

**MOUNT ASCUTNEY REGIONAL COMMISSION  
2024 REGIONAL EMERGENCY MANAGEMENT COMMITTEE PLAN  
Adopted MM/DD/YY**

This Regional Emergency Management Committee Plan must be submitted to Vermont Emergency Management annually after Town Meeting day and before June 1st.

**Plan Adoption Date:** [Anticipated] \_\_\_\_ MARC REMC Quarterly meeting

**Meeting Frequency:** Quarterly

**Leadership Roles (through June 30, 2025):**

<b>Role</b>	<b>Name</b>
Chair	Kevin McAllister, Windsor
Vice Chair	Paul Stagner, Springfield
Administrative Support	Allison Hopkins, MARC Scott Reigel, MARC
Local Emergency Planning Commission Representative	Kevin McAllister, Windsor
Threat/Hazard Inventory and Risk Assessment & Stakeholder Preparedness Review Representative	Kevin McAllister, Windsor
Integrated Preparedness Plan Representative	Kevin McAllister, Windsor

**Voting Membership Contacts** [through June 30, 2025]:

<b>Town</b>	<b>EMD/Designee</b>	<b>Emergency Services Representative</b>
Andover	Scott Kendall	Paul Stoddard
Baltimore	Mark Whaley	
Cavendish	Robert C. Glidden	
Chester	Julie Hance	Richard Cloud (Police Chief)
Ludlow	Dave VanGuilder	Ron Bixby
Reading	Gary Vittum	Curt Allen
Springfield	Paul Stagner	Jeff Mobus
Weathersfield	Rick Bates	
West Windsor	Mike Spackman	Erik Boedtke
Windsor	Kevin McAllister	Malisa Williams

**Non-Voting Membership Contacts:**

*See Appendix A.*

**Regional Characteristics**

The MARC REMC Region encompasses a ten-town area including: Andover, Baltimore, Cavendish, Chester, Ludlow, Reading, Springfield, Weathersfield, West Windsor, and Windsor. The Region is in southeastern Vermont, along the Connecticut River, with Windham County to the south, Rutland County and the Green Mountains to the west, and the remainder of Windsor County to the north.

As the region's population continues to age and growth occurring is concentrated in the more rural areas, there is an increased burden on first responders to provide timely and effective emergency services.

Travel throughout the MARC REMC Region is expedited by the use of Interstate 91 which travels north / south through the Region and intersects with Interstate 89 in Hartford, VT. Hartness State Airport in Springfield serves as a general aviation center with a larger commercial airport located to the north in Lebanon, NH. Numerous private landing strips for both small aircraft and helicopters are located throughout the Region including two in Andover, two in Ludlow, and one each in Chester and Weathersfield.

The MARC REMC Region is served by two small hospitals: Springfield Hospital and the Mt. Ascutney Hospital and Health Center. The Mt. Ascutney Hospital is closely aligned with Dartmouth-Hitchcock Medical Center in Hanover, NH. The Dartmouth-Hitchcock Air Response Team (DHART) provides air rescue service throughout the Region.

### **Describe the region's process for regional coordination during a disaster:**

The protection of the health and welfare of the residents in the MARC REMC region is managed primarily at the local level. Assistance from the State will be provided when requested, or in cases where a hazardous material emergency exceeds the capability of local response resources. Additional assistance may be provided by Federal entities and neighboring Towns, along with mutual aid and volunteer agencies.

The municipalities of MARC REMC have limited capacity to mitigate the effects of large-scale emergencies and disasters. Public and private resources will be used in the event of an emergency or disaster. The Selectboard Chair, EMD, or Municipal Manager is the local government authority who can authorize expenditures of funds, execution of contracts, and deployment of resources, establishing priorities, interagency cooperation, mutual aid deployment, and delegation of authority.

Response coordination calls for implementation of a strong system of direction and control, where the Incident Commander (IC) can assign personnel and assets, irrespective of their agency or department affiliation, to fulfill the objectives of the Incident Action Plan. Direction and Control begins with the initial local response, expanded as necessary as the emergency escalates to a larger, multijurisdictional response with the need for area control.

An emergency or disaster may require a broad range of on-scene response organizations including: emergency services personnel from all levels of government; industry representatives; private contractors; and the media. The need for specialized equipment and technical knowledge during response may also be extensive, as are the number of critical decisions that must be made in areas of release containment, emergency worker safety, public protective actions, and environmental protection. It is recognized that response organizations are typically trained to operate within their agency command structure, but they are rarely called upon to perform their duties as part of a unified and integrated multi-organizational response, such as that required for a major hazardous materials emergency.

