Local Emergency Management Plan Municipal Adoption Form

Town of Mount Holly
50 School Street
Mount Holly, Vermont 05758

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 Select Board/city council meeting), the municipality adopted the Local Emergency Management Plan (LEMP) on the date shown at right.

At a warned public meeting (regular Select Board/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 Mount Holly
LEMP Adoption Date	April 13, 2021
NIMS Adoption Date	May 14, 2019
EMD Name	Jeff Chase
Position	EMD
Primary Phone	H: 802-259-2633
Alternate Phone	M: 802-282-1607
Email	Jeff@chasevermont.com
POC 2 Name	Russ Garrow
Position	EMC
Primary Phone	M: 802-558-5996
Alternate Phone	H: 802-259-3167
Email	russgarrowvt@gmail.com
POC 3 Name	Clinton Woolley
Position	Road Foreman
Primary Phone	W:802-259-3179
Alternate Phone	H:802-259-2791
Email	mthollyroads@vermontel.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*_____

_____Russ Garrow_____
Printed Name; certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

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

Signed*_____

_____Jeff Chase_____
Printed Name, Selectboard / council member

Once completed, send adoption form 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.

Required Elements

Municipal Adoption		
	Municipal Adoption Form	
	☒	Municipal adoption of National Incident Management System (NIMS)
	☒	Contact information for local authorities during an emergency
	☒	Certification that LEMP meets Vermont NIMS / Implementation Guidance
	☒	LEMP adoption by local Select Board / city council (annual)
	☒	Submission of LEMP to Regional Planning Commission (RPC)
LEMP Required Elements		
	Planners	
	☒	List of people who wrote / maintain the LEMP
	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)
	Resources	
	☒	Emergency purchasing agent and spending limits (if any)
	☒	List of standing municipal contracts that can be used during an emergency
	☒	National Incident Management System (NIMS) Typed Resource List
	☒	List of other local resources that could be used during an emergency
	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
	Vulnerable Populations	
	☒	List of organizations/facilities that serve local vulnerable populations
	☒	Identification and monitoring process
	Shelters	
	☒	Spontaneous and regional shelter information
	☒	Opening information for local shelters (if any)
	☒	Service information for local shelters (if any)
	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

1. Overview:
1.1 Purpose: This is the Local Emergency Management Plan (LEMP) for Mount Holly. It outlines how the municipal government will coordinate support from an Emergency Operations Center (EOC) and, if necessary, direct actions from an Incident Command Post (ICP). This is not a tactical plan for first response fire, emergency medical service, or law enforcement issues. This base document details general municipal Emergency Management activities, while the enclosures and (optional) annexes provide quick reference materials for specific tasks and incidents.

1.2. Emergency Management (EM) planners:

These are the people who wrote and/or maintain this plan.	
Russ Garrow	David Johnson
Jennifer Matthews	Craig Hutt Vater
Mark Turco	Clinton Woolley
Jeff Chase	

2. Normal Operations
Town officials get information from many sources, including TV, radio, newspapers, websites, email, emergency dispatch, and personal interactions and observations. The Fire Chief, Road Foreman, and Emergency Management Director are the primary information collectors and coordinate as required. Residents and transients may also call various offices with observations and reports about emergency situations; town staff and the Select Board should forward those reports to the appropriate official.

Responding organizations will not normally alert others to incidents that do not exceed their capabilities. For example, the Fire Chief will not notify the town about every fire; the Road Foreman will not alert the town for every snowstorm.

As an incident develops, the EMD or Incident Commander must validate the accuracy of reports and the severity of the situation to assess the risk to the town and the need for broader coordination. If the developing incident appear it might affect the whole town, reports should go to the EMD. The EMD, in turn, will keep the Select Board, the Road Foreman, and the Fire Chief informed as appropriate.

3. Municipal Emergency Operations Center (EOC) Activation
The EOC should activate when there is an incident that requires significant coordination between responders, municipal officials, and/or residents.
Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information. This

plan routinely uses the term EOC, but in some cases the municipal EOC may also serve as the municipal Incident Command Post (ICP).

