

Local Emergency Management Plan Municipal Adoption Form

Municipality	Middletown Springs
LEMP Adoption Date	May 28, 2026
NIMS Adoption Date	May 28, 2026
EMD Name	Robin Chesnut-Tangerman
Position	EMD
Primary Phone	802-282-5535
Alternate Phone	802-235-2050
Email	talisman@vermontel.net
Public contact information	802-282-5535
POC 2 Name	Carl Haynes
Position	Road Commissioner
Primary Phone	802-342-2759
Alternate Phone	
Email	cph3422759@gmail.com
POC 3 Name	Joe Castle
Position	Fire Chief
Primary Phone	802-235-2300
Alternate Phone	802-2352160
Email	chiefcastle1@gmail.com

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Vermont Emergency Management (VEM) Regional Coordinator by June 1st.

If VEM 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 who should have authoritative local information and authority to request resources are listed at right.



Local Emergency Management Plan (LEMP)

Required Elements

VEM will share the town's contact information with emergency partners who have a life safety need during an emergency.

☐ Mark this box to request Vermont Emergency Management not share the town's contact information with emergency partners (Dam owners, utility providers, elected officials, neighboring EMDs, American Red Cross, FEMA) outside of an emergency.

REMC Representatives	
REMC Emergency Services Appointee	Joe Castle
Email	chiefcastle1@gmail.com
EMD REMC Representative	Robin Chesnut-Tangerman
Email	talisman@vermontel.net

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

Signed* Robin Chesnut-Tangerman Printed Name: Robin Chesnut-Tangerman

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 at a **warned public meeting**, as stated above:

Signed* Robin Chesnut-Tangerman Printed Name: Robin Chesnut-Tangerman

Attesting individual must be a selectboard member, town manager, council member, city manager, mayor

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

*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.

Municipal Adoption	
☒	Completed Municipal Adoption Form
☐	Required Elements form (this page). If not using a VEM template, this form must include the page numbers where the LEMP Required Elements are listed in your plan.



Required Elements

LEMP Required Elements		Page # (if not using a template)
☐	Emergency Management planners	
	List of people who wrote or maintain the LEMP. Must include EMD.	
☐	Municipal Emergency Operations Center (EOC)	
	EOC activation authority (minimum 1)	
	EOC staff positions and corresponding duties (minimum 1)	
	Potential EOC staff members (minimum 1)	
	Facility information for potential EOC locations (minimum 1), including address, phone number, and available equipment	
☐	Resources	
	Emergency purchasing agent and spending limits	
	List of town or city owned resources, municipal contracts, or other local resources that can be used during an emergency (if any)	
	National Incident Management System (NIMS) Typed Resource List (if applicable)	
☐	Public Information and Warning	
	Local VT-Alert managers (if applicable)	
	Local website or social media information (if applicable)	
	List of local media outlets (if applicable)	
	Public notice sites (minimum 3 – 2 in town, 1 near town clerk's office)	
	Note that the public can call Vermont 2-1-1 for resources.	
☐	Organizations and communities requiring additional coordination	
	List of organizations or communities and contact method	
☐	Shelters	
	Local Shelter address, facility contact, shelter manager, staff requirements, services, daytime capacity, overnight capacity (if applicable) (minimum 1)	
☐	Contact Information	



Local Emergency Management Plan (LEMP)

Required Elements

	Local contacts for emergency management team, response organizations, public works, municipal government, and others including neighboring EMDs	
	Note that municipalities can call 1-800-347-0488 if they need assistance with a shelter, VTAlert, or resources, but they will usually have to pay for supplies, equipment, or personnel.	

Vermont Emergency Management (VEM) encourages municipalities to create and maintain optional LEMP annexes as required. See the VEM website for models and samples: <http://vem.vermont.gov>

Local Emergency Management Plan**1. Emergency management planners**

These are the people who wrote and maintain this plan. This must include the EMD.

Robin Chesnut-Tangerman, EMD
Reviewed by Select Board and Highway Commissioner

2. Municipal emergency operations center (EOC)

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.

Which municipal position(s) can activate the EOC?

