

Local Emergency Management Plan

1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Josh Arneson, Town Manager	

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?	Director
Preferred EOC Positions and Duties	
EOC Director	Supervises and directs all EOC activities coordinating municipal support and response (reports to Selectboard)
EOC Coordinator	Assists EOC Director with all activities, tracks and coordinates any requests for support for non-municipal resources
EOC Call Taker	Assists EOC Coordinator, staffs phones and radio
EOC Public Information Officer	Produces and posts public information and press releases; Tracks and answers any Requests for Information from media, Oversee any Rumor Control
EOC Safety/Security	Tracks staff and volunteers responding to emergency; ensures safety of EOC and controls access of EOC staff, volunteers & visitors to EOC
Potential EOC Staff Members	
<i>Name</i>	<i>Notes / Contact Information</i>
Josh Arneson	Town Manager, Office 802-434-5170, Work Cell-(802) 316-7563, Personal Cell-(802) 282-2887
David Sander	Selectboard Chair: 802-622-4307 Cell
Dennis Gile	Fire Chief: 802-434-2002 Fire Department
Duncan Wardwell	Assistant to the Town Manager, office 802-336-2092
Linda Parent	Town Clerk, office 802-434-2221, cell 802-881-2593
Connie Bona	Finance Director, office 802-336-2094
Primary EOC Location	
Facility / Address:	Richmond Town Center. 203 Bridge St. Richmond
Phone Numbers:	802-434-5170 and 802-434-2221
Equipment/Notes:	Phone. Internet. Computers. Radio
Alternate EOC Location	
Facility / Address:	Richmond Rescue
Phone Numbers:	802-434-2394
Equipment/Notes:	Ambulances and medical equipment found on ambulances. Phone. Internet. Radio

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: Josh Arneson – Town Manager David Sander – Selectboard Chair		
Emergency spending limits: N/A		
<i>Businesses with Standing Municipal Contracts</i>		
<i>Type of Contract</i>	<i>Name</i>	<i>Contact Info</i>
Trash	Casella	802-735-1812
Hardware	Richmond Home Supply	802-434-2887
Computer/IT Services	Simpleroute	802-881-0010
Phones and Internet	Comcast	800-556-9979
Fuel	Patterson	802-434-2616
Sand and Gravel	Hinesburg Sand and Gravel	802-482-2335
<i>Other Local Resources</i>		
<i>Type of Resources/Skills</i>	<i>Name</i>	<i>Contact Info</i>
Excavation	John Scott	802- 434-4480
Excavation	Chris Spence	802-343-6350
Excavation	J. Hutchins	802-434-3500
Excavation	Dirt Tech	802-316-2030
Equipment Rental	Got That Rental	802-878-0404
Equipment Rental	Essex Equipment	(802) 878-5316
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		N/A	N/A	N/A		Hydraulic Excavator, Large Mass Excavation	N/A	N/A	N/A	N/A	1
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		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	1
Snowmobile	N/A	N/A	N/A	N/A		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	1	Trailer, Dump	N/A	N/A	N/A	N/A	
Fire Engine (Pumper)	3					Trailer, Small Equipment	N/A	N/A	N/A	N/A	2
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	7
Foam Tender			N/A	N/A		Truck, Sewer Flusher	N/A	N/A	N/A	N/A	
Hand Crew				1	Mutual Aid	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		1	N/A	N/A		Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)						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	1	Wheel Loader, Medium	N/A	N/A	N/A	N/A	1
Concrete Cutter/Multi-Processor for Hydraulic Excavator	N/A	N/A	N/A	N/A	3	Wheel Loader, Small	N/A	N/A	N/A	N/A	
Electronic Boards, Arrow	N/A	N/A	N/A	N/A		Wheel Loader, Skid Steer	N/A	N/A	N/A	N/A	1
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	8	Wood Chipper	N/A	N/A	N/A	N/A	
Generator	N/A	N/A	N/A	N/A	4	Wood Tub Grinder	N/A	N/A	N/A	N/A	
Grader	N/A	N/A	N/A	N/A	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:	www.richmondvt.gov Front Porch Forum – social email service
Local Newspaper, Radio, TV:	Newspapers: Times Ink. Burlington Free Press, Seven Days, Williston Observer Television: WCAX ch 3, Local 22/44 chs 22 and 44, NBC5 ch5 Radio: WDEV 550am, WVMT 620
Public Notice locations:	Second Floor entrance to Town Center, 203 Bridge St. First Floor/Parking lot level entrance to Town Center, 203 Bridge St. Post Office bulletin board, 205 Bridge St. Richmond Free Library bulletin board, 201 Bridge St.
<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)