The EMD or EMC makes the decision to activate the EOC. These are common reasons to open the EOC.
- Request from an Incident Commander
- Request from Road Foreman
- Directive from Select Board
- Weather forecast that may lead to widespread damage

Primary EOC Location	
Facility / Address:	Mount Holly Town Office @ 50 School Street
Phone Numbers:	802-259-2391
Equipment/Notes:	Computer, radio, telephone, internet, maps
Alternate EOC Location	
Facility / Address:	Belmont Fire Station on Church Street
Phone Numbers:	802-259-7050
Equipment/Notes:	Back-up generator Computer, radio, telephone, maps

EOC Operating Structure
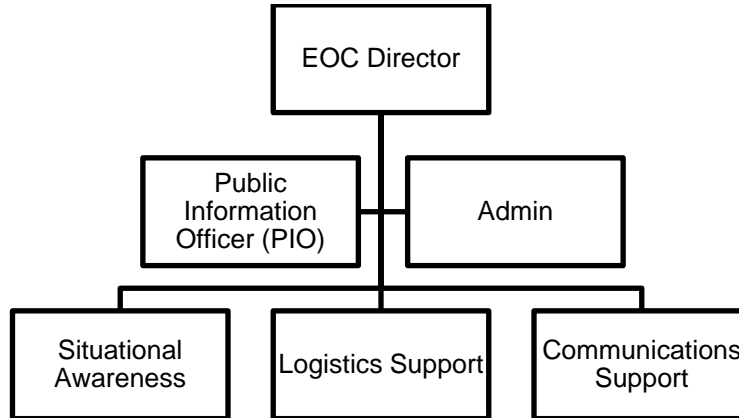
Position	Job Description
EOC Director	- Supervises and directs all EOC activities coordinating municipal support and response
Public Information Officer	- Coordinates all messaging with Incident Commander(s) - Produces and posts public information and press releases - Monitors public media for useful information and to correct inaccurate reports
Admin	- Maintains operations log - Supports incident commanders in documenting expenses for reimbursement

Position	Job Description
Situational Awareness	- Updates status board and map - Tracks and answers any Requests For Information (RFI) from Incident Commander(s) and town officials
Logistics Support	- Tracks and coordinates fulfillment of any Requests For Support (RFS) from Incident Commander(s) - Provides resources for the EOC itself (e.g. coffee, food, sleeping areas, batteries, fuel for generator, …)
Communications Support	- Staffs phones and radio

Potential EOC Staff Members	
Name	*Notes / Contact Information*
Russ Garrow	EMC @ 802-558-5996 (m), 802-259-3167 (h)
Carol Woolley-Garrow	Town Clerk @ 802-259-2391 (w), 802-259-2791 (h)
David Johnson	Town Treasurer @ 802-259-2391 (w)
Paul Faenza	Constable @ 802-353-8347 (m), 802-259-4100 (h)
Mark Turco	Select Board Member @ 802-259-7800 (h), 802-772-5370(m)
Jeff Chase	EMD, Select Board Member @ 802-259-2633 (h), 802-282-1607(m)
Jennifer Matthews	Select Board Member @ 802-259-2529 (h)

4. Emergency Operations.

This plan provides the general operating framework for municipal Emergency Management for events that require some form of municipal Emergency Operations Center (EOC) or Incident Command Post (ICP), not for emergencies that the on-scene Incident Command structure can handle internally.

4.1 Incident Command and the Emergency Operations Center (EOC). Each incident must have an incident commander (IC) in charge of the response. The IC will be chosen on qualifications and experience. In some cases, the EOC will support the ICs, but in some cases the EOC may also be the municipal ICP.

4.2 Maintaining Situational Awareness. The EOC tracks events and response actions for municipal leaders. Tools for maintaining situational awareness include:

1. Operations Log - A log of all significant activities, decisions, and communications.
2. Map - A large map will be used to track events geographically in the EOC.
3. Information Request Tracker – A list of all information requests and their status/answers.