#### **Emergency Response Phase**

This phase is the period of time during which an actual emergency is occurring.

The initial response will provide for an immediate reaction to prevent loss of life, property damage including animals and livestock, and prevent negative impacts on the environment in an effort to return the area to normalcy in the least amount of time possible.

The first officer on scene is the Local Incident Commander (IC) until relieved otherwise. This individual is responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all operations at the incident site. Responsibilities of the IC can be assumed by the officer handling the original

call to the chief executive of the agency and any additional qualified officers, depending on the size, scope, and complexity of the incident or event.

Depending on the scale of the emergency, assistance from the State and Federal governments may be required. It may be important for the local incident commander to establish a regional emergency operations center to better consolidate regional emergency service response and sheltering. Once State or Federal assistance arrives, local emergency agencies will coordinate their position in a unified incident command system for local or regional event management. Unified incident command shall be established as soon as possible to ensure coordination between the responders. Those assigned under unified command are subordinate to Unified Command irrespective of agency affiliation.

### **Level 1 – Limited Emergency Condition**

Incident that can be controlled by the primary first response agencies of local jurisdiction. Single jurisdiction and limited agency involvement.

- a. Does not require evacuation, except for the structure or affected facility
- b. Confined geographic area
- c. Any threat to life or property is limited to the immediate area of the incident (such as structure fire, vehicle accident, or crime)
- d. Mutual aid may be required in some instances of a level 1 condition

### **Response (Level 1)**

- a. Responding local agency(s) designate Incident Commander
- b. Field Command Post established, Incident Command System Implemented
- c. Incident Commander is able to manage the event without a supporting, remote Emergency Operations Center (EOC)
- d. Incident Commander ensures the appropriate local emergency organization (s) is notified
- e. Incident Commander evaluates the need for supplemental resources
- f. Reduction of the hazard

### **Level 2 – Enhanced Emergency Conditions**

- a. Potential threat to life, health or property
- b. Expanded geographic scope
- c. Limited evacuation of nearby residents or facilities
- d. Involvement of two, three, or more jurisdictions
- e. Limited participation or mutual aid from agencies that do not routinely respond to emergencies in the area
- f. Specialist or technical team is called to the scene
- g. Combined emergency operations such as firefighting and evacuation, or containment
- h. Emergency medical care

OR

- a. Deteriorating situation-requiring mobilization of additional resources to establish control or de-escalate
- b. Threat of riot or violent demonstration
- c. Potential threat to life, health, or property
- d. Potential interruption of public services, utilities or infrastructure

**Response (Level 2)**

- a. Establish Incident Command
- b. Field Command Post established, Incident Command System implemented
- c. Incident Command establishes the Incident Action Plan (IAP)
- d. Incident Command evaluates the need to declare higher or lower Response Level
- e. Town Manager notified and briefed
- f. On recommendation of Incident Command, Town Manager evaluates the need to declare a local state of emergency under 20 VSA §10
- g. Incident Command determines the need for activation of the Emergency Operations Center (EOC)
- h. The EOC should be activated for operational support (if needed)
- i. Emergency Management Director notifies the State Emergency Management Office (if relevant to the incident)
- j. Continue evaluation of incident and make adjustments as necessary

**Level 3 – Full Emergency Condition**

- a. Serious hazard or severe threat to life, health and property
- b. Large geographic impact
- c. Broad evacuation required
- d. Multi-jurisdictional involvement
- e. State and Federal Involvement
- f. Specialists and technical teams deployed
- f. Extensive resource management and allocation
- h. Multiple events requiring multiple emergency operations
- g. Protracted operational period or periods.

OR

- a. Terrorist act or act of violence causing casualties
- b. Major transportation incident involving multiple emergencies and potential casualties.
- c. Riot or demonstration creating the likelihood of mass arrests, and serious injuries or death, and/or damage to property and/or interruption of public services and infrastructure.

**Response (Level 3)**

*NOTE: If the incident begins at this level, response activities must include all functions designated at the previous level.*

- a. Municipal Selectboard/ Emergency Management Director/Town Manager declares a local emergency and requests the Governor to declare a State of Emergency under Title 20, VSA, Section 9 (if relevant).