Richmond Elementary School	125 School Street, Richmond	Jeremy Rector, Principal	434-2461
Camels Hump Middle School	173 School Street, Richmond	Gretchen Muller, Principal	434-2188
Little Tots Academy	21 Farr Road, Richmond	General manager	434-3891
Richmond Terrace senior living facility	220 Thompson Road, Richmond	General manager	434-6030
Sterling House assisted living facility	61 Farr Road, Richmond	General manager	434-7181
Mount Mansfield Unified Union School District	10 River Rd, Jericho, VT 05465	John Alberghini, Superintendent	434-2128

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>	
<i>Spontaneous Sheltering</i>	
<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 	
<i>Regional Shelter</i>	
Location / Address:	
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 833-583-3111
Phone Numbers:	
<i>Primary Local Shelter</i>	
Location / Address:	Camels Hump Middle School. 173 School St., Richmond
Facility Contact(s):	Gretchen Muller
Phone Numbers:	434-2188
Shelter Manager:	
Staff Requirements:	
Services:	Warm Overnight Food Prep
Notes:	Capacity: Evacuation Capacity 240, Overnight Capacity 120 Generator? No Pets Allowed? Yes. Has Red Cross Agreement
<i>Alternate Local Shelter</i>	
Location / Address:	Richmond Elementary School
Facility Contact(s):	Jeremy Rector
Phone Numbers:	802-434-2461
Shelter Manager:	
Staff Requirements:	
Services:	Warm Overnight Food Prep
Notes:	Capacity: Evacuation Capacity 118, Overnight Capacity 59 Generator? No Pets Allowed? Yes Has Red Cross Agreement

Alternate Local Shelter	
Location / Address:	Town Center
Facility Contact(s):	Josh Arneson
Phone Numbers:	802-434-5170
Shelter Manager:	
Staff Requirements:	
Services:	Warm/Cool Day Use Only
Notes:	Evacuation Capacity: 25 Generator? No Pets Allowed? Yes

Annexes (Optional, create and letter as needed)

Annex 1: Housing and Employment, (Figure 1.2 from 2017 All-Hazards Mitigation Plan)
Annex 2: Critical Facilities (Figure 1.4 from 2017 All-Hazards Mitigation Plan)
Annex 3: River Corridors and Floodplains, (Figure 2.1 from 2017 All-Hazards Mitigation Plan)

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	Josh Arneson	802-316-7563 Work Cell	802-282-2887 Personal Cell	802-434-5170 Work	jarneson@richmondvt.gov
EM Coordinator					
Local Response Organization Contacts					
Fire Chief	Dennis Gile	802-434-2002 Work	802-316-7558 Cell		richmondfiredept@richmondvt.gov
Assistant/Deputy Fire Chief	Gerald Levesque		802-310-7182 Cell		geraldlevesque@ymail.com
EMS Chief	Michael Chiarella	802-434-2394 Work			director@richmondrescue.org
Chief of Police or Constable	Anthony Cambridge - Chief	802- 482-3397 Work	802-734-7402 Cell		anthony.cambridge@vermont.gov
State Police or County Sheriff	Lt. Cory Lozier Williston Barracks	802-878-7111 Work			Cory.lozier@Vermont.gov
Local Dispatch Center	James R. Cronan	802-878-7111 Work			james.r.cronan@vermont.gov
Local Public Works Contacts					
Road Foreman	Pete Gosselin	802-316-7562 Cell	802-434-2631 Work		pgosselin@richmondvt.gov
Road Commissioner					
Town Garage		802-434-2631 Work			
Drinking Water Utility	Steve Cote	802-598-4593 Cell	802-434-2178 Work		scote@richmondvt.gov
Wastewater Utility	Steve Cote	802-598-4593 Cell	802-434-2178 Work		scote@richmondvt.gov

