

Municipality: Town of WoodstockDate Updated: July 8, 2019

Local Emergency Management Plan

1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
L.D. Sutherland, Chair of Select Board	Ray Bourgeois, Select Board

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 Municipal Manager	Supervises and directs all EOC activities coordinating municipal support and response
Dispatch Services	Staffs phones and radio
Municipal Mgr. Office	Tracks and answers any Requests For Information (RFI)
Municipal Mgr. Office	Tracks and coordinates any Requests For Support (RFS)
Municipal Mgr. Office	Produces and posts public information and press releases
Potential EOC Staff Members	
<i>Name</i>	<i>Notes / Contact Information</i>
Philip Swanson	802-457-3456
Beth Fish	802-457-3456
Dispatch Services	802-457-2337
L.D. Sutherland	802-777-1777
Mary Riley	802-291-0429
David Green	802-291-0440
Primary EOC Location	
Facility / Address:	Emergency Services Bldg at 454 Woodstock Road
Phone Numbers:	802-457-2337
Equipment/Notes:	Fire, Police, EMS and Dispatch services are housed at this location.
Alternate EOC Location	
Facility / Address:	Station 2 @ 463 W. Woodstock Road
Phone Numbers:	802-457-2337
Equipment/Notes:	EMS and Fire are housed at this location.

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		Hydraulic Excavator, Large Mass Excavation				N/A	
Mobile Communications Center						Hydraulic Excavator, Medium Mass Excavation					
Mobile Communications Unit			N/A	N/A		Hydraulic Excavator, Compact					
All-Terrain Vehicles	N/A	N/A	N/A	N/A	1	Road Sweeper	1				
Marine Vessels	N/A	N/A	N/A	N/A		Snow Blower, Loader Mounted	1			1	
Snowmobile	N/A	N/A	N/A	N/A		Track Dozer					
Public Safety Dive Team						Track Loader					
SWAT/Tactical Team						Trailer, Equipment Tag-Trailer	1			N/A	
Firefighting Brush Patrol Engine	N/A	N/A	N/A		12	Trailer, Dump		N/A	N/A	N/A	
Fire Engine (Pumper)	3					Trailer, Small Equipment			N/A	N/A	2
Firefighting Crew Transport				N/A		Truck, On-Road Dump			6		
Aerial Fire Truck			N/A	N/A		Truck, Plow			3		
Foam Tender			N/A	N/A		Truck, Sewer Flusher				1	
Hand Crew						Truck, Tractor Trailer				N/A	
HAZMAT Entry Team				N/A		Water Pumps, De-Watering					
Engine Strike Team						Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)	1			N/A		Water Pumps, Water Distribution					
Fire Boat				N/A		Water Pumps, Wastewater					
Aerial Lift - Articulating Boom						Water Truck		N/A	N/A	N/A	
Aerial Lift - Self Propelled, Scissor, Rough Terrain						Wheel Dozer			N/A	N/A	
Aerial Lift - Telescopic Boom						Wheel Loader Backhoe		1			
Aerial Lift - Truck Mounted						Wheel Loader, Large					
Air Compressor			1			Wheel Loader, Medium					
Concrete Cutter/Multi-Processor for Hydraulic Excavator						Wheel Loader, Small	1	1		N/A	
Electronic Boards, Arrow						Wheel Loader, Skid Steer				N/A	
Electronic Boards, Variable Message Signs						Wheel Loader, Telescopic Handler					
Floodlights				N/A		Wood Chipper	1	N/A	N/A	N/A	
Generator						Wood Tub Grinder					
Grader	1			N/A							

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

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:	Woodstock List Serve
Local Newspaper, Radio, TV:	Vermont Standard, Woodstock Community Television
Public Notice locations:	Library, Emergency Services Building, Town Hall, Thompson Senior Center, Woodstock Rec Center
<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)
Merten's House	802-457-4411
Woodstock Terrace	802-332-3206
Woodstock Schools	802-457-1213
Rainbow Playschool	802-457-3629
Woodstock Nursery School	802-457-1611
Woodstock Christian Child Care	802-457-2278

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	
<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:	Hartford High School
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 802-660-9130
Phone Numbers:	
Primary Local Shelter	
Location / Address:	
Facility Contact(s):	
Phone Numbers:	
Shelter Manager:	
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	
	Capacity: Generator? Y / N Pets Allowed? Y / N
Alternate Local Shelter	
Location / Address:	
Facility Contact(s):	
Phone Numbers:	
Shelter Manager:	
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	
	Capacity: Generator? Y / N Pets Allowed? Y / N

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	Phil Swanson	296-1812	457-3456	457-1204	phil@townofwoodstock.org
EM Coordinator					
Local Response Organization Contacts					
Fire Chief	David Green	457-2337	291-0440	457-4055	davidgreen@townofwoodstock.org
Assistant/Deputy Fire Chief	Emo Chynoweth	457-2337			
EMS Coordinator	Misha McNabb	457-2337	225-328-3917	457-2326	mmcabb@townofwoodstock.org
Chief of Police or Constable	Robbie Blish	457-2337	802-280-5221	457-3327	rblish@townofwoodstock.org
State Police or County Sheriff	Mike Chamberlain	457-5211			
Local Dispatch Center	Woodstock Dispatch	457-2337			etherrien@townofwoodstock.org
Town Constable	Kelly Linton	457-2337	802-839-6238		kellylinton@aol.com
Local Public Works Contacts					
Road Foreman	Ken Vandenburg	457-2233	457-2337		dpw@townofwoodstock.org
Road Commissioner	Phil Swanson	296-1812	457-3456	457-1204	phil@townofwoodstock.org
Town Garage		457-2233			
Drinking Water Utility	Woodstock Aquaduct	457-4497			
Wastewater Utility	Wayland Lord	457-1910	457-2337	802-356-8171	wwff@townofwoodstock.org
Municipal Government Contacts					
Town Administrator					
Town/City Manager	Phil Swanson	457-3456	296-1812	457-2337	phil@townofwoodstock.org
Selectboard Chair	L.D. Sutherland (Butch)	802-777-1777	457-1261		ldsutherland@townofwoodstock.org
Selectboard Alt	Mary Riley (Vice Chair)	457-2183	802-291-0429		mriley@townofwoodstock.org

