

Local Emergency Management Plan Municipal Adoption Form

Town/City of Waitsfield

4144 Main Street

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Regional Planning Commission (RPC) by May 1st.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the Local Emergency Management Plan (LEMP) on the date shown at right.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the National Incident Management System (NIMS) on the date shown at right.

If Vermont Emergency Management needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local Points Of Contact (POCs) who should have authoritative local information are listed at right.

Municipality	Town of Waitsfield
LEMP Adoption Date	6/5/2023
NIMS Adoption Date	11/2007
EMD Name	Fred R. Messer
Position	EMD
Primary Phone	(802) 792-2238
Alternate Phone	
Email	fmesser@madriver.com
POC 2 Name	Clare Ireland
Position	EMC
Primary Phone	314-814-9592
Alternate Phone	
Email	choldinghaus@gmail.com
POC 3 Name	Annie Decker-Dell'Isola
Position	Town Administrator
Primary Phone	802-496-2218 ext. 5
Alternate Phone	
Email	townadmin@gmavt.net

Mark this block if a readopted plan has no changes since the previous year.

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed* Fred R. Messer
Fred Messer
 Printed Name; certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP as stated above:

Signed* Annie Decker-Dell'Isola
Annie Decker-Dell'Isola
 Printed Name, Selectboard / council member

Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to Regional Planning Commission.

*A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. § 278.



Local Emergency Management Plan (LEMP)

Required Elements

Check boxes below indicating the plan has the required elements and, if not using a template, fill in page numbers to report completion of required elements.

Municipal Adoption		
<input checked="" type="checkbox"/>	Municipal Adoption Form	
	Municipal adoption of National Incident Management System (NIMS)	<input checked="" type="checkbox"/>
	Contact information for local authorities during an emergency	<input checked="" type="checkbox"/>
	Certification that LEMP meets Vermont NIMS / Implementation Guidance	<input checked="" type="checkbox"/>
	LEMP adoption by local selectboard / city council (annual)	<input checked="" type="checkbox"/>
LEMP Required Elements		Page
<input checked="" type="checkbox"/>	Planners	
	List of people who wrote / maintain the LEMP	
<input checked="" type="checkbox"/>	Municipal Emergency Operations Center (EOC)	
	Activation authority	
	EOC staff positions and duties (minimum 1)	
	List of potential EOC staff members (minimum 1)	
	Facility information for potential EOC locations (minimum 1)	
<input checked="" type="checkbox"/>	Resources	
	Emergency purchasing agent and spending limits (if any)	
	List of municipal contracts that can be used during an emergency (if any)	
	List of other local resources that could be used during an emergency (if any)	
	National Incident Management System (NIMS) Typed Resource List	
<input checked="" type="checkbox"/>	Public Information and Warning	
	VT-Alert contact information	
	Local website / social media information (if any)	
	List of local media outlets (if any)	
	Public notice sites for non-phone/Internet information	
	Vermont 2-1-1 contact information	
<input checked="" type="checkbox"/>	Vulnerable Populations	
	List of organizations/facilities that serve local vulnerable populations	
	Identification and monitoring process	
<input checked="" type="checkbox"/>	Shelters	
	Spontaneous and regional shelter information	
	Opening information for local shelters (if any)	
	Service information for local shelters (if any)	
<input checked="" type="checkbox"/>	Contact Information	
	Emergency Management personnel	
	Response organizations	
	Municipal officials / public works	
	State, region, and adjacent municipality contacts	

Vermont Emergency Management (VEM) encourages municipalities to create and maintain optional LEMP annexes as required. Examples might include plans for specific incident types, shelters, evacuation, and volunteer management - see the VEM website for models, samples, and examples at: <http://vem.vermont.gov>

Local Emergency Management Plan

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1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Fred Messer, EMD	
Clare Iseland- EMC	
Anne Decker-Dell'isola Town Administrator	

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?	
Select Board member, Town Administrator or Emergency Manager (EMD or EMC)	
<i>Preferred EOC Positions and Duties</i>	
EOC Director	Supervises and directs all EOC activities coordinating municipal support and response

