

Municipality: Craftsbury Date Updated 10/4/2022

Local Emergency Management Plan

1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Michelle Warren, Town Clerk/Treasurer	
Bruce Melendy-NVDA	
Bruce Urie-Select Board Chair/EMD	

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?	
Preferred EOC Positions and Duties	
EOC Director Bruce Urie (802) 755-6713H/ (802) 696-9573C	Supervises and directs all EOC activities coordinating municipal support and response
Potential EOC Staff Members	
<i>Name</i>	<i>Notes / Contact Information</i>
Rudy Chase (802) 586-2294H	Staffs phones and radio
Elizabeth Urie (802) 755-6713	Tracks and answers any Requests For Information (RFI)
Michelle Warren (802) 586-2823W/ (802) 696-2131C	Tracks and coordinates any Requests For Support (RFS)/Finances
Bruce Urie (802) 755-6713/ (802) 696-9573C, James Jones (802) 586-2292H & Susan Houston (802) 586-2873H	Produces and posts public information and press releases
Primary EOC Location	
Facility / Address:	Craftsbury Town Clerk's Office, 85 South Craftsbury Road, Craftsbury VT
Phone Numbers:	(802) 586-2823
Equipment/Notes:	Telephone, Internet, Fax, Restroom, Mini-Refrigerator, Microwave, Generator, Radio Communications
Alternate EOC Location	
Facility / Address:	Craftsbury Academy
Phone Numbers:	(802) 586-2541/(802) 586-7524
Equipment/Notes:	Telephone, Internet, Fax, Restrooms, Showers, Kitchen

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:		
Emergency spending limits:	\$1,000.00	
Businesses with Standing Municipal Contracts		
<i>Type of Contract</i>	<i>Name</i>	<i>Contact Info</i>
Other Local Resources		
<i>Type of Resources/Skills</i>	<i>Name</i>	<i>Contact Info</i>
Hardware/Building Supplies	Aubuchon Hardware, Hardwick	(802) 472-6600
Hardware/Building Supplies	Poulin Lumber, Hardwick	(802) 472-5581
Hardware/Food/Water/Sandwiches	Willey's Store, Greensboro	(802) 533-2554
Hot Food/Water/Sandwiches	Craftsbury General Store	(802) 586-2240
Hot Food/Water/Sandwiches	C. Village Store	(802) 586-2554
Sand/Gravel/Heavy Equipment	Davis Gravel Pit	(802) 586-2511
Fuel	Craftsbury Garage	(802) 586-2511
State support that is usually at no cost to the municipality: <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 State support the municipality will normally eventually have to pay for: <ul style="list-style-type: none"> • Supplies and equipment (including sandbags) • 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*											
Type	I	II	III	IV	Other	Type	I	II	III	IV	Other
Critical Incident Stress Management Team						Hydraulic Excavator, Large Mass Excavation					
Mobile Communications Center						Hydraulic Excavator, Medium Mass Excavation					
Mobile Communications Unit						Hydraulic Excavator, Compact					
All-Terrain Vehicles						Road Sweeper					
Marine Vessels						Snow Blower, Loader Mounted					
Snowmobile						Track Dozer					
Public Safety Dive Team						Track Loader					
SWAT/Tactical Team						Trailer, Equipment Tag-Trailer	1	1			
Firefighting Brush Patrol Engine						Trailer, Dump		2	1		
Fire Engine (Pumper)	1	1				Trailer, Small Equipment					
Firefighting Crew Transport						Truck, On-Road Dump					
Aerial Apparatus, Fire						Truck, Plow					
Foam Tender						Truck, Sewer Flusher					
Hand Crew						Truck, Tractor Trailer					
HAZMAT Entry Team						Water Pumps, De-Watering					
Engine Strike Team						Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)	1					Water Pump, Water Distribution					
Fire Boat						Water Pump, Wastewater					
Aerial Lift - Articulating Boom						Water Truck					
Aerial Lift - Self Propelled, Scissor, Rough Terrain						Wheel Dozer					
Aerial Lift - Telescopic Boom						Wheel Loader Backhoe					
Aerial Lift - Truck Mounted						Wheel Loader, Large					
Air Compressor						Wheel Loader, Medium					
Concrete Cutter/Multi-Processor for Hydraulic Excavator						Wheel Loader, Small	1				
Electronic Boards, Arrow						Wheel Loader, Skid Steer					
Electronic Boards, Variable Message Signs						Wheel Loader, Telescopic Handler					
Floodlights						Wood Chipper					
Generator						Wood Tub Grinder					
Grader	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

