



## Central Vermont Regional Emergency Management Committee (REMC)

Wednesday February 8, 2023 at 5:00 pm

Hybrid meeting-either in person or remote

*Remote Participation via Zoom<sup>1</sup>*

Join via computer, tablet or smartphone: Join Zoom Meeting

<https://us02web.zoom.us/j/81290808807?pwd=Ris2blg1TjNrLzgyUW9VNFRIQUQ5Zz09>

Dial in via phone: +13126266799; Meeting ID: 812 9080 8807 | Passcode: 607618

Download the app at least 5 minutes before the meeting starts:

<https://zoom.us/download>

### AGENDA

5:00pm

Adjustments to the Agenda  
Public Comment

5:05

Welcome and Introductions/Sign In

5:10

**Presentation**  
**Scott Whittier**  
**National Weather Service**

5:35

**REMC Organizational Tasks**  
Review Bylaws for possible acceptance  
Review Regional Plan  
Nomination of new officers

5:55

Discuss work priorities and meeting topic ideas  
Other ideas?

6:05

VEM Updates, Wrap Up, Set next Meeting Date  
Next meeting 5/10/23

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<sup>1</sup> Dial-in telephone numbers are "Toll" numbers. Fees may be charged to the person calling in dependent on their phone service.



# Central Vermont Regional Emergency Management Committee

## Proxy Notification Form

Covering REMC appointments 2023

*Per VEM Statewide Guidance, the local Emergency Management Director or emergency services representative may designate the other voting member in their city or town to serve as their proxy, but must notify the Regional Planning Commission in writing prior to the meeting in which the proxy designation is made. This proxy designation allows that individual to represent 2 individuals for the purposes of achieving quorum.*

**Proxy Notification:** The City/Town of **[INSERT TOWN NAME]** notifies CVRPC that the following

\_\_\_ Emergency Management Director (or designee)  
\_\_\_ Emergency Services Representative

will serve as proxy for

\_\_\_ Emergency Management Director (or designee)  
\_\_\_ Emergency Services Representative

At the **[INSERT DATE]** REMC meeting and represent 2 individuals for the purposes of achieving quorum.



# Central Vermont Regional Emergency Management Committee

## Meeting Summary

November 09, 2022

### Welcome and Introductions

The meeting convened at 5:05 pm. A quorum of voting members was not present, and no formal action was taken during the meeting. All members in attendance introduced themselves and the community they represent. P. Carbee submitted a proxy form to CVRPC for Washington's other member.

### REMC Overview, Initial Work Ideas

Keith Cubbon of CVRPC shared a compilation of hazards taken from all 23 towns Local Hazard Mitigation Plans. We reviewed the data and found most of the high-risk priorities were involved with storms and flooding. Betty Copeland brought up communications from town to town during a power outage and if there is limited cell service in your area. Discussed satellite phones and ham radios and costs of both. Carl Rodgers discussed having a dinner meeting and inviting the selectboards to discuss communications and public works agreements, as well as networking.

### REMC Organizational Tasks

Bylaws: Draft bylaws documenting the REMC meeting procedures were presented and the definition of quorum was discussed. Harry Schoppmann of VEM gave an update on VEM's efforts to have the quorum rules changed by the Vermont legislature allowing each REMC to define quorum for its own purposes within the bylaws. The group discussed whether defining quorum as a representative from over half the towns would be a better metric. Keith Cubbon and Harry Schoppman said they would coordinate for outreach to towns that haven't attended and try to increase attendance. Also, Harry shared that proxy voting forms can be signed for the year and kept on file so if either member of a town attends they could then have the vote for both.

Regional Plan: Keith Cubbon presented a draft of a regional plan. Stefan Pratt asked for contact information for all organizations listed. Carl Rodgers asked to have NIMS list from LEMPs' added to plan. Shelter locations and locations of animal shelters. Betty Copeland replied that the Red Cross maintains a map of all shelter locations that they support. Keith Cubbon replied that these updates will be included and the regional plan will be included on the next agenda.