	Staffs phones and radio
	Tracks and answers any Requests For Information (RFI)
	Tracks and coordinates any Requests For Support (RFS)
	Produces and posts public information and press releases
Potential EOC Staff Members	
<i>Name</i>	<i>Notes / Contact Information</i>
	See current Waitsfield ICS Chart for positions
Primary EOC Location	
Facility / Address:	Waitsfield Town Office, 4144 Main St., Waitsfield
Phone Numbers:	802-496-2218
Equipment/Notes:	Initially, the EOC may be conducted virtually via Zoom at the discretion of the EMD/EMC, Town Administrator, or Select Board member. Thus allowing EOC staff and Select Board members to coordinate activities from their private residences or other geographically dispersed locations. EMD/EMC will coordinate with Town Administrator so as either can host the Zoom meeting. Participation will be controlled by the Zoom host and limited to individuals identified on the ICS chart attached to this document, plus Select Board members, plus Waitsfield Select Board members.
Alternate EOC Location	
Facility / Address:	Mad River Valley Ambulance Service, 4177 Main St., Waitsfield
Phone Numbers:	802-496-8888 Office 802-496-4440
Equipment/Notes:	

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: IC or designee, Town Administrator or designee	
Emergency spending limits: Up to \$100,000.00 *	* with agreement of 2 Select Board members
Businesses with Standing Municipal Contracts	

<i>Type of Contract</i>	<i>Name</i>	<i>Contact Info</i>
Water system operators	Simon Operation Services (Nate Fredericks)	(802) 741-2411 (emergency only #)
Winter salt	Barrett Trucking (Cargill)	(802) 863-1311
Winter salt	DuBois/Newton (American Rock Salt)	(802) 223-5288
Power	Green Mountain Power	1-888-835-4672
Telecom	Waitsfield Telecom	(802) 496-3391 1-800-496-3391
Propane	Wards Energy Brian Jenkins (802)825-6051	800-633-8253 (802) 496-6023 Office Hrs
Generator maintenance/repair	Brookfield	1-866-768-3797
Other Local Resources		
<i>Type of Resources/Skills</i>	<i>Name</i>	<i>Contact Info</i>
Veterinary/Pet Boarding	Valley Animal Hospital	(802) 496-3006
Tree Services	Whitney Tree Service	802-496-9975
Excavating	Kingsbury Construction	802-496-2205
Community fund (various, services and funding)	Mad River Community Fund	(802) 496-3638
<p>State support that is usually at no cost to the municipality:</p> <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 <p>State support the municipality will normally eventually have to pay for:</p> <ul style="list-style-type: none"> • Supplies and equipment (including sandbags) • VTrans Equipment and Personnel • Vermont National Guard Support <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>		

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					
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					N/A
Firefighting Brush Patrol Engine	N/A	N/A	N/A		Trailer, Dump		N/A	N/A	N/A	
Fire Engine (Pumper)					Trailer, Small Equipment			N/A	N/A	
Firefighting Crew Transport				N/A	Truck, On-Road Dump		1	1		
Aerial Fire Truck			N/A	N/A	Truck, Plow			1	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)				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			1		
Aerial Lift - Truck Mounted					Wheel Loader, Large					
Air Compressor					Wheel Loader, Medium					
Concrete Cutter/Multi-Processor for Hydraulic Excavator					Wheel Loader, Small				N/A	1
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		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 /	Town Website: www.waitsfieldvt.us

Social Media channels:	Town Facebook: https://www.facebook.com/Town.of.Waitsfield
Local Newspaper, Radio, TV:	Valley Reporter Facebook (social media) Lisa Loomis: (802) 496-3928 WMRW (community radio): (802) 496-4951 WDEV (radio): (802) 244-7321
Public Notice locations:	Waitsfield Town Offices Village Grocery bulletin board Post Office bulletin board Front Porch Forum
<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

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>Name / Notes</i>	<i>Contact Info</i>
CARE (Citizen Assistance Registration for Emergencies)	(Supporting PSAP)
Evergreen Place, 5308 Main St. (Senior Housing) EOP attached	Downstreet * 802-476-4493
Verdmont Park, Verdmont Rd. (Mobile Home Par(k) Off Tremblay Rd.	Downstreet * 802-476-4493
Mad River Meadows, 144 Butcher House Dr. (Senior and Disability Housing)	Downstreet * 802-476-4493
Spring Hill School, 63 Spring Hill Rd. (School)	802-496-2139
Waitsfield Children's Center, Rte. 100, Founder's Hall	802-496-3372
Neck of the Woods, 1673 Main St.	802 – 496 – 6698
*NOTE: Downstreet manages the first three properties. The above number is the weekday office number. After Hours, call 802-229-6563. This number is for Always Answering dispatch. They would notify Downstreet. Refer to Evergreen EOP for more specific information that generally applies to all Downstreet properties.	

