**1. Emergency Management (EM) planners**

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| *These are the people who wrote and/or maintain this plan.* | |
| Selectboard | Road Crew |
| Marc Brown |  |
| Shane Lanphere |  |

**2. Municipal Emergency Operations Center (EOC)**

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| *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.* | | |
| Who, by position, can activate the EOC? | | EMD/Selectboard |
| ***Preferred EOC Positions and Duties*** | | |
| EOC Director  Marc Brown | 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 | |
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|  |  | |
|  |  | |
| ***Potential EOC Staff Members*** | | |
| *Name* | *Notes / Contact Information* | |
| Marc Brown | 802 626-7244 / 802 274-2850 | |
| Shane Lanpher FD | 802 473-8274 / 802 535-6828 | |
| Carol Rossi | 802 626-9094 | |
| Ann Lawless | 802 626-3109 / 802 291-4146 | |
|  |  | |
|  |  | |
| ***Primary EOC Location*** | | |
| Facility / Address: | Wheelock Town Clerk- 1192 VT-122, Wheelock VT 05851 | |
| Phone Numbers: | 802 626-9094 | |
| Equipment/Notes: | Radio, computers, landline telephone, fax, copier, internet, maps, generator | |
| ***Alternate EOC Location*** | | |
| Facility / Address: | Sheffield Town Clerk – 37 Dane Rd, Sheffield VT 05866 | |
| Phone Numbers: | 802 626-8862 | |
| Equipment/Notes: | Radio, computers, landline phone, internet, maps, generator | |

**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:  Marc Brown / Selectboard | |  |
| Emergency spending limits:  $5,000.00 |  | |
| ***Businesses with Standing Municipal Contracts*** | | |
| *Type of Contract* | *Name* | *Contact Info* |
| Fuel / Food / Water | Wheelock Store | 802 626-8030 |
| Heavy Equipment | L&P Excavation | 802 274-5419 |
| Diesel Fuel | Fred’s Plumbing & Heating | 802 626-5488 |
|  |  |  |
|  |  |  |
|  |  |  |
| ***Other Local Resources*** | | |
| *Type of Resources/Skills* | *Name* | *Contact Info* |
| MOU | Town of Sheffield | 802 626-5806 |
| MOU | Town of Lyndon | 802 626-5785 |
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| State support that is usually at no cost to the municipality:  • 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  State support the municipality will normally eventually have to pay for:  • Supplies and equipment (including sandbags)  • VTrans Equipment and Personnel  • Vermont National Guard Support | | |
| *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.* | | |