- EMD
- Select Board Chair
- Fire Chief

Preferred EOC positions and duties

<i>Position title</i>	<i>Duties associated with that position</i>
EOC Operator	Directs all EOC activities coordinating municipal support and response. tracks and coordinates any Requests for Support (RFS), aligns emergency operations with other Town policies
Field Communications	Staffs phones, tracks and answers any Requests for Information (RFI), informs multiple agencies of current conditions and needs
Media/Social Media	Produces and posts public information and press releases.

Potential EOC staff members

<i>Name</i>	<i>Qualified position(s) and notes</i>
Robin Chesnut-Tangerman, EMD	Operator
Joe Castle, Fire Chief	Operator, Field Communications
Patty Kenyon, Town Clerk	Field Communications, Media

Terry Redfield, SB	Operator, Field communications
Carl Haynes SB/ Road Commissioner	Operator Field Communications
Isaac Yackel, SB	Field Communications
Chris Fenton, SB	Field Communications
Art Castle, Fire Dept	Field Communications
Primary EOC location	
Facility address:	Town Office, 5 South Street, Middletown Springs
Phone numbers:	802-235-2220
Equipment and notes:	☐ generator x ☐ internet x ☐ phone line x ☐ computers x ☐ copy machine ☐ projector or large screen x ☐ food prep - Minimal: microwave, break room fridge, water
Alternate EOC location (if applicable)	
Facility address:	Fire Department, 8 Firehouse Lane, Middletown Springs
Phone numbers:	802-235-2300 (station), 802-235-2160 (chief)
Equipment notes:	x ☐ generator x ☐ internet x ☐ phone line ☐ computers ☐ copy machine ☐ projector or large screen x ☐ food prep

3. Resources

Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.

Who is authorized to make emergency purchases and what are their spending limits. Please note the town is responsible for ensuring individuals listed in this plan are aware of and following these limits.

- Select Board - No limits aside from annual budget
- Highway Commissioner - \$10,000 under EOC conditions, \$2,000 otherwise
- Fire Chief - No limits aside from Fire Association annual budget

Please use the following sections to note resources you may need during a disaster, and how you would access them. Resources to consider include, but are not limited to, fuel for town vehicles, food, office supplies, plow trucks, dump trucks, generators, excavators, wood chippers, all-terrain vehicles, and signage.

Town or city owned resources (if applicable)

<i>Type of resource</i>	<i>Name</i>	<i>Contact information</i>
<i>Dump Trucks (3)</i>	<i>Owned by the Town</i>	<i>Town Garage, 801-235-2024</i>
<i>Front Loader</i>	<i>Operated by Highway Crew</i>	<i>Chuck Delpha, 802-417-4977</i>
<i>Backhoe</i>		<i>Philip Mahar 802-353-0762</i>
<i>1- ton Pickup</i>	<i>Chuck Delpha - Foreman</i>	
<i>Grader</i>	<i>Philip Mahar, Equip. Operator</i>	

Businesses with standing municipal contracts (if applicable)

<i>Type of resource</i>	<i>Name</i>	<i>Contact information</i>
<i>Fuel</i>	<i>Marcelle Fuels</i>	<i>802-775-5050</i>
<i>Loader/Grader Service</i>	<i>Winmill Equipment</i>	<i>802-775-6568</i>
<i>Truck Service</i>	<i>Earle's Truck Repair</i>	<i>802-773-9198</i>

Other local resources (if applicable)

<i>Type of resource</i>	<i>Name</i>	<i>Contact information</i>
<i>Type 1 Water Pumper (3)</i>	<i>Owned and Operated by MS Volunteer Fire Dept.</i>	<i>Firehouse, 802-235-2300</i>
<i>Type 3 Water Pumper</i>		<i>Chief Castle, 802-235-2160</i>
<i>Arial Ladder Truck</i>		

Snowmobile Trailer		
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 Special Teams • Swiftwater rescue teams (both local and VT-TF1) • Regional shelter support • Subject matter expertise from state government agency or federal response agency State support and resources the municipality will normally eventually have to pay for: • Supplies and equipment • VTrans equipment and personnel • Vermont National Guard support <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>		

National Incident Management System (NIMS) typed resources* (if applicable)											
Type	I	II	III	IV	Oth	Type	I	II	III	IV	Oth
Critical Incident Stress Management Team		N/A	N/A	N/A		Water Pumps, Drinking Water Supply, untreated					
Mobile Communications Center						Water Pump, Water Distribution					
Mobile Communications Unit (Law/Fire)			N/A	N/A		Water Pump, Wastewater					
Water Pumps, De-Watering					2	Water Valve Maintenance Truck				N/A	

*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

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.