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

<ul style="list-style-type: none"> • 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, Barre, VT
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 802-660-9130
Phone Numbers:	
Primary Local Shelter	
Location / Address:	Waitsfield Elementary School, 3951 Main St., Waitsfield, VT
Facility Contact(s):	Kaiya Korb, WES Principal
Phone Numbers:	802-496-3643
Shelter Manager:	Vacant
Staff Requirements:	Red Cross Shelter Management Training
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	Verbal MOU Last coordination visit: 09/2022.
	Capacity: Generator? <u>Y</u> / <u>N</u> Pets Allowed? <u>Y</u> / <u>N</u>
Alternate Local Shelter	
Location / Address:	None
Facility Contact(s):	
Phone Numbers:	
Shelter Manager:	
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	Capacity: Generator? <u>Y</u> Pets to be boarded at Mad River Property Management 4036 Main St. which is located across Rt. 100 from the RC shelter. (See PET annex.)

Food Catering: Village Grocery, Troy Kingsbury, EOC & RC Shelter	
496-4477, 371-9974, 496-2205 (Day or Night)(Soup/Sandwich)	

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.

Position	Name	Section 7 Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Local Emergency Management Team					
EM Director	Fred Messer	802-793-2238			fmesser@madriver.com
EM Coordinator	Clare Iseland	314-814-9592			choldinghaus@gmail.com
Local Response Organization Contacts					
Fire Chief	Merrill "Trip" Johnson	802-793-2784			wffdir@outlook.com
Assistant/Deputy Fire Chief	Paul Hartshorn	802-496-3471	None		None
President MRVAS	Sheila Ware Linda Lannuzzi (Admin)	802-371-7153	802-496-8888 496-4440 MRVAS office		sware@madriver.com
Constable	Jeff Campbell	802-249-2656			icampbell@warrenvt.org
Vermont State Police	Middlesex Barracks	802-229-9191			
Washington County Sheriff	Montpelier	802-223-3001			
Local Dispatch Center	Capitol West	802-223-3445			
Local Public Works Contacts					
Road Foreman	Josh Rodgers	802-496-8897 shop phone		(802)595-4896 Town Cell	foreman@gmavt.net
Road Commissioner	Charles Goodman, III		(802) 349-6084		Ceg3@goodmanconstructivt.com
Town Garage		(802) 496-8897			
Drinking Water Utility	Simon Operation Services Robin Morris (Water Commission chair)	(802) 741-2411 (802) 498-7379			fredericksnathaniel@gmail.com rsmorris@cimark.com
Fire Warden	Jared Young	802 – 917 – 4856			Young737@outlook.com

Position	Name	Section 7 Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Town Administrator	Annie Decker-Dell'Isola	(802) 496-2218; x5			townadmin@gmavt.net
Selectboard Chair	Christine Sullivan	(802) 496-9647	(802)371-7553 Cell		csullivan@gmavt.net
Selectboard Vice Chair	Brian Shupe	(802)496-7174	(802)498-5300		bshupe@madriver.com
Selectboard Alt	Fred R. Messer		802-793-2238		fmesser@madriver.com
Town Clerk	Jennifer Peterson	(802) 496-2218; x3	(802) 279-3214		waitsfieldclerk@gmavt.net
Town Treasurer / Finance	Randy Brttingham	(802) 496-2218; x2	636-633-2800		waitsfld@gmavt.net
Town Health Officer	Fred Messer	802-793-2238			fmesser@madriver.com
Dog Warden Animal Control Officer	Fred Messer	(802)793-2238			fmesser@madriver.com
School Contact #1	Kaiya Korb, WES Principal	(802) 496-3643			kkorb@huusd.org
School Contact #2	Joe Robinson WES Director of Maintenance	(802) 496-3643			jrobinson@huusd.org
School District Office	Michelle Baker, Director of Finance and Operations	(802) 583-7948			mbaker@wwsu.org
Emergency Red Cross shelter manager	Vacant				
Disaster Animal Shelter Manager	Vacant				
Planning and Zoning Administrator, E-911 Coordinator	JB Weir	(802) 496-2218; x4			pza@gmavt.net