- b. Municipal Selectboard/ Emergency Management Director/Town Manager activates the Emergency Operations Center (EOC).
- c. Full Emergency Condition response level 3 could be of the magnitude that requires resources from state and federal agencies.
- d. Vermont Emergency Management (VEM) coordinates the application of the state’s resources in an emergency.

**Mutual Aid**

An Emergency or Disaster in a neighboring community could adversely affect a municipality at any time requiring deployment of municipal assets under mutual aid for sheltering displaced or relocated persons as well as assisting in operations.

In the event of a major emergency or disaster, the Municipal Departments will conduct or participate in operations under the provisions of the Municipality’s Local Emergency Management Plan. When operating on a mutual aid basis in another community (Municipality 2), operational control is then exercised by the authority at the scene of the operation. However, control is retained by Municipal 1 the authority. The personnel assigned to another agency must operate within the scope of municipal regulations and policies. Conversely, personnel from Municipality 2 sent to Municipality 1’s aid come under assignment of the Municipality 1 authority, but remain under the control of the parent department and its regulations and policies.

**Regional Resources:**

This list does not obligate parties to participate beyond their normal responsibilities in the event of an emergency or disaster.

<b>Resource Name</b>	<b>Contact Information</b>	<b>Additional Information</b>
Green Mountain Power Corp.	888-835-4672	Power Line and Pole Repair equipment
VTrans District 2 (Andover, Chester, Springfield, Cavendish, Baltimore, Weathersfield)	(802) 254-5011 802-447-2790	
VTrans District 3 (Ludlow)	802-786-5826 802-447-2790	
VTrans District 4 (Reading, West Windsor, Windsor)	802-295-8888 802-461-8764	
Dartmouth-Hitchcock Medical Center	603-650-5000	
SAVES (for pet owners)	(603) 306-0007	24/7 Emergency Veterinary Care
Vermont 211	2-1-1, 802-652-4636	Confidential information line

Southeast Vermont Transit (SEVT)	(802) 464-8487 <a href="mailto:randys@moover.com">randys@moover.com</a>	Public transit, van service for elderly & disabled
Mt. Ascutney Hospital and Health Center	289 County Rd, Windsor, VT 802-674-6711	
Volunteers in Action (Mt. Ascutney Hospital)	802-674-5971	Transportation for hospital care
American Red Cross	1-800-464-6692	
State Emergency Operations Center	800-347-0488	
Hartford High School	37 Highland Ave, White River Junction, VT, 802-660-9130	Regional shelter
Precision Valley Disaster Recovery Committee	1-888-863-2815 <a href="mailto:pvdrcvt@gmail.com">pvdrcvt@gmail.com</a>	"Get help/give help" form
VT-ALERT	<a href="https://vem.vermont.gov/vtalert">https://vem.vermont.gov/vtalert</a>	For public emergency notifications
Vermont Medical Reserve Corps	<a href="https://rms.vermont.gov/Heather.Rigney@vermont.gov">https://rms.vermont.gov/Heather.Rigney@vermont.gov</a> (Upper Valley) <a href="mailto:Diana.Myrvang@vermont.gov">Diana.Myrvang@vermont.gov</a> (Southwest VT)	Local volunteers to supplement local emergency and public health resources
Springfield Hospital	25 Ridgewood Road, Springfield, VT 802-885-2151	

**Regional Mutual Aid Agreements:**

This list does not obligate parties to participate beyond their normal responsibilities in the event of an emergency or disaster

Agreement Description	Organizations Involved	Additional Information

### Act 166 Inventory

<u>Municipality</u>	<u>Law Enforcement Provider</u>	<u>Fire Services Provider</u>	<u>Emergency Medical Services Provider</u>	<u>Dispatch Services</u>	<u>Public Safety Mutual Aid Agreement*</u>	<u>Date Adopted</u>	<u>Members of Agreement</u>	<u>Public Safety Plan*</u>	<u>Date Adopted</u>	<u>Notes</u>
<b>Andover</b>	Westminster VSP & Windsor County Sheriff's office @ 4 hrs/week	Chester FD	Chester AMB	Westminster VSP		4.44.44		LEMP	2024	
<b>Baltimore</b>	Westminster VSP	Springfield FD	Springfield AMB	Westminster VSP				LEMP	2024	
<b>Cavendish</b>	Westminster VSP and Windsor County Sheriff's office (respond if in town)	Proctorsville FD / Cavendish FD	Ludlow AMB	Westminster VSP				LEOP	2024	
<b>Chester</b>	Chester PD	Chester FD	Chester AMB	Westminster VSP & Hartford Dispatch				LEMP	2024	
<b>Ludlow</b>	Ludlow PD	Ludlow FD	Ludlow AMB	Westminster VSP	YES			LEMP	2024	
<b>Reading</b>	Westminster VSP	Reading FD	Windsor AMB					LEMP	2024	
<b>Springfield</b>	Springfield PD	Springfield FD	Springfield AMB	Westminster VSP/Springfield PD				LEMP	2024	
<b>Weathersfield</b>		West Weatherfield FD / Ascutney FD	Golden Cross AMB	Westminster VSP				LEMP	2024	