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| ***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** | **N/A** | **N/A** |  | Hydraulic Excavator, Large Mass Excavation | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Mobile Communications Center |  |  |  |  |  | Hydraulic Excavator, Medium Mass Excavation | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Mobile Communications Unit |  |  | **N/A** | **N/A** |  | Hydraulic Excavator, Compact | **N/A** | **N/A** | **N/A** | **N/A** |  |
| All-Terrain Vehicles | **N/A** | **N/A** | **N/A** | **N/A** |  | Road Sweeper | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Marine Vessels | **N/A** | **N/A** | **N/A** | **N/A** |  | Snow Blower, Loader Mounted | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Snowmobile | **N/A** | **N/A** | **N/A** | **N/A** |  | Track Dozer | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Public Safety Dive Team |  |  |  |  |  | Track Loader | **N/A** | **N/A** | **N/A** | **N/A** |  |
| SWAT/Tactical Team | **N/A** | **N/A** | **N/A** | **N/A** |  | Trailer, Equipment Tag-Trailer | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Firefighting Brush Patrol Engine | **N/A** | **N/A** | **N/A** | **N/A** |  | Trailer, Dump | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Fire Engine (Pumper) | 2 |  |  |  |  | Trailer, Small Equipment | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Firefighting Crew Transport |  |  |  | **N/A** |  | Truck, On-Road Dump | **N/A** | **N/A** | **N/A** | **N/A** | 2 |
| Aerial Apparatus, Fire |  |  |  |  |  | Truck, Plow | **N/A** | **N/A** | **N/A** | **N/A** | 2 |
| Foam Tender |  |  | **N/A** | **N/A** |  | Truck, Sewer Flusher | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Hand Crew | 1 |  |  |  |  | Truck, Tractor Trailer | **N/A** | **N/A** | **N/A** | **N/A** |  |
| HAZMAT Entry Team | **N/A** | **N/A** | **N/A** | **N/A** |  | Water Pumps, De-Watering | 2 |  |  |  |  |
| Engine Strike Team |  |  | **N/A** | **N/A** |  | Water Pumps, Drinking Water Supply - Auxiliary Pump |  |  |  |  |  |
| Water Tender (Tanker) | 1 |  |  |  |  | Water Pump, Water Distribution |  |  |  |  |  |
| Fire Boat |  |  |  | **N/A** |  | Water Pump, Wastewater |  |  |  |  |  |
| Aerial Lift - Articulating Boom | **N/A** | **N/A** | **N/A** | **N/A** |  | Water Truck |  |  |  | **N/A** |  |
| Aerial Lift - Self Propelled, Scissor, Rough Terrain | **N/A** | **N/A** | **N/A** | **N/A** |  | Wheel Dozer | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Aerial Lift - Telescopic Boom | **N/A** | **N/A** | **N/A** | **N/A** |  | Wheel Loader Backhoe | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Aerial Lift - Truck Mounted | **N/A** | **N/A** | **N/A** | **N/A** |  | Wheel Loader, Large | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Air Compressor | **N/A** | **N/A** | **N/A** | **N/A** | 2 | Wheel Loader, Medium | **N/A** | **N/A** | **N/A** | **N/A** | 1 |
| Concrete Cutter/Multi-Processor for Hydraulic Excavator | **N/A** | **N/A** | **N/A** | **N/A** |  | Wheel Loader, Small | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Electronic Boards, Arrow | **N/A** | **N/A** | **N/A** | **N/A** |  | Wheel Loader, Skid Steer | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Electronic Boards, Variable Message Signs | **N/A** | **N/A** | **N/A** | **N/A** |  | Wheel Loader, Telescopic Handler | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Floodlights | **N/A** | **N/A** | **N/A** | **N/A** |  | Wood Chipper | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Generator | **N/A** | **N/A** | **N/A** | **N/A** | 2 | Wood Tub Grinder | **N/A** | **N/A** | **N/A** | **N/A** |  |
| Grader | **N/A** | **N/A** | **N/A** | **N/A** | 1 |  |  |  |  |  |  |

\*Information about the NIMS Typed resources can be found at: <https://rtlt.preptoolkit.fema.gov>

\*Additional resource information is available on the FEMA Reimbursable Equipment List:<https://www.fema.gov/assistance/public/schedule-equipment-rates>

**4. Public Information and Warning**

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| *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.* | |
| VT-Alert message - State:  Other VT-Alert managers: | Vermont Emergency Management: 800-347-0488 |
| Important Local Websites /  Social Media channels: | https://townofwheelockvt.org/  <https://frontporchforum.com/wheelocksheffield/forum>  https://m.facebook.com/people/Wheelock-Community-Initiative-Town-News-and-Events/100067109312753/ |
| Local Newspaper, Radio, TV: | Caledonian Record  Magic 97.7- 802 626-9800  Kix 105.5- 802 748-2345  NVU College- 802 626-6413  Kingdon Access TV – 802 745-8100 x10  211 |
| Public Notice locations: | Wheelock Town Hall  Wheelock Transfer Station  South Wheelock Fire Station |
| *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.* | |
| To provide information for 2-1-1 | Dial 211 or (802) 652-4636 |

**5. Vulnerable Populations**

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| *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.* | |
| *Name / Notes* | *Contact Info* |
| CARE (Citizen Assistance Registration for Emergencies) | (Supporting PSAP) |
| Miller’s Run School | 802 626-9755 |
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**6. Shelters**