State Committee representatives: Peter Carbee volunteered to be the REMC representative to the Integrated preparedness planning workshop (IPPW).

Keith Cubbon gave a brief synopsis of the Threat Hazard Incident Response Assessment meeting from Killington. The Vermont Department of Homeland Security presented 5 scenarios to look at the state's capacity to respond during a disaster and looking for some form of metric to be able to track progress.

### Presentation: Vermont Hazardous Response Team

Patrick McLaughlin Chief of the Vermont Hazardous Response Team s about the response teams' capabilities and functions. Showed information about staged equipment throughout the state and that the average response time is 1 hour. Explained that they are an asset that will show up to help with response but that they do not take command. A brief explanation of the Tier II program was also presented and how those permits fund the response team. He also offered training opportunities to any fire department that is interested. The Hazmat hotline is 1-800-641-5005 and is supported 24 hrs. a day. The states Emergency Planning & community right to know act (EPCRA) site for Tier II chemical storage in your town is [Emergency Planning & Community Right-to-Know Act \(EPCRA\) | Vermont Emergency Management](#)

### VEM Updates

Harry Schoppmann explained that there are two new listservs from VEM one is about grant funding and the other is for training. If anyone is interested they can either register on the VEM site <https://vem.vermont.gov/email-lists> and can sign up or drop any of the listservs offered.

### Wrap and Next Meeting

Keith Cubbon asked for ideas for speakers for the February meeting. Mike Bard requested someone to speak about active shooter incidents. Carl Rodgers announce that this was his last meeting since he is retiring on January 31<sup>st</sup> and will then no longer be Barre Town's EMD.

Future agenda items:

- Review bylaw changes requested and adopt-if quorum reached
- Elect Chair/Vice Chair-for 2023
- Regional Plan

The meeting ended at 6:39pm.

### Voting Attendees:

<input type="checkbox"/> Barre City	Doug Brent, Fire Chief	<input type="checkbox"/> Northfield	Lawrence Rutter
<input type="checkbox"/>	Joe Aldsworth	<input type="checkbox"/>	Jeff Schulz, Manager
<input checked="" type="checkbox"/> Barre Town	Carl Rogers, Town Manager/EMD	<input type="checkbox"/> Orange	Eric Holmgren
<input checked="" type="checkbox"/>	Joshua Martineau, Firefighter	<input checked="" type="checkbox"/>	Chris LaMonda
<input checked="" type="checkbox"/> Berlin	Bruce Richardson, EMD	<input type="checkbox"/> Plainfield	Sasha Thayer, Selectboard
<input checked="" type="checkbox"/>	James Pontbriand, Police Chief	<input type="checkbox"/>	Greg Light
<input type="checkbox"/> Cabot	Jenn Miner, EMD	<input type="checkbox"/> Roxbury	Mike Dickinson
<input type="checkbox"/>	Ruth Goodrich,	<input type="checkbox"/>	Shane Ryan
<input type="checkbox"/> Calais	Nick Emlen, EMD	<input type="checkbox"/> Waitsfield	Fred Messer, EMD