4. Damage Report – A list of damaged infrastructure will be maintained to facilitate funding requests during the recovery.

4.3 Resource Requests. As ICs identify resource needs, the EOC will record them on Resource Request Tracker, try to fulfill them locally, and if necessary, request them through the State EOC.

Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.		
Purchasing agents for emergencies: Road Foreman, Clinton Woolley with review by Select Board for purchases over $1,000.00		
Emergency spending limits: The Select Board may award contracts and make purchases for the purpose of meeting the public emergency without complying with the bid process. Emergency expenditures may include immediate repair or maintenance of town property, vehicles, or equipment if the delay in such repair or maintenance would endanger persons or property or result in substantial impairment of the delivery of important Town services.		
Businesses with Standing Municipal Contracts		
Type of Contract	*Name*	*Contact Info*
Propane	Cota & Cota	802-228-8866
Diesel Fuel & Heating Oil	Marcell Oil	802-775-5050
Electricity	Green Mtn. Power	888-835-4672
Emergency Services (mutual aid)	Regional Ambulance Service, Inc.	802-773-1746
Fire Fighting (mutual aid)	Ludlow Fire Dept.	802-228-2211
Other Local Resources		
Type of Resources/Skills	*Name*	*Contact Info*
Trucking & Excavating	Beardmore Excavating	802-342-3507
Tree Cutting & Removal	Green Mtn. Tree Tech	802-259-8733
Road Repair	Markowski Excavating	802-483-6469
Trucking	Norton Property Mgmt.	802-259-3108
Road Materials	Wallingford Crushed Stone	802-446-2045
Misc. Services	Yankee Home Mgmt.	802-259-3064
Culvert Materials	Ferguson Water Works	802-747-7555
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		

4.4. 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.

VT-Alert message - State: Other VT-Alert managers:	Vermont Emergency Management: 800-347-0488
Important Local Websites / Social Media channels:	www.mounthollyvt.org, www.facebook.com/mounthollyvt
Local Newspaper, Radio, TV:	Vermont Journal, Okemo Valley TV, WCAX news@wcax.com, VPR news@vpr.net
Public Notice locations:	Bulletin Boards @ Town Office, Mount Holly Post Office & Belmont Post Office, Activated shelters (potential sites Mount Holly Elementary School, Belmont Fire Station on Church St, Odd Fellows Hall on Lake Street
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	

4.5 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. Please see Annex 4 for Communication Protocol.

Name / Notes	Contact Info
Mount Holly School @ 802-259-2392	Craig Hutt Vater
CARE (Citizen Assistance Registration for Emergencies)	800-347-0488
ARC Rutland Area / Ross Almo (24-hour)	802-345-6692 (mobile)
Bayada Home Health	802-775-7272
Bayada Home Care	802-774-5111
Bayada Hospice	802-282-4122
Rutland Mental Health / Emergency Services (24-hour)	802-775-1000
Rutland Regional Medical Center / Beth Winter	802-342-6460
Southwest Council on Aging / Helpline (8-4 M-F)	800-642-5119

Dana McMahon, Rutland Aging Services Director	802-345-3928
Courtney Anderson, Nutrition Director	802-734-0484
Rosemary Greene, Business Operations Director	802-236-0784
Chris Adams, Development & Communications Director	802-236-1560
VNA & Hospice / Nicole Moran (24-hour)	802-774-8024 (mobile)
Vermont Association for the Blind and Visually Impaired / Steven Pouliot	802-863-1358 x233
Black River Good Neighbor	802-228-3663
Bone Builders, Judy Nevin	802-259-2443

4.6 Shelters

During some emergencies, the EOC will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.