\*Yes/no- if yes include link to the plan if available

**Act 166 Inventory Cont'd**

<u>Municipality</u>	<u>Law Enforcement Provider</u>	<u>Fire Services Provider</u>	<u>Emergency Medical Services Provider</u>	<u>Dispatch Services</u>	<u>Public Safety Mutual Aid Agreement*</u>	<u>Date Adopted</u>	<u>Members of Agreement</u>	<u>Public Safety Plan*</u>	<u>Date Adopted</u>	<u>Notes</u>
<b>West Windsor</b>	Windsor PD	West Windsor FD	Windsor AMB	Hartford Dispatch	Yes		Mainly neighboring towns but will provide assistance as needed	LEMP	2024	
<b>Windsor</b>	Windsor PD	Windsor Fire	Windsor Fire	Hartford Dispatch	YES			LEMP	2024	

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## Appendix A. Emergency Management Contacts

Town/Organization	Name	Title	Email
Vermont EMS	Aaron Sylvester	District 11 (Southern Windsor) Chair	asylvester@springfieldvtfire.org
Mount Ascutney Hospital	Alonzo "AJ" Tapley	Risk Manager - Mt Ascutney Hospital	alonzo.tapley@mahhc.org
Cavendish	Alphonso "Phon" Chambers	Road Foreman	cavtm@cavendishvt.org
Ludlow	Angela Kissell	EMD	ludlowemergencymanagement@yahoo.com
Magris Talc (mill/mine in Ludlow, VT)	Anna Borchert	HSEQ Manager (Health, Safety, Environment, and Quality)	Anna.Borchert@magristalc.com
Chester	Ben Whalen	Fire Chief	firechief@chestervt.gov
Reading	Bob Allen	Town Representative	rkallen@myfairpoint.net
Cavendish	Bob Glidden	Fire Chief - Proctorsville Volunteer FD	glidden2381@comcast.net
Ludlow	Brett A. Sanderson	Forest Fire Warden	sandersoncontracting@gmail.com
Vermont State Police	Captain Roger Farmer	Troop B Commander	roger.farmer@vermont.gov
Cavendish Connects	Cavendish Connects	emergency coordination specialist	cavendishconnects@gmail.com
Andover	Charles Golden	Road Foreman, TACRep	garageandover@gmail.com
American Red Cross	Charles Hall	Senior Disaster Program Manager - Southern Vermont	charles.hall3@redcross.org
Andover	Chris Plumb	Road Commissioner, SB Chair	csplumb@gmail.com
Reading	Curt Allen	Deputy Fire Chief	curtallen72@gmail.com
American Red Cross	Dave Penny	Recovery Planning Regional Lead / SEOC Liason	dave.penny@redcross.org
Ludlow	Dave VanGuilder	Police Dispatcher	hillsidevang6866@yahoo.com