Contact Information

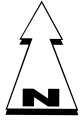
Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Municipal Government Contacts					
Town Manager	Josh Arneson	802-316-7563	802-434-5170	802-282-2887	jarneson@richmondvt.gov
Selectboard Chair	David Sander	802-622-4307 Cell			Jay.furr@richmondvt.org
Selectboard Alt	Lisa Miller	802-875-1970 Cell			david.sander@richmondvt.org
Selectboard Alt	Bard Hill	802-434-5672 Home	802-556-1653		bard.hill@richmondvt.org
Town Clerk	Linda Parent	802-434-2221 Work	802-881-2593 Cell		lparent@richmondvt.gov
Town Treasurer / Finance	Jim Feinson	802-318-7385 Cell			feinson@gmavt.net
Town Health Officer	Eric Adam Wood	802-735-4702			wood.eadam@gmail.com
Forest Fire Warden	Dennis Gile	802-434-2002	802-316-7558 Cell		richmondfiredept@richmondvt.gov
Animal Control Officer	Andy Squires		802-363-7162 Cell		docmccoy@gmavt.net
School Contact #1	Jeremy Rector – Richmond Elementary Principle	802-434-2461			jeremy.rector@mmusd.org
School Contact #2	Gretchen Muller – Camel’s Hump Middle School	802-434-2188			gretchen.muller@mmusd.org
School District Office	John Alberghini - Superintendent	802-434-2128			john.alberghini@mmusd.org
Other Contacts					

Contact Information

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	

Housing and Employment

Richmond, Vermont 2024 Local Emergency Management Plan

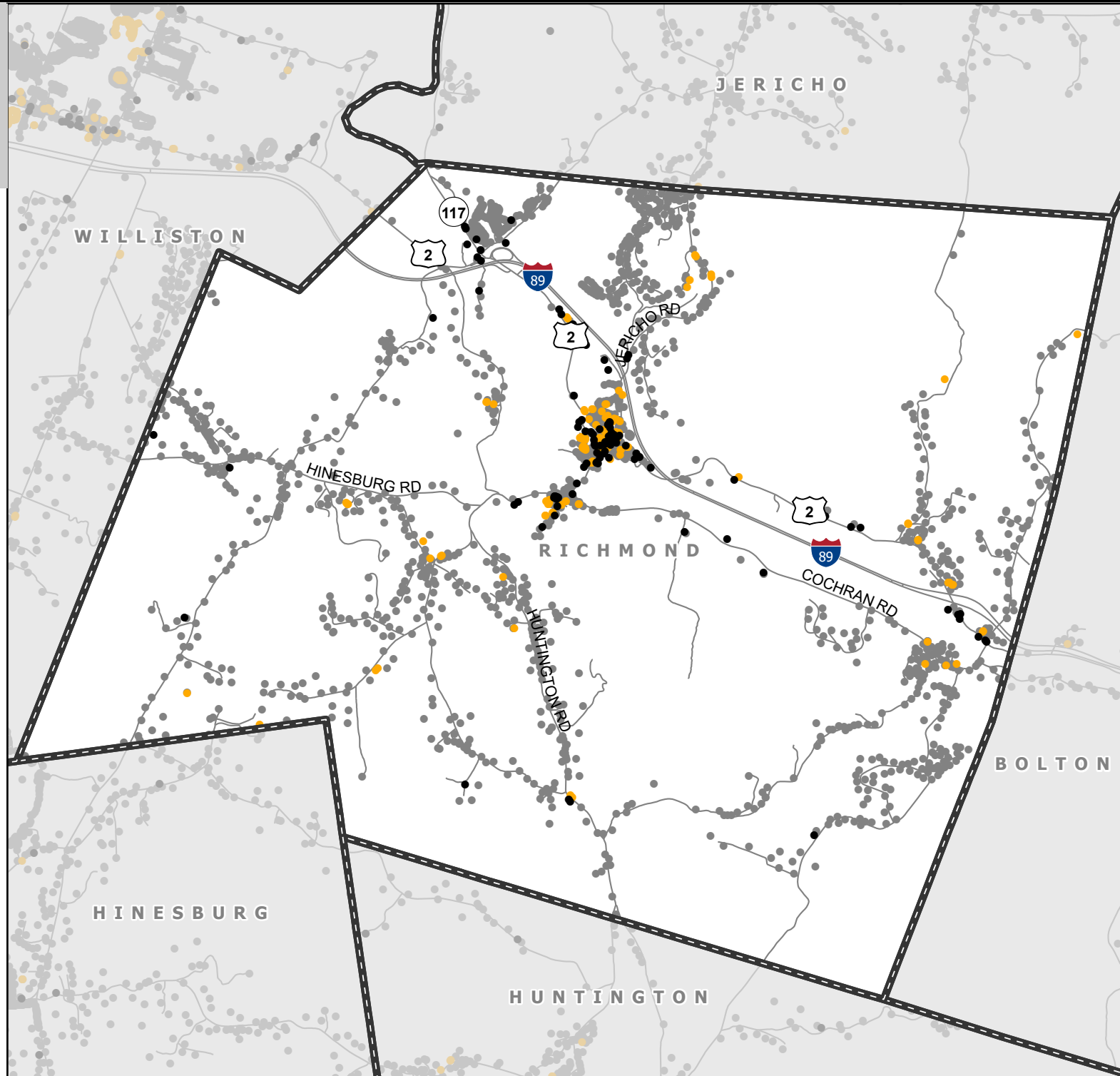
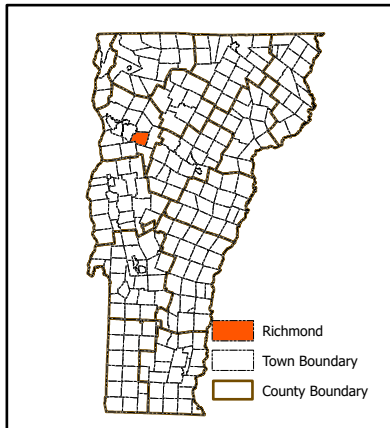