<input checked="" type="checkbox"/>	Betty Copeland	<input type="checkbox"/>	Mark Haviland, MRV Ambulance Service
<input type="checkbox"/>	Duxbury Mari Pratt	<input checked="" type="checkbox"/>	Warren Jeff Campbell, EMD
<input type="checkbox"/>	Courtney Guyette	<input type="checkbox"/>	Mark Haviland, MRV Ambulance Service
<input type="checkbox"/>	East Montpelier Seth Gardner, EMD/Selectboard Chair	<input type="checkbox"/>	Washington Ryan Bresette, EMD
<input type="checkbox"/>	Jon Boucher, EMC/Constable	<input checked="" type="checkbox"/>	Peter Carbee
<input type="checkbox"/>	Fayston Craig Snell, EMD	<input type="checkbox"/>	Waterbury Gary Dillon, Fire Dept.
<input type="checkbox"/>	Tripp Johnson, Fire Chief	<input checked="" type="checkbox"/>	Mike Bard, EMC
<input type="checkbox"/>	Marshfield Chris Martin	<input type="checkbox"/>	Williamstown Jackie Higgins, Manager
<input type="checkbox"/>	Will Scharwz	<input type="checkbox"/>	William Graham
<input type="checkbox"/>	Middlesex Peter Hood	<input type="checkbox"/>	Woodbury Vacant
<input checked="" type="checkbox"/>	Eric Metivier, Fire Chief	<input type="checkbox"/>	Deb Larose, EMT
<input type="checkbox"/>	Montpelier Bill Frasier, Manager	<input type="checkbox"/>	Worcester Ted Lamb
<input type="checkbox"/>	Vacant	<input type="checkbox"/>	John Kaeding
<input checked="" type="checkbox"/>	Moretown Stefan Pratt, EMD		
<input type="checkbox"/>	Cortney Guyette		

**Others Present:** Harry Schoppmann (VEM); Keith Cubbon (CVRPC); Chief Patrick McLaughlin (VT-Hazardous response team), Jonathon Scott (CVMC)



## Central Vermont Regional Emergency Management Committee (REMC)

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

**Plan Adoption Date:**

**Meeting Frequency:** Quarterly

**Leadership Roles:**

Role	Name
Chair	
Vice Chair	Stefan Pratt
Administrative Support	Keith Cubbon, Central Vermont Regional Planning Commission
Local Emergency Planning Commission Representative	Stefan Pratt
Threat/Hazard Inventory and Risk Assessment & Stakeholder Preparedness Review Representative	
Integrated Preparedness Plan Representative	Peter Carbee

**Voting Membership Contacts:**

City/Town	EMD or Designee Name and Contact Information	Emergency Services Representative Name and Contact Information
Barre City		Joseph Aldsworth <a href="mailto:Joseph.aldsworth@vermont.gov">Joseph.aldsworth@vermont.gov</a>
Barre Town	Chris Violette <a href="mailto:cviolette@barretown.org">cviolette@barretown.org</a>	Joshua Martineau <a href="mailto:jmartineau@barretown.org">jmartineau@barretown.org</a>
Berlin	Bruce Richardson <a href="mailto:bbrichardson@yahoo.com">bbrichardson@yahoo.com</a>	James Pontibriand <a href="mailto:James.pontibriand@vermont.gov">James.pontibriand@vermont.gov</a>