MAHHC	David Young	Emergency Planner - Mt Ascutney & Valley Regional Hospitals	David.Young@mahhc.org
Magris Talc (mill/mine in Ludlow, VT)	Derek Richards	Site Manager	derek.richards@magristalc.com
Cavendish	Diane McNamara	Town Clerk	d.mcnamara@comcast.net
Reading	Don Scullin	Rescue Squad	
Springfield	Donny Turner	Road Foreman	pwdept@vermontel.net
West Windsor	Erik Boedtker	Fire Chief	Chief@westwindsorfire.net
Windsor	Ernest Fortin	Road Foreman	windsorhighway@gmail.com
Weathersfield	Gary Graham	EMC	ggrahamvt@gmail.com
Reading	Gary Vittum	EMD	gvitt@comcast.net
Andover	Gene Patagas	Forest Fire Warden	andovervtfirewarden@gmail.com
Baltimore	George "Bay" Wheeler	Zoning Administrator	baybren1@hotmail.com
Reading	Glen Towne	Road Foreman	readingpublicworks@gmail.com
Springfield	Jeff Mobus	Town Manager	tosmanager@vermontel.net
Springfield	Jeff Strong	Public Works Director	dpwjeff@vermontel.net
Chester	Jeffery C. Holden	Forest Fire Warden	jeffholden60@yahoo.com
Ludlow	Jeffrey Billings	Police Chief	jeffrey.billings@vermont.gov
Springfield	Jeffrey Burnham	Police Chief	jeffrey.burnham@vermont.gov
Windsor	Jennifer Frank	Police Chief	Jennifer.Frank@vermont.gov
Weathersfield	Joshua Dauphin	Fire Chief (W. Weathersfield)	joshdauphin@comcast.net
Chester	Julie Hance	EMD	julie.hance@chestervt.gov
Windsor	Kevin McAllister	Fire Chief, EMD	kmcallister@windsorvt.org
Chester	Kirby Putnam	Road Foreman, TACRep	kirby.putnam@chestervt.gov
Vermont State Police	Lt. Anthony French	Westminster Barracks Commander	anthony.french@vermont.gov
Andover	Lucas Trask	EMD	lrtandoverconstable@gmail.com
American Red Cross	Lyndsey Morin	Southern VT Disaster Program Manager	lyndsey.morin@redcross.org

Windsor	Malisa Williams	Fire/EMS Admin Asst	mwilliams@windsorvt.org
Upper Valley Regional Emergency Services Association	Mariah Whitcomb	President (also EMD for Thetford)	mariahc73@gmail.com
Baltimore	Mark Whaley	EMD	mjwhaley@tds.net
West Windsor	Michael Metivier	Tree Warden	mmetivier@windsorvt.org
Chester	Michael Randzio	Ambulance Chief	michael.randzio@chestervt.gov
Vermont Department of Health	Michael Russell	Springfield District Director	Michael.Russell@vermont.gov
West Windsor	Michael Spackman	EMD (Road Foreman), REMC rep	highway@westwindsorvt.org
Vermont Department of Health	Misha McNabb	Emergency Preparedness Specialist	Misha.McNabb@vermont.gov
West Windsor	Nancy Gaynor	EMS Squad Leader	slipperyhillfarm1@gmail.com
Reading	Nathan Willard	Deputy Forest Fire Warden	
Baltimore	Orson Kendall	Road Commissioner, Constable, PC Member	okendall.builder@yahoo.com
Springfield	Paul Stagner	Fire Chief	pstagner@springfieldvtfire.org
Andover	Paul Stoddard	REMC Representative	paulvt1967@gmail.com
Ludlow	Peter Kolenda	Fire Chief	ludlowfire@comcast.net
Weathersfield	Ray Stapleton	Highway Superintendent	highway@weathersfield.org
Cavendish	Rebecca Nareau	Fire Chief - Cav. Volunteer Fire Dept.	puba0111@mail.com
Springfield	Richard Stillings	Police Dept. Administrative Assistant	richard.stillings@vermont.gov
Cavendish	Robert C. Glidden	EMD	proctorsvilledeputychief_C2@yahoo.com
Weathersfield	Roderick Bates	EMD	emergencymanagement@weathersfield.org
Ludlow	Ron Tarbell	Highway Foreman	ludlowhighway@tds.net
County Sherriff's Dept	Ryan Palmer	Windsor County Sheriff	ryan.palmer@vermont.gov

Vermont EMS	Scott Cooney	District 9 (Windsor) Chair	scooney@hartford-vt.org
Ludlow	Stephanie Grover	EMS Chief & Paramedic	sgrover.las@tds.net
Upper Valley Disaster Animal Response Team	Sue Marchand-LeBrun	Treasurer	smarchandlebrun@gmail.com
Chester	Thomas Williams	Police Chief	thomas.e.williams@vermont.gov
North Star Health (previously Springfield Medical Care Systems)	Tom Dougherty	Director of Organizational Development	tdougherty@northstarfqhc.org
West Windsor	Vacant	Town Service Officer	townadmin@westwindsorvt.org
Baltimore	Walter Rich	Selectboard Chair	wsrich22@gmail.com
Baltimore	Wayne Wheelock	Assistant Road Commissioner, TAC Rep, PC Member	lorabell@tds.net
Weathersfield	William Daniels	Police Chief	william.daniels@vermont.gov
Vermont State Police	Stacy Corliss	Westminster Barracks	Stacy.corliss@vermont.gov