Mad River Valley EMD Contact Information

Jeff Campbell Warren jcampbell@warrenvt.org (802) 249-2656
 Craig Snell Fayston snelldawg@hotmail.com (802) 496-3677, (603) 991-9298
 Stafan Pratt Moretown spratt.moretownvt@gmail.com (505) 505-1625
 Fred Messer Waitsfield fmesser@madriver.com (802)793-2238

Central Vermont Regional Planning Committee
 Keith Cubbon 802-262-1-22 cubbon@cvrgion.com

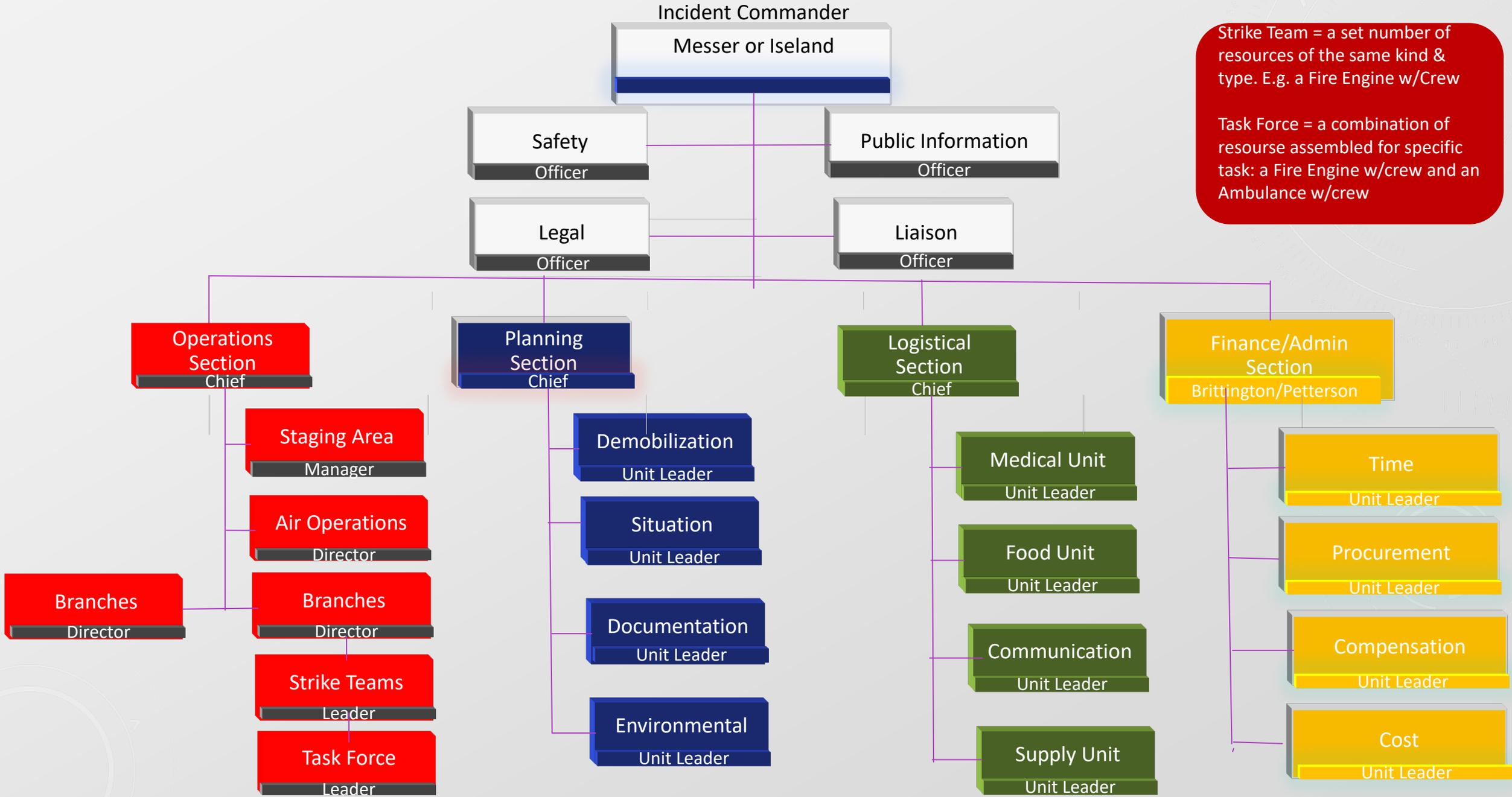
Vermont Emergency Management

VEM Contact: Harry Schoppmann III, (cell) (802)585-4509, harry.schoppmann@vermont.gov