Cabot	Jenn Miner <a href="mailto:Willowreignsnana13@gmail.com">Willowreignsnana13@gmail.com</a>	Ruth Goodrich <a href="mailto:goodrichsmple@yahoo.com">goodrichsmple@yahoo.com</a>
Calais	Nick Emlen <a href="mailto:Nick.emlen@gmail.com">Nick.emlen@gmail.com</a>	Betty Copeland <a href="mailto:ukayak2@gmail.com">ukayak2@gmail.com</a>
Duxbury	Mari Pratt <a href="mailto:Mari.duxburyvt@gmail.com">Mari.duxburyvt@gmail.com</a>	Brian Robinson <a href="mailto:brianrduxbury@gmail.com">brianrduxbury@gmail.com</a>
East Montpelier	Seth Gardner <a href="mailto:manager@eastmontpeliervt.org">manager@eastmontpeliervt.org</a>	Jon Boucher <a href="mailto:quarefh@quareandsons.com">quarefh@quareandsons.com</a>
Fayston	Craig Snell <a href="mailto:snelldawg@hotmail.com">snelldawg@hotmail.com</a>	Tripp Johnson <a href="mailto:wffdir@outlook.com">wffdir@outlook.com</a>
Marshfield	Chris Martin <a href="mailto:Splitrockfarm802@gmail.com">Splitrockfarm802@gmail.com</a>	Will Scharwz <a href="mailto:wjs@fairpoint.net">wjs@fairpoint.net</a>
Middlesex	Peter Hood <a href="mailto:Peter.hood@middlesexvermont.org">Peter.hood@middlesexvermont.org</a>	Eric Metivier <a href="mailto:Mdlxk2@yahoo.com">Mdlxk2@yahoo.com</a>
Montpelier	Bill Frasier <a href="mailto:wfraser@montpelier-vt.org">wfraser@montpelier-vt.org</a>	Bob Gowans <a href="mailto:rgowans@montpelier-vt.org">rgowans@montpelier-vt.org</a>
Moretown	Stefan Pratt <a href="mailto:Spratt.moretownvt@gmail.com">Spratt.moretownvt@gmail.com</a>	Courtney Guyette <a href="mailto:Courtney.guyette@waterburyambulance.org">Courtney.guyette@waterburyambulance.org</a>
Northfield	Lawrence Rutter <a href="mailto:northfieldEMSchief@gmail.com">northfieldEMSchief@gmail.com</a>	Jeff Schulz <a href="mailto:jschulz@northfield.vt.us">jschulz@northfield.vt.us</a>
Orange	Eric Holmgren <a href="mailto:etholmgren@myfairpoint.net">etholmgren@myfairpoint.net</a>	Chris LaMonda <a href="mailto:clamonda@barretown.org">clamonda@barretown.org</a>
Plainfield	Sasha Thayer <a href="mailto:athayer@gmavt.net">athayer@gmavt.net</a>	Greg Light <a href="mailto:glightvt@icloud.com">glightvt@icloud.com</a>
Roxbury	Mike Dickinson <a href="mailto:Mdickinson76@gmail.com">Mdickinson76@gmail.com</a>	Shane Ryan <a href="mailto:shaneclorryan@gmail.com">shaneclorryan@gmail.com</a>
Waitsfield	Fred Messer <a href="mailto:fmesser@madriver.com">fmesser@madriver.com</a>	Mark Haviland <a href="mailto:mhappgap@madriver.com">mhappgap@madriver.com</a>
Warren	Jeff Campbell <a href="mailto:jcampbell@warrenvt.org">jcampbell@warrenvt.org</a>	Mark Haviland <a href="mailto:mhappgap@madriver.com">mhappgap@madriver.com</a>
Washington	Ryan Bresette <a href="mailto:Washington19k1@gmail.com">Washington19k1@gmail.com</a>	Peter Carbee <a href="mailto:Accuratecounts.vt@gmail.com">Accuratecounts.vt@gmail.com</a>
Waterbury	Gary Dillon <a href="mailto:waterburyfd@waterburyvt.com">waterburyfd@waterburyvt.com</a>	Mike Bard <a href="mailto:Michael.bard22@gmail.com">Michael.bard22@gmail.com</a>
Williamstown	Jackie Higgins <a href="mailto:twnmgr@williamstownvt.org">twnmgr@williamstownvt.org</a>	William Graham <a href="mailto:Wgrahamk5@gmail.com">Wgrahamk5@gmail.com</a>
Woodbury		Deb Larose <a href="mailto:Deborah.larose@vermont.gov">Deborah.larose@vermont.gov</a>



Worcester	Roger Strobridge <a href="mailto:stromon@myfairpoint.net">stromon@myfairpoint.net</a>	John Kaeding <a href="mailto:johnkaeding@gmail.com">johnkaeding@gmail.com</a>
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**Non-Voting Membership Contacts:**

Organization	Name and Contact Information
CVRPC	Keith Cubbon— <a href="mailto:cubbon@cvregion.com">cubbon@cvregion.com</a>
Vermont Emergency Management	Harry Schoppman— <a href="mailto:harry.schoppmann@vermont.gov">harry.schoppmann@vermont.gov</a>
Central Vermont Medical Center	Jonathon Scott— <a href="mailto:Jonathan.scott@cvmc.org">Jonathan.scott@cvmc.org</a>
Vermont National Guard	Jason Galipeau— <a href="mailto:Jason.Galipeau@us.af.mil">Jason.Galipeau@us.af.mil</a>
Vermont Emergency Management	Emily Harris- <a href="mailto:Emily.Harris@vermont.gov">Emily.Harris@vermont.gov</a>
VDH-public health Emergency Preparedness Specialist	Evelyn O'hara-Short-- <a href="mailto:evelyn.ohara-short@vermont.gov">evelyn.ohara-short@vermont.gov</a>