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| *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: | Burke Town School/ 3293 Burke Hollow Rd. W. Burke VT 05871 |
| Opening Contact: | State EOC, 800-347-0488; American Red Cross, 833-583-3111 |
| Phone Numbers: |  |
| ***Primary Local Shelter*** | |
| Location / Address: | Wheelock Town Hall / 1192 Rte. 122, Wheelock VT 05851 |
| Facility Contact(s): | State EOC,800 347-0488 / American Red Cross,802 660-9130 |
| Phone Numbers: | Marc 802 274-2850 or 802 626-7244; Clerk 802 626-9094 |
| Shelter Manager: | Cindy Brown- 802 274-2850 or 802 626-7244 |
| Staff Requirements: | 3 people |
| Services: | Warm/Cool Overnight Food Prep Healthcare |
| Notes: | Capacity:20 Generator? Y Pets Allowed? Y |
| ***Alternate Local Shelter*** | |
| Location / Address: | Lyndonville Fire Dept. / 316 Main St. Lyndonville VT 05851 |
| Facility Contact(s): | Chief Corrow |
| Phone Numbers: | 802 745-7376 |
| Shelter Manager: | Fire Dept. |
| Staff Requirements: | 5 |
| Services: | Warm/Cool Overnight Food Prep Showers Healthcare |
| Notes: | Capacity: 75 Generator? Y Pets Allowed? Y |

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

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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** | **Phone numbers - indicate Mobile, Home, Work** | | | **E-mail** |
| --- | --- | --- | --- | --- | --- |
| **Primary** | **Alternate** | **Alternate** |
| **Local Emergency Management Team** | | | | | |
| EMD | Marc Brown | 802 626-7244 | 802 274-2850 |  | Smokeeaterc1@gmail.com |
| EM Coordinator | Same |  |  |  |  |
|  |  |  |  |  |  |
| **Local Response Organization Contacts** | | | | | |
| Fire Chief | Shane Lanpher | 802 473-8274  (m) |  |  | [shanesconstruction@gmail.com](mailto:shanesconstruction@gmail.com)  [sheffieldwheelockfire@gmail.com](mailto:sheffieldwheelockfire@gmail.com) |
| Assistant/Deputy Fire Chief | Aaron Stetson | 802 745-7065  (m) |  |  |  |
| EMS Chief | Lyndon Rescue | 911 | 802 626-1101  (o) |  |  |
| Chief of Police or Constable |  |  |  |  |  |
| State Police or County Sheriff | State Police | 911 | 802 748-3111  (o) |  |  |
| Local Dispatch Center | St. Johnsbury Dispatch | 911 | 802 748-5050  (o) Emergency | 802 748-2825  (o) |  |
|  |  |  |  |  |  |
| **Local Public Works Contacts** | | | | | |
| Road Foreman | Selectboard |  |  |  |  |
| Road Commissioner | Selectboard |  |  |  |  |
| Town Garage |  | 802 626-1060 |  |  |  |
| Drinking Water Utility | Jim Blackbird | 802 535-2451  (m) |  |  | Homesrus2@gmail.com |
| Wastewater Utility |  |  |  |  |  |
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| **Municipal Government Contacts** | | | | | |
| Town Administrator |  |  |  |  |  |
| Town/City Manager |  |  |  |  |  |
| Selectboard Chair | Ann Lawless | 802 626-3109  (h) | 802 291-4146  (m) |  | alawless.townofwheelockvt@gmail.com |
| Selectboard Alt | Mike Richardson | 802 535-5729  (m) | 802 533-7133  (w) |  | roadyrichardson@gmail.com |
| Selectboard Alt | Jason Bora | 802 626-3605  (h) | 802 535-5729  (m) |  | [Jasonbora1971@gmail.com](mailto:Jasonbora1971@gmail.com) |
| Town Clerk | Carol Rossi | 802 626-9094  (h) |  |  | wheelocktown@gmail.com |
| Town Treasurer / Finance | Same |  |  |  |  |
| Town Health Officer | Peter Miller |  |  |  | springpromisefarm@yahoo.com |
| Forest Fire Warden | Charles Rice/Marc Brown | 802 318-6405  (m) | 802 274-2850  (m) |  | Smokeeaterc1@gmail.com |
| Animal Control Officer | Cindy Cady | 802 274-1296  (m) | 802 626-1152  (h) |  | Cadyc13@hotmail.com |
| School Contact #1 | Patrick Ham | 802 626-9755  (h) | 802 535-2265  (m) |  | pham@kingdomeast.org |
| School Contact #2 |  |  |  |  |  |
| School District Office | Kingdom East School District | 802 626-6100  (o) |  |  |  |
| Wheelock First Constable | Atti Seguin | 802-274-4178 (m) | 802-626-4648 (h) |  | attiseguin@gmail.com |
| Wheelock Second Constable | Charles Lacillade |  |  |  |  |
|  |  |  |  |  |  |
| **Other Contacts** | | | | | |
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