Vermont Emergency Management (1-800-347-0488) can send VT-Alert messages on behalf of your community if you are unable to send them on your own.

Many communities have individuals who need translation services, are deaf or hard of hearing, or blind or visually impaired. Municipalities may use, at their own expense, statewide translation contracts on the [Buildings and General Services website](#) to meet these needs. Please consider what those needs may be, and how those needs can be met.

Local VT-Alert managers and managers of other notification systems (if applicable):	VT-Alert: EMD Rutland Public Works Mutual Aid EMD Fire Mutual Aid, Fire Chief
Important local websites or social media channels (if applicable):	Town Website, middletownsprings.vt.gov Front Porch Forum, middletownsprings@frontporchforum.com Town Facebook, facebook.com/middletownspringsvt MS Library News Alerts, middletownspringslibrary@gmail.com Fire Dept Facebook, facebook.com/middletown-springs-volunteer-fire-department-533229756765053
Local newspaper, radio, TV (if applicable):	Rutland Herald, 802-747-6121 Lakes Region Free Press, 518-642-1234
Public notice locations: These are physical locations that you are required to post meeting notices per 17 V.S.A. § 2641 . Two must be in town and the third must be in or near the town clerk's office.	• Town Office • Post Office • Crossman's General Store • Middletown Springs Public Library
<i>Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with many 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. Dial 211 or (802) 652-4636.</i>	

5. Organizations and communities requiring additional coordination.

This is the list of organizations that need extra communication and coordination from the local emergency operations center before, during, and after an emergency. This list should include all organizations the town needs to have enhanced communication with, including schools, daycares, nursing homes, organizations serving speakers of languages other than English, organizations serving New Americans, organizations serving unhoused individuals, mobile home parks, dams, facilities in hazardous areas, and communities that may need additional coordination. Individuals that need extra communication and coordination can be accessed through [Citizen Assistance Registration for Emergencies \(CARE\)](#). If necessary, the EOC may contact organizations and facilities, listed below, that serve populations that may be 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. Please ensure these contacts have updated EMD contact information.

<i>Organization or community</i>	<i>Contact information or method of coordination</i>	<i>Notes</i>
MS Elementary School	802-855-5155	Pre K through 6th grade and after school programs
CARE (Citizen Assistance Registration for Emergencies)	800-347-0488	Through VT Emergency Management
Rutland Region Medical Center	802-775-7111	Abby Spiegelman - Emergency Preparedness manager
Bayada Home Care	802-775-7272	
Bayada Home Care	802-774-5111	
Bayada Hospice	802-282-4122	
Rutland Mental Health	802-775-1000 (24 hour) 802-779-4383 (cell)	
CARN: Community Action Response Network	802-235-2335	Local Volunteer Emergency Community Network
Visiting Nurse Association and Hospice (RAVNA)	802-353-1052 (cell) 802-683-9041 (cell)	Nicole Moran - Clinical Operations Mike Delehanty - Safety & Security
VT Center for Independent Living	802-779-9021	
SW VT Council on Aging	802-772-7828 (M-F 8-4) 802-734-0484 (cell)	Courtney Anderson, director of Nutrition, Wellness, and Community Services

United Way Of Rutland Co.	802-773-7477	

6. Shelters

During some emergencies, the EOC will monitor or coordinate support for individuals who are displaced. When multiple locations are available, shelters should be selected based on how individuals can access that location during a variety of disasters, how food and other resources can be provided at that location, and which services (food, generator, etc.) are available on site or within close proximity.

Spontaneous sheltering

- Determine the approximate number of people who need sheltering.
- Call the state EOC or VEM watch officer at 800-347-0488 and request support. This support may be in the form of a regional shelter.
- Track the status of residents who need shelter until their situation stabilizes.