Spontaneous Sheltering	
• 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:	Rutland High School / 22 Stratton Road, Rutland
Opening Contact:	State EOC 800-347-0488 American Red Cross 802-660-9130
Phone Numbers:	Glenn Scott, Shelter Manager 802-236-8266 Additional Numbers: 802-773-1983 / 802-770-1199
Primary Local Shelter	
Location / Address:	Mount Holly School @ 150 School Street
Facility Contact(s):	Craig Hutt Vater, Al Lewis, Dennis Cointreau
Phone Numbers:	Craig @ 860-371-6769 (m) or 802-492-3888 (h); Al @ 802-259-2380 (h); Dennis @ 802-446-9686 (h) or 203-731-0491 (m)
Shelter Manager:	Craig Hutt Vater or Al Lewis (alternate)
Staff Requirements:	TBD
Services:	Warm/Cool Overnight Food Prep ~~Showers~~ Healthcare
Notes:	Red Cross Shelter #51818 / Agreement Dated 3/29/00 Capacity: 100 Generator? No Pets Allowed? No
Alternate Local Shelter 1	
Location / Address:	Belmont Fire Station on Church Street
Facility Contact(s):	Brian Buffum
Phone Numbers:	802-683-9988(m), 802-259-2458 (h), 802-259-7050 @ firehouse
Shelter Manager:	Brian Buffum
Staff Requirements:	TBD
Services:	Warm/Cool Overnight Food Prep ~~Showers~~ ~~Healthcare~~
Notes:	Capacity: 40 Generator? Yes Pets Allowed? Yes

Alternate Local Shelter 2	
Location / Address:	Odd Fellows Hall on Lake Street
Facility Contact(s):	Dennis Devereux
Phone Numbers:	802-259-2460
Shelter Manager:	Dennis Devereux
Staff Requirements:	TBD
Services:	==Warm/Cool== ==Overnight== ==Food Prep== ~~Showers~~ ~~Healthcare~~
Notes:	Red Cross Shelter #51821 / Agreement Dated 7/19/10
	Capacity: 70 Generator? No Pets Allowed? Yes

4.7 Update Briefings. Every day the EOC will conduct full update briefings for the staff, Select Board, and other key leaders. Depending on the emergency this may occur several times a day to set goals for the day, synchronize activities, review the day's events, or as needed. The normal format is as follows.

- Overview (EOC Director)
- Current situation (Situational Awareness)
- Resource issues (Logistics Support)
- Incident / Operations updates and issues
- Priorities and general comments (Select Board)

5. Demobilization.

5.1. Decision to Demobilize. The EOC Director will demobilize the EOC based on the situation and operational objectives. Typical conditions for demobilization include:

- All first responders are demobilized or returned to normal work schedules
- All emergency issues for people within the town are resolved or completely transitioned to an appropriate service agency
- There are less than 10 customers without power in the town, and none of them have unresolved support issues because of the outage
- There are less than 5 homes that are inaccessible by road, and none of the occupants have unresolved support issues

5.2. Demobilization Process.

- Notify Select Board, Fire Department, Road Foreman, and State EOC that local EOC is shutting down
- Collect and file all EOC documentation for the incident
- Clean and put away all EOC equipment and supplies
- Identify any supply or equipment needs for the next EOC activation
- Release EOC staff and secure facility

5.3. Transition to Recovery. If necessary, the Select Board appoints a Recovery Officer as the Incident Commander for recovery. The EOC Director makes all incident related documentation available to the Recovery Officer. The Recovery Officer establishes a Recovery Committee as his/her staff and sets operational objectives and meetings and tasks as required to achieve the objectives.

Enclosures
1. NIMS Resources
2. Contact Information

Annexes (Optional, create and letter as needed)

1.	Communications Plan
2.	Rutland Region Public Works Mutual Aid Agreement
3.	Debris Management Plan
4.	Vulnerable Populations Communication Protocol

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.