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

Regional coordination takes place on many levels between many agencies and organizations. Agencies or organizations that span across towns in the region and that have emergency management functions include: VTrans Districts, State Police barracks, EMS Districts, Department of Health districts, River Engineer districts, interlocal mutual aid agreements (primarily fire and highway departments) such as Capital Fire Mutual Aid, VT Department of Health, Green Mountain Power, Northfield Electric and Washington Electric Cooperative, US Forest Service, US Army Corps of Engineers, and Central Vermont Regional Planning Commission (CVRPC). Smaller emergencies may be handled within these without centralized state involvement, but larger incidents/events are coordinated via Vermont Emergency Management (VEM) at the State Emergency Operations Center (SEOC).

CVRPC has an active Memorandum of Agreement (MOA) with Vermont Emergency Management (VEM) to act as Local Liaisons in times of disaster. This is a 'pull/push' function,





in that it is primarily to pull local situational conditions together from towns EMD's or EMCs' to feed a state-level situation awareness capacity. However, the same process also involves disseminating state messages.

When a disaster is predicted to occur, or when it occurs, VEM notifies CVRPC that they are activated as Local Liaisons to collect information from its member municipalities. CVRPC reaches out to the three contacts listed on each municipality's Local Emergency Management Plan (LEMP) to gather each locality's information. CVRPC then pulls the gathered data together and relays it up to the State Emergency Operations Center (SEOC).

Each EMD works within his community to deal with their situation at the local level. When need outstretches local supply the EMD can then request assistance from either mutual aid agreements or from the state through the SEOC or the SEOC watch officer. Capital Fire Mutual Aid links many of our regions communities together to help fire departments with cooperative operations and facilities as are appropriate. Public works mutual aid agreements can allow road crews, equipment, and material to be used between communities when not required in the home community.

Regionally each town has its own shelters with a regional shelter capable of activating in larger emergencies. This provides a backstop when the emergency out stretches the local community's or communities' capacity for sheltering.

This process can take one or several days depending on the scale of the disaster, and may be repeated as disasters unfold to assess on the ground damages and needed resources.

CVRPC can also act to assist municipalities with recovery efforts beyond just data collection, including: conveying VEM messages, advising local EMDs, assisting VTHHS in Individual Assistance declarations, assisting towns on Public Assistance applications and documentation, and preparing and managing mitigation applications.

**Regional Resources:**

The regional resource section is to capture known resources that aren't currently listed in LEMPs. There is no expectation that RPCs or REMCs are pounding on doors for this, it is just resources that you are aware of which aren't captured in some other location.

For example of what you might see there – some regions have large employers who may be attending these REMC meetings and mentioning that they have equipment or people that could assist in a disaster, but there isn't a good way to capture that now.

**Regional Resources:**

Resource Description	Resource POC	Additional Information
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WEC	802-223-5245	
GMP	802-655-4411	Colchester control room
Northfield Electric	802-485-6060	
US Army Corps of Engineers	978-318-8238	
CVRPC	802-229-0389	
USFS	802-767-4261	Rochester Ranger Station
VTrans District 6	802-917-2879	
VT Dept of Health	802-479-4200	
ANR River Engineer-west	802-371-8342	Jaron Borg
ANR River Engineer-East	802-279-1143	Patrick Ross
Hazmat Response Team	800-641-5005	
SEOC watch officer	800-347-0488	
Vermont State Police	802-244-8727	

\*See accompanying excel file for Town equipment that is listed in 2022 LEMP NIMS tables.