Legend

Housing

- Single Housing Unit
- Multiunit
- Employment Location















DATA SOURCES:
Single and multi-family - CCRPC Housing, 2022
Employment Locations - esite data, 2024
Roads - e911 data, 2024

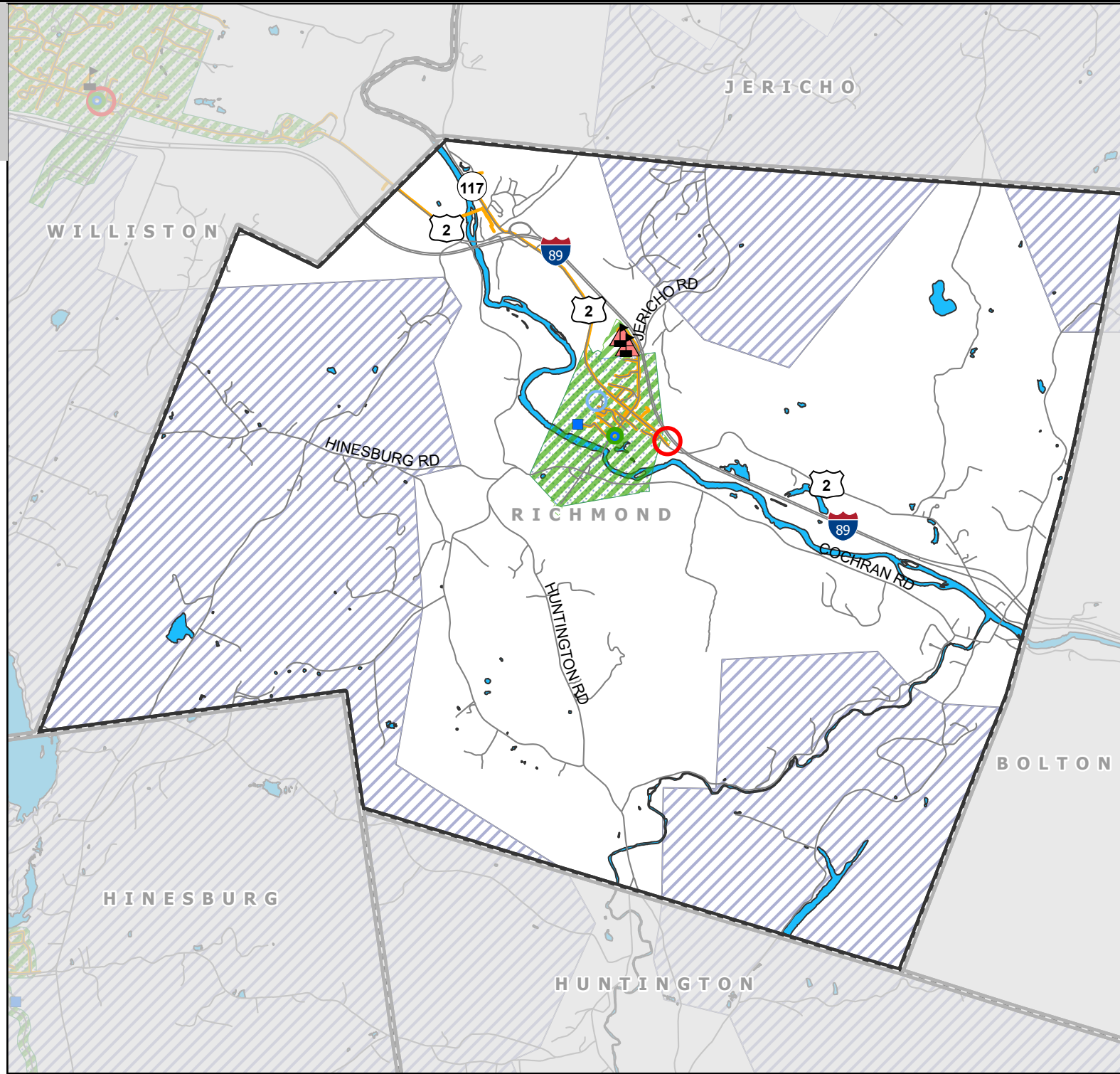
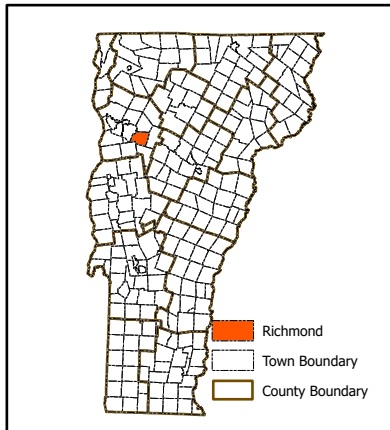