Enclosure 1
NIMS Resources

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	1	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	1	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	4
Aerial Apparatus, Fire						Truck, Plow	N/A	N/A	N/A	N/A	1
Foam Tender			N/A	N/A		Truck, Sewer Flusher	N/A	N/A	N/A	N/A	
Hand Crew						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					
Engine Strike Team			N/A	N/A		Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)	2					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		Wheel Loader, Medium	N/A	N/A	N/A	N/A	
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	1
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	1
Generator	N/A	N/A	N/A	N/A		Wood Tub Grinder	N/A	N/A	N/A	N/A	
Grader	N/A	N/A	N/A	N/A	1	**N/A means FEMA does not NIMS Type this piece of equipment.**					

*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

Enclosure 2
Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	**Alternate**	**Alternate**	
Local Emergency Management Team					
EMD	Jeff Chase	802-259-2633 (h)	802-282-1607 (m)		jeff@chasevermont.com
EM Coordinator	Russ Garrow	802-558-5996 (m)	802-259-3167 (h)		russgarrowvt@gmail.com
Local Response Organization Contacts					
Fire Chief	Brian Buffum	802-683-9988 (m)	802-259-2458 (h)		Vtredneck1984@aol.com
Assistant/Deputy Fire Chief	Keith Hawkins	802-259-3064 (w)			
Rescue Squad	Kristen Veysey	802-259-2611 (h)	802-259-2392 (w)		kristin.veysey@mhvrs.org
Chief of Police or Constable	Paul Faenza	802-353-8347 (m)	802-259-4100 (h)	802-228-7878 (w)	Pfaenza47@yahoo.com
County Sheriff	David Fox	802-775-8002 (o)			David.j.fox@vermont.gov
Local Public Works Contacts					
Road Foreman	Clinton Woolley	802-259-3179 (w)	802-259-2791 (h)		mthollyroads@vermontel.net
Town Garage	Clinton Woolley	802-259-3179 (w)	802-236-4758 (m)		mthollyroads@vermontel.net
Drinking Water Utility	n/a				
Wastewater Utility	n/a				
Municipal Government Contacts					
Town Administrator	n/a				
Town/City Manager	n/a				
Selectboard	Mark Turco	802-259-7800 (h)	802-772-5370 (m)		papajonsss@vermontel.net
Selectboard	Jeff Chase	802-259-2633 (h)	802-282-1607 (m)		jeff@chasevermont.com
Selectboard	Jennifer Matthews	802-259-2529 (h)	802-259-2391 (w)		matthewsinmountholly@gmail.com
Town Clerk	Carol Woolley-Garrow	802-259-2791 (h)	802-259-2391 (w)		mthollytc@yahoo.com
Town Treasurer / Finance	David Johnson	802-259-2391 (w)			mounthollytt@yahoo.com
Town Health Officer	Tim Bickford	802-259-3664 (h)			
Fire Warden	James Seward	802-786-3408 (m)	802-259-2211 (h)		

Enclosure 2
Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Animal Control Officer	Laura Swartz	802-259-3976 (h)	802-353-4492 (text)		hotrodaunie@yahoo.com
School Contact #1	Craig Hutt Vater	860-371-6769 (m)	802-492-3888 (h)	802-259-2392 (w)	craig.huttvater@trsu.org
School Contact #2	Al Lewis	802-259-2380 (h)	802-259-2392 (w)		
School District Office	Two Rivers	802-875-3365 (o)			
Other Contacts					
Rutland Regional Medical Center		802-775-7111 (w)			
Vermont State Police		802-773-9101 (w)			
VTRANS – Maintenance Clarendon		802-773-3055 (w)			
VTRANS – Maintenance Ludlow		802-228-2911 (w)			
Green Mountain Power		(888) 835-4672 (w)			
Vermont Telephone		802-885-9002 (w)			support@vermontel.com
Comcast		800-266-2278 (w)			
WCAX		802-652-6300 (w)			news@wcax.com
VPR		802-665-9451 (w)			news@vpr.net
Vermont Journal	Robert Miller	802-228-3600 (w)			publisher@vermontjournal.com
Newsflash	Kevin Plew				mthollynewsflash@gmail.com
Chit Chat	Diana Garrow	802-259-2314 (h)			chitchat@vermontel.net
Okemo Valley TV		802-356-6027 (w)			manager@okemovalley.tv
Mount Holly Community Association	Jennifer Burrows	614-668-5282 (m)			jenniferburrows@msn.com
Bone Builders	Judy Nevins	802-259-2443 (h)			jbnevin@gmail.com
Village Baptist Church	Glenn Davis	802-259-2440 (h)			gldavis@juno.com
Mount Holly Library	Donna McDonald	802-259-2730 (h)			dmariecb@gmail.com
Black River Good Neighbors		802-228-3663 (h)			Brgoodneighbors@gmail.com