VEM Front Desk: 1-800-863-4279 (ask for the “Duty Officer”)

Annex A, ICS Organizational Chart

INCIDENT COMMAND SYSTEM ORGANIZATION CHART



Strike Team = a set number of resources of the same kind & type. E.g. a Fire Engine w/Crew

Task Force = a combination of resource assembled for specific task: a Fire Engine w/crew and an Ambulance w/crew

Annex B, Red Cross Shelter Agreement

TBP

Annex C

Red Cross Inventory Emergency Shelter Supplies

06April2022

- 25 – folding cots, military style
- 50 – Red Cross blankets
- 02 – Red Cross Disaster Shelter signs
- 16 – Red Cross safety vest
- 02 – Portable Lantern/radio
- 01 – Flashlight, 2 D cell
- 03 – Mini flashlight, hand crank
- 01 – ARC 4213 Disaster Relief ID kit
- 13 – Paper Mate ink pens, medium
- 01 – role blue tape, 1 inch
- 01 – roll 'Scotch brand' tape, 1"
- 01 – 18 gallon plastic tub
- 01 – Clipboard, legal length
- 01 – Tablet, yellow lined paper, letter length
- 100 – paper clips

This inventory was conducted on 06 April 6, 2022. Items are stored at Winter Park, 802 Self Storage, shed #117. All items are in serviceable condition.

Fred R. Messer
Waitsfield Emergency Management Director
317 Meadow Road
Waitsfield, VT 05673
(802) 793-2238
Prepare, Respond, Recover, Mitigate

Annex D

Animal Resources During an Emergency

Directions

- 1) Reach out to emergency contacts. Define responsibilities and how information will be shared.
- 2) Make contact with animal shelters to learn of availability/capacity/needs.
- 3) Make contact with emergency veterinarians.

Name of Person completing this form	Fred R. Messer	Date and Time	04/18/2021 1045
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Local Emergency Contacts

Is there a regional Disaster Animal Response Team (DART) that serves your community? Y N

Regional DART Chair		
Name	Contact Number	Secondary contact number
Lisa Lemieux	802-363-0919	
Local Animal Shelter Manager		
Name	Contact Number	Secondary contact number
Vacant		
Local Emergency Vet contact		
Name	Contact Number	Secondary contact number
Valley Animal Hospital	(802) 496 – 3006	None
Local Animal Control Officer		
Name	Contact Number	Secondary contact number
Fred R. Messer	802-793-2238	
Waitsfield Emergency Animal Shelter Manager – vacant		

Animal Shelter Locations (including citizen volunteer kennels and barns) (extra space in notes section)

Contact the Shelter Manager – vacant			
Shelter Name	Physical Address/Shelter Location	Shelter Phone # and Name of Contact	Type and Capacity that can be housed
Waitsfield emergency animal shelter	Mad River Property Management 4036 Main St., Waitsfield (across the street from the RC Emergency Shelter, WES) POC Ed Reed 802-279-5016	802-496-5555	Dogs __10__ Cats __10__ Exotics/Birds ____ Horses ____zero__ Other Livestock __zero__

			Dogs _____ Cats _____ Exotics/Birds _____ Horses _____ Other Livestock _____
			Dogs _____ Cats _____ Exotics/Birds _____ Horses _____ Other Livestock _____
			Dogs _____ Cats _____ Exotics/Birds _____ Horses _____ Other Livestock _____

Locations of large numbers of animals and animals in high risk locations (if additional locations, add to notes section at the end)

High Risk Populations List (for special attention/possible evacuation during an incident)

Complete this information before an incident				Complete this information during an incident
Risk Location (e.g., farm, etc.)	High Risk Population Location (physical location)	Point of Contact	POC Phone Number	Evacuated To (physical location / name / phone number)
	See pg. 4			

Emergency Veterinarians

Facility/Veterinarian Name	Physical Address/Location	Phone #	(large)

Individuals with Expertise in Animal Handling

Handler Name	Physical Address/Location	Phone #	Type(s)