Critical Facilities

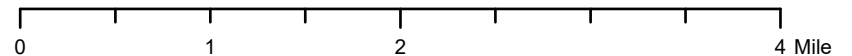
Richmond, Vermont 2024 Local Emergency Management Plan

Legend

-  Public School
 -  College / University
 -  Private School
 -  Law Enforcement
 -  Municipal Office
 -  EMS
 -  Fire
 -  Emergency Shelter
 -  Water and Wastewater Treatment Facility
 -  Vermont Gas Service Area
 -  Sewer Service Area
 -  Water Service Area
- Electric Utility
-  Green Mountain Power
 -  Vermont Electric Co-op



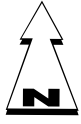
DATA SOURCES:
Schools, Law Enforcement, Municipal, wastewater, and Fire - CCRPC critical facilities; Electric Utility - VCGI; VT Gas, Water and Wastewater Service Area - CCRPC; Roads - esite data, 2024








3/26/2024

River Corridor & Floodplains

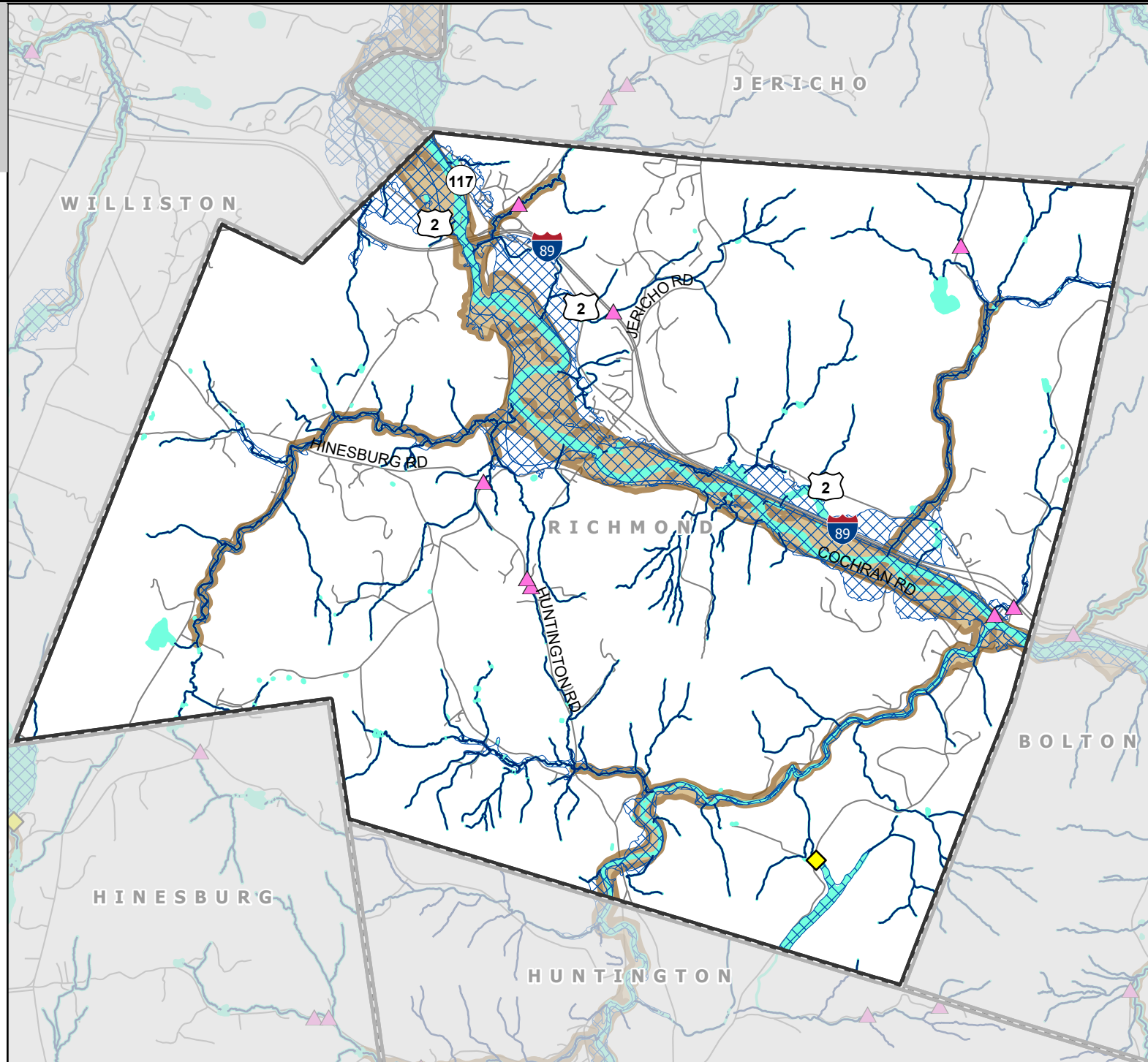
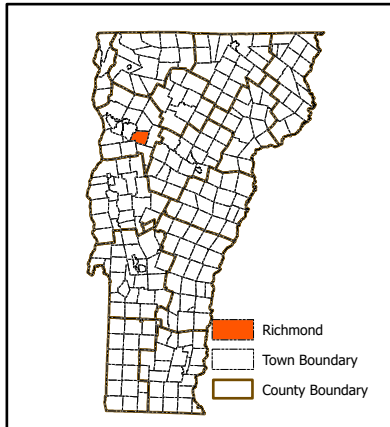
Richmond, Vermont 2024 Local Emergency Management Plan



Legend

-  Mostly Geomorphically Incompatible Culvert*
- Dam Hazard Potential**
-  Low Hazard Potential
-  ANR River Corridor - August 2019
- Digital Flood Insurance Rate Map**
-  Special Flood Hazard Area (100 Year Floodplain)
-  View individual Municipal Regs for detail

*Mostly incompatible $5 < GC < 10$
 $\%$ Bankfull Width + Approach Angle scores < 2
 Structure mostly incompatible with current form and process, with a moderate to high risk of structure failure. Re-design and replacement planning should be initiated to improve geomorphic compatibility.



DATA SOURCES:
 Dams data from US Army Corps of Engineers; Insufficient structures derived from ANR geomorphology inventories. River Corridor equals a rivers meander belt plus buffer extension. See Floodready.vermont.gov for more detail FEMA DFIRM - developed in 2011 by FEMA consultant. Municipal Water Protection Buffers & Setbacks derived from municipal zoning regulations. Roads - e911 data, 2024