Annex 1

Communication Plan

Municipal communication plans should be in compliance with NIMS guidelines and aligned with the National Emergency Communications Plan (NECP) and the Vermont Statewide Communications Interoperability Plan (SCIP). National Interoperability Channels should only be used during significant multi-agency events where there is a critical need.

U-Call / V-Call and U-Tac/V-Tac frequencies must be programmed into all applicable interoperable communications equipment. Initially, Vermont channels utilized different nomenclature from the National Channels; however, in order to ensure interoperability with our area resources, Vermont will use the National nomenclature. All channels other than U-CALL 40 are used in simplex mode.

V-CALL10	(Formerly VCALL)	Command	155.7525
V-TAC11	(Formerly V-TAC 1)	Dispatch/Lifeline	151.1375
V-TAC12	(Formerly V-TAC 2)	Tactical	154.4525
V-TAC13	(Formerly V-TAC 3)	Tactical	158.7375
V-TAC14	(Formerly V-TAC 4)	Tactical	159.4725
U-CALL40	(Formerly U-CALL)	Dispatch/Lifeline	453.2125
U-TAC41	(Formerly U-TAC 1)	Command	453.4625
U-TAC42	(Formerly U-TAC 2)	Tactical	453.7125
U-TAC43	(Formerly U-TAC 3)	Tactical	453.8625

Please use the attached ICS 217 form to inventory frequencies and who they are assigned to. Performing this inventory ahead of an incident will assist you in completing an ICS 205 when an incident occurs. Planning and preparedness are keys to the successful response and remediation efforts and challenges.

For questions, please contact the Statewide Interoperability Coordinator Terry.Lavalley@vermont.gov or (802)241-5215.

Annex 2

Rutland Region Public Works Mutual Aid Agreement

Annex 3

Debris Management

All municipalities are responsible for clearing debris from public properties and rights-of-way. Communities with a debris management plan are better prepared to restore public services and ensure public health and safety in the aftermath of a disaster.

A federal pilot program established in 2013 offers a one-time benefit of an additional 2% federal share towards eligible debris management costs for communities with Federal Emergency Management Agency-approved Debris Management Plans in place prior to a disaster. By completing this plan and submitting it with your Local Emergency Operations Plan, you are authorizing the Division of Emergency Management and Homeland Security to submit it to the Federal Emergency Management Agency for consideration.

Municipality Name:	Town of Mount Holly

Our municipality may (please select one or both debris management strategies your municipality may use):
- ☒ Hire contractor(s) for debris management directly, if necessary; and/or
- ☐ Utilize the State's pre-procured Contingency Debris Management Contract through a locally-generated Task Order if necessary for a large-scale event.

Designated Debris Manager			
This individual is responsible for ensuring timely removal and disposition of debris, and ensuring that Debris Monitors are in place to oversee contractors (if applicable).			
Name:	Jeff Chase	Phone:	802-259-2633 (h) 802-282-1607 (m)
Email:	jeff@chasevermont.com		

Designated Debris Monitor			
This individual is responsible for monitoring safety, tracking the work of debris contractors, and ensuring compliance with federal funding requirements (if applicable) and documenting work accomplished during debris management operations. This individual cannot also be the Designated Debris Manager.			
Responsibilities include recording quantities of debris accurately on load tickets, completing reports such as daily logs, load tickets, incident reports, periodic reports, photographs, and sketches; and coordinating with contractor(s) on daily operations.			
Name:	Clinton Woolley	Phone:	802-259-3179 (w) 802-236-4758 (m)
Email:	mthollyroads@vermontel.net		