Pet Friendly Hotels/Motels/Lodgings

Facility Name	Address	Phone Number	V-

Businesses with Animal Supplies

Business Name	Address	Phone Number	W d

Wildlife Rehabilitation Contacts

Facility Name	Physical Address/Location	Phone #	Type of a accept

State Emergency Contacts

- ❖ Vermont Division of Emergency Management and Homeland Security Watch Officer (24/7 helpline for use during an event or after hours) – 1-800-347-0488
- ❖ For assistance handling wildlife or to file a report, contact the nearest Vermont State Police dispatcher by calling 911, or contact your local Game Warden
- ❖ State Veterinarian - Dr. Kristin Haas, Vermont Agency of Agriculture, Food & Markets - Animal Health Section - 802-828-2421 or Kristin.haas@state.vt.us
- ❖ Asst State Veterinarian - Dr. Shelley Mehlenbacher, Vermont Agency of Agriculture, Food & Markets - Animal Health Section - 802-828-2421 or shelley.mehlenbacher@state.vt.us
- ❖ State DART Chair - Joanne Bourbeau, Northeastern Regional Director of The Humane Society of the United States - 802-368-2790 or 301-529-3378 or info@vermontdart.org

Notes

Annex E, Downstreet/Everygreen EOP

FINAL DRAF:J"

Evergreen Place Emergency Plan

5308 Main Street, Route 100, Waitsfield, VT
05673

Community partners to be contacted immediately in the event of a major emergency at Evergreen Place (5308 Main St. Route 100, Waitsfield VT 05673) causing tenants to have to be evacuated to Waitsfield Elementary School:

- Neil Smith, Downstreet Housing Property Manager: 802-477-1332 {work}; 860-287- 7371 {cell - text is best}; nsmith@downstreet.org
- Fred Messer, Waitsfield Emergency Management Director {EMD}: 802-793-2238 {work}; fmesser@madriver.com
- Ray Daigle, HUUSD Facilities Operator: 802-793-2819 {cell - text is best}; 802-583- 8174 {work}; rdaigle@huusd.org
- Kaiya Korb, Waitsfield Elementary School Principal: kkorb@huusd.org
- Bernie Woolums, Downstreet Housing Facilities Operator: 802-730-3371 {cell}; 802- 477-1342 (work); bwoolums@downstreet.org

Scope of Usage: The Waitsfield Elementary School will be used only as a "Rally Point" and not a permanent relocation solution. This means Evergreen tenants affected and requiring relocation will be first transported to this location as a *temporary solution* while a longer term temporary housing solution is determined by Downstreet Housing (i.e. area hotels or motels, vacant Downstreet units, local friends/family of affected parties). Anticipated length of stay at the school should be no more than half of a day, or 12 hours from time of arrival. *It is implied and understood that this timeline may change depending on the severity of the emergency, weather, assistance availability, etc.*

Protocol as follows:

- ❖ Once an Evergreen Place emergency requiring building evacuation is identified, the above parties will be first contacted. In cold or inclement weather, tenants should be outside no more than an hour while waiting for relief and transportation.

- ❖ Waitsfield EMO will have emergency access to the Waitsfield Elementary school via an electronic access card, and will go to the site to provide access to the facilities to be used (gymnasium, bathrooms, limited cafeteria use)
- ❖ Once the building access is secured, Neil Smith, Bernie Woolums and all available maintenance techs/Downstreet staff will begin transportation of affected tenants from Evergreen Place to the school using their own/company vehicles; tenants with vehicles on-site will be encouraged to use them and to assist transporting other residents within their ability to do so.
- ❖ Once at the school, there are 25 Red Cross cots and 50 blankets available to be utilized by all affected parties - these will be set up and ready for affected parties to immediately use.
- ❖ Food, snacks, and beverages may be obtained from the Village Grocery, "the VG," located at 4348 Main St., Waitsfield Village. (Across the street from the Waitsfield United Church of Christ, the big white church in the center of town) Contact phone number is (802) 496-2205. Owner's cell phone number is (802) 731-9974. It being an emergency situation, the owner has agreed to 24 hour service. All food orders should be consolidated and only one point of contact with the VG. As it is 24 hour service, and time is of the essence, food selection may be limited to one or two entrees. Payment will not be due when the food is picked up.
- ❖ Trained task-oriented service animals (seeing-eye dogs, seizure dogs, etc.) by law are to be allowed in the facility. Support animals/household pets will not be allowed into the school and arrangements for temporary stay elsewhere will be determined by Downstreet staff/tenants.
- ❖ COVID protocol will be adhered to and followed by CDC best current practices recommendations at the time of an emergency.
- ❖ Medical equipment needed by any tenants (oxygen tanks, wheelchairs, walkers, C-PAP machines, etc.) will be transported by Downstreet staff if tenants cannot make their own accommodations. Downstreet will supply coolers or ensure refrigeration access at the designated shelter for any medication that requires refrigeration.

