUBLIC WORKS MUTUAL AID AGREEMENT (2021-2022)
	yes/no- if yes include link to the plan	yes/no- if yes include link to the plan		
Addison Town	No	No		Yes
Bridport Town	No	No		Yes
Bristol Town	No	No		
Cornwall Town	No	No		Yes
Ferrisburgh Town	No	No		Yes
Goshen Town	No	No		
Leicester Town	No	No		
Lincoln Town	No	No		
Middlebury Town	No	No		
Monkton Town	No	No		
New Haven Town	No	No		Yes
Orwell Town	No	No		Yes
Panton Town	No	No		Yes
Ripton Town	No	No		
Salisbury Town	No	No		Yes
Shoreham Town	No	No		Yes
Starksboro Town	No	No		
Vergennes City	No	No		Yes
Waltham Town	No	No		
Weybridge Town	No	No		Yes
Whiting Town	No	No		