Temporary Debris Storage and Reduction Site (TDSRS) serving this town	
A list of certified waste management facilities can be obtained here: http://dec.vermont.gov/waste-management/solid/solid-waste-facilities. Check with your local facilities for special restrictions.	
Facility Name:	Rutland City Transfer Station
Facility Location:	Gleason Road, Rutland City, Rutland
Business Hours:	M thru Sat. 7am to 3pm
Contact Information:	802-775-7209

Annex 4

<div align="center">

RUTLAND REGION
VULNERABLE POPULATION COMMUNICATION PROTOCOL
Last Revised: February 8, 2021

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This is the communication protocol between Town Emergency Management Directors (EMDs) and Agencies that serve vulnerable populations living independently. This Protocol is meant to assist in checking on vulnerable populations during and following hazard events that they may be impacted by, and ultimately in providing timely service coordination. This Protocol is not meant to take the role of 911 assistance or assist in providing emergency medical services. This Protocol is meant to check on people that may need additional assistance or to check on a vulnerable person who's wellbeing is unknown because they are unable to be reached for a period of time.

Prior to a warned event, some EMDs and Agencies may choose to contact each other, so each is aware of the other's preparations and any specific concerns going into an event. At this time, use of email in lieu of phone calls or as a back-up to phone calls should be decided between Agencies and EMDs.

During an event, the Protocol can be activated by either the EMD or the Agency.

If activated by the EMD,
1) The EMD will alert the Agencies serving their community and ask that each Agency conduct outreach to their clients/patients to check on their wellbeing.
2) The Agency will assign their staff appropriately to conduct this outreach. How these internal assignments are made is each Agency's decision and is based on individual Agency structure. This Protocol does not address an Agency's internal assignment on making calls.
3) Once the calls are made, the staff will report up the internal Agency chain on who they reached, who they did not reach, who is having issues/needs assistance, and who is okay/does not need assistance.
4) The Agency will internally keep track of their clients/patients for follow-up and set priorities based on their knowledge of the client and the client's individual emergency plan.
5) The assigned Agency contact will call/email the relevant EMD(s) back and report on:
a) Prioritized list of all clients/patients by town – this is in case of communication cut-off
b) Including special needs of patients:
i) Who is having issues/needs assistance (The agency should prioritize need based on their knowledge of client and communicate that priority with the EMD.)
ii) Who they did not reach, and it is a concern
c) Depending on time available, also report on:
i) Who they did not reach and it's not yet a concern, but they are monitoring
ii) Who is okay/does not need assistance (for accountability purposes)

If activated by an Agency,
1) An Agency may independently decide that there is a need to check on their clients/patients. If so, they will follow their internal protocols to make calls to their clients/patients and compile that information. They will then reach out to relevant EMD(s) regarding the same above reporting list.

Outside of a regional or multi-town hazard event, the Protocol also provides a communication tool for routine needs between Agencies and EMDs on behalf of the wellbeing of clients/patients. For example, if a visiting nurse is not able to access a client because of a downed tree on a roadway, the nurse could call the supervisor, who could contact the town to assist in clearing the tree. Each EMD should make known to their respective Agencies how they would like situations handled, or provide direct contacts for certain circumstances, if they so choose.

Annex 4

Criteria for use of the Protocol outside of a regional or multi-town hazard event may be set by each EMD, and direct contacts for certain circumstances may be shared with Agencies, but at a minimum, criteria for use of the Protocol is:

• Not a medical or fire emergency (call 911)
• Assistance involving accessing patient's residence, or removing patient from residence

NOTE: *Use of email in lieu of phone calls or as a back-up to phone calls should be decided between agencies and EMDs.*