Once all tenants are successfully relocated into the designated shelter (Waitsfield Elementary School), Downstreet Housing will triage tenants with the most pressing special needs/medical issues to first be relocated off-site and into longer-term temporary housing.

After all tenants successfully vacate the shelter, Waitsfield EMD and Downstreet staff will return the used school areas back to the condition they were originally found (i.e. putting away cots and blankets, cleaning, locking doors). Waitsfield EMD will ensure that the building is locked and secured after clean-up is completed.

Annex F, Community Water System Response Plan

Annex G, Resolution to adopt NIMS



TOWN OF WAITSFIELD

Resolution To

Designate The National Incident Management System (NIMS) As The Basis For All Incident Management in Waitsfield

- WHEREAS, Homeland Security Directive (HSPD)-5 directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and
- WHEREAS, the collective input and guidance from all Federal, State, local and tribal homeland security partners has been, and will continue to be, vital to the ongoing development, effective implementation and utilization of a comprehensive NIMS; and
- WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and
- WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the Town's ability to utilize federal funding to enhance local readiness, maintain first responder safety, and streamline incident management processes; and
- WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout this town, including current emergency management training programs; and
- \WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System;
- WHEREAS, the Governor of Vermont Executive Order #03-05 so proclaims the usage of National Incident Management System within the state of Vermont;

NOW, THEREFORE BE IT RESOLVED, by this Selectboard of the Town of Waitsfield, by virtue of the power vested in us by the voters of the town of Waitsfield, do hereby establish the National Incident Management System (NIMS) as this town standard for incident management.

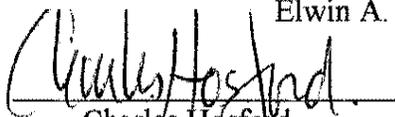
Adopted and signed this day of November, 2007.

Waitsfield

Selectboard:



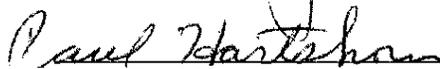
Elwin A. Neill, Jr., Chair



Charles Hosford



J. LeRoy Ha den, D.V.M.



Paul Hartshorn

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Annex, H, CVRPC Appointment Orders

Town/City of Waitsfield

July 1, 2023 - June 30, 2024 Appointments

to the Central Vermont Regional Planning Commission

The Selectboard/City Council on March 27, 2023 appointed the individual(s) below to represent the municipality's interests on the Central Vermont Regional Planning Commission and Central Vermont Regional Emergency Management Committee. This appointment(s) is effective July 1 unless another effective date is indicated here:

Board of Regional Commissioners

	<i>Commissioner</i>	<i>Alternate Commissioner</i>
Name	Don LaHaye	Alice
Mailing	Peal	
Address		741
City/State/		Spring Hill
Zip Email		Road
Address		Waitsfield
Telephone		, VT
		05673
	donlahaye@madriver.com	atpeal@gmavt.n
	et	
		802-496-5235

Transportation Advisory Committee (TAC)

	<i>TAC Representative</i>	<i>TAC Alternate Representative</i>
Name	Don LaHaye	Alice Peal
Mailing Address		City/State/Zip

Email Address donlahave@madriver.com

Daytime Telephone _____

741 Spring
Hill Road
Waitsfield,
VT 05673
atpeal@gm
avt.net 802-
496-5235

Regional Emergency Management Committee
(REMC)

REMC Emergency Services Representative

*REMC EMD/EMC
Representative*

Name Fred Messer
Mailing 317 Meadow
Address Road
Waitsfield, VT
City/State/ 05673
Zip

Howie McCausland

Email Address fmesser@madriver.com
Daytime Telephone 802-793-2238

mccausla@midd lebury.edu

Signed by: **Annie Decker-Dell'Isola, AICP**
Town Administrator
Town of Waitsfield
4144 Main Street
Waitsfield, VT 05673
p: (802) 496-2218 ext. 5
f: (802) 496-9284
e: townadmin@gmavt.net
w: waitsfieldvt.us

Please return completed and signed appointment forms to CVRPC via email at:
chartrand@cvregion.com