Primary local shelter

This must be a location that your city or town has the authority to open

Location and address:	MS Elementary School, 15 School Street
Facility contact(s):	Principal - Jessica Billingsby, 802-855-5155
Shelter manager:	Principal - Jessica Billingsby
Staff requirements:	2 people
Services (select all the apply):	☒ Warming center ☐ Showers ☒ Cooling center ☐ Generator ☒ Overnight shelter ☒ Pets allowed ☒ Food preparation
Daytime capacity:	100
Overnight capacity: (if applicable)	+/- 30
Notes:	ARC Managed (shelter #61538) - agreement needs renewal

Alternate local shelter (if applicable)

Location and address:	MS Community Church
Facility contact(s):	Dave Carr, 802-235-2193; Stan Achey, 802-235-2434
Shelter manager:	Dave Carr
Staff requirements:	3 people

Services (select all that apply):	☐ Warming center ☐ Cooling center ☒ Overnight shelter ☒ Food preparation	☐ Showers ☐ Generator ☐ Pets allowed
Daytime capacity:	125	
Overnight capacity:	?	
Notes:	ARC Managed (Shelter #61535) - agreement needs renewal	

Annexes (Optional, create and letter as needed)

Rutland Region Public Works Mutual Aid Agreement
Rutland Vulnerable Populations Communication Protocol
Hot Weather Response Annex

See the Vermont Emergency Management (VEM) web site at <https://vem.vermont.gov> for samples and examples of annexes such as: forms, delegations of authority, incident-specific plans, checklists, matrices, animal disaster references, etc.

Contact Information

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternat e	Alternat e	
Local emergency management team					
EMD	Robin Chesnut-Tangerman	282-5535	235-2050		talisman@vermontel.net
EOC staff	Patty Kenyon	235-2220 (office)	235-2707 (home)	558-4214 (cell)	middletown@vermontel.net
EOC staff	Terry Redfield	235-2084			used2byoungbuck54@gmail.com
EOC staff	Carl Haynes	342-2759			cph3422759@gmail.com
EOC staff	Isaac Yackel	287-1080			iyackel28@gmail.com
EOC staff	Chris Fenton	235-2264			fentoch350@gmail.com
Local response organization contacts					
Fire chief	Joe Castle	235-2160 (home)	235-2300(fire house)		
Assistant or deputy fire chief	Joe Parker	235-1585			
EMS chief	Poultney First Response	287-9510			
Chief of police or constable	N/A				
State police or county sheriff	Rutland Co Sheriff	775-8002			
Local dispatch center	VT SP Rutland Barracks	722-4628			

Contact Information

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Local public works contacts					
Road foreman	Chuck Delpha	417-4977			
Road commissioner	Carl Haynes	342-2759			cph3422759@gmail.com
Town garage	Chuck Delpha Philip Mahar				
Drinking water utility	N/A				
Wastewater utility	N/A				
Municipal government contacts					
Town administrator	N/A				
Town or city manager	N/A				
Selectboard chair	Robin Chesnut-Tangerman	282-5535			talisman@vermontel.net
Selectboard alt	Isaac Yackel	287-1080			iyackel28@gmail.com
Selectboard alt	Chris Fenton	345-7327			fentoch350@gmail.com
Town clerk	Patty Kenyon	235-2220	235-2707		middletown@vermontel.net
Town treasurer or finance	Jenny Talke Munyak	235-3256			mtstreasurer@vermontel.net
Town health officer	Robin Chesnut-Tangerman				talisman@vermontel.net

Contact Information

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Forest fire warden	James Reed		558-4239		reedredneckemt@aol.com
Animal control officer	James Reed		558-4329		reedredneckemt@aol.com
School contact #1	Jessica Billingsby	855-5155			mess.grcsu.org
Greater Rutland Supervisory Union	Christopher Sell	775-4342			
School district office					
Other contacts (including neighboring EMDs)					
Tinmouth EMD	Ray Pratt	446-2093			raypratt@vermontel.net
Pawlet EMD	Bob Morlino	325-2116			robertm850@aol.com
RRPC, Emergency Planner	Maggie O'Brien	775-0871			maggie@rutlandrpc.org