<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 / Social Media channels:	Front Porch Forum, Facebook, Town of Craftsbury Website
Local Newspaper, Radio, TV:	Caledonian Record Newspaper, Barton Chronicle, Hardwick Gazette, WVLB FM 93.9, WDEV AM 550, WCAX TV
Public Notice locations:	Craftsbury Town Clerk's Office, C. Village Store, Craftsbury General Store
<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

<i>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>	
<i>Name / Notes</i>	<i>Contact Info</i>
CARE (Citizen Assistance Registration for Emergencies)	(Supporting PSAP)
Childcare: Craftsbury Saplings, 1773 E Craftsbury Rd	Melissa Jacobs (802) 586-2875
Craftsbury Community Care Center, 1784 E Craftsbury Rd	Kim Roberge (802) 586-2414 (802) 586-2415 (802) 673-7230
Craftsbury Elementary School/Preschool, 84 N Craftsbury Rd	Ryan Bjerke (802) 586-9671
Craftsbury Academy, 1422 N Craftsbury Rd	Ryan Bjerke (802) 586-2541 (802) 586-7524
Sterling College, 16 Sterling Drive	Kelly Jones (802) 586-7711 ex 119

6. Shelters

<i>During some emergencies, the EOC will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.</i>	
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:	North Country Union High School, 209 Veterans Avenue, Newport, VT
Opening Contact:	State EOC, (800) 347-0488; American Red Cross, (802) 660-9130
Phone Numbers:	(802) 334-7921
Primary Local Shelter	
Location / Address:	Craftsbury Academy, 1422 North Craftsbury Road
Facility Contact(s):	Ryan Bjerke
Phone Numbers:	(802) 586-2541/(802) 586-7524
Shelter Manager:	Jeremiah McCann
Staff Requirements:	Minimum of 2
Services:	Warm/Cool Overnight Food Prep Showers Restrooms
Notes:	Capacity: 120 Generator? N Pets Allowed?
Alternate Local Shelter	
Location / Address:	
Facility Contact(s):	
Phone Numbers:	
Shelter Manager:	
Staff Requirements:	
Services:	
Notes:	

Annexes (Optional, create and letter as needed)

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.

Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Local Emergency Management Team					
EMD	Bruce Urie	(802) 755-6713H	(802)696-9573C		bruceurie@gmail.com
EM Coordinator					
Local Response Organization Contacts					
Fire Chief	Jeremiah McCann	(802) 673-7971C			Bullfrog518@yahoo.com
Assistant/Deputy Fire Chief	Steve Perkins	(802) 456-7427C			steveperkinsk4@gmail.com
EMS Chief					
Chief of Police or Constable	Eric Britton	(802) 730-9900C			shmoodog@myfairpoint.net
State Police or County Sheriff	VSP-Derby; Orleans Cty Sheriff's Dept	(802) 334-8881 (802) 334-3333			
Local Dispatch Center	Williston PSAP	(802) 334-8881			
Local Public Works Contacts					
Road Foreman	Steve Marckres	(802) 586-9936H	(802)586-2271W		
Road Commissioner					
Town Garage	Craftsbury Town Garage	(802) 586-2271			
Drinking Water Utility	Steve Smith	(802) 586-2859			
Wastewater Utility					
Municipal Government Contacts					
Town Administrator					
Town/City Manager					
Selectboard Chair	Bruce Urie	(802) 755-6713H	(802)696-9573C		bruceurie@gmail.com
Selectboard Co-Chair	James Jones	(802) 586-2292H			
Selectboard	Susan Houston	(802) 586-2873H			mapleleaflamas@gmail.com
Town Clerk	Michelle Warren	(802) 586-9632H	(802)696-2131C	(802)586-2823W	craftsbury@gmail.com

Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Town Treasurer / Finance	Michelle Warren	(802) 586-9632H	(802)696-2131C	(802)586-2823W	craftsbury@gmail.com
Town Health Officer	Tim Fritz	(802) 586-2887H			
Forest Fire Warden	Andrew Marckres	(802) 279-5494C			
Animal Control Officer	Kelly Carpenter	(802)754-2515C			
School Contact #1	Craftsbury Elementary	(802) 586-9671			
School Contact #2	Craftsbury Academy	(802) 586-2541	(802) 586-7524		
School District Office	Orleans Southwest Supervisory Union	(802) 472-6531			
Other Contacts					