

Points of Contact

Title: Emergency Management Director **Name:** Morgan Wilbur **Primary phone:** 802-843-2552 **Alternate phone:** 802-289-2613

Primary email: townadmin@graftonvt.org **Alternate email:** mwilbur2022@gmail.com **Public contact:** townadmin@graftonvt.org

Title: Deputy EMD **Name:** Bill Kearns and Eric Stevens **Primary phone:** 802-289-2393 **Alternate phone:** 802-843-2568 or 802-289-2280 Eric

Primary email: graftonic@vermontel.net **Alternate email:** ericstev@vermontel.net

Title: EMC **Name:** Amber Stevens **Primary phone:** 802-376-5646 **Alternate phone:**

Primary email: amberstevens@vermontel.net **Alternate email:**

Emergency Operations Center (EOC) Positions

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.

Which position can activate the EOC?: EMD

Positions and duties: Supervises and directs all EOC activities coordinating municipal support and response.

Potential EOC staff: Kim Record: 802-843-2419, krecord@graftonvt.org
John Gregory: 802-843-2514, gregorysenior12@gmail.com
Mike Holmes: 401-932-8052, mike@mikeisfun.com






Emergency operations center (EOC) locations

Primary EOC location name: Town Hall **Primary EOC address:** 117 Main Street Grafton VT 05146 **Primary EOC phone:** 802-843-2552 or 802-843-2419

Services:  Generator  Internet  Phone Lines  Computers  Copy machine  Projector or large screen

Primary EOC resources & information: Two laptops with addresses townadmin@graftonvt.org and emd@graftonvt.org. WiFi, FM radio on KCF415 fire/rescue radio, as well as AM radio, emergency power generator, "T" card system, Zoom interactive meetings, tables, chairs, filing and storage cabinets, kitchenette and bathroom.

Alternate EOC location name: Town Garage **Alternate EOC address:** 220 Bell Road Grafton VT 05146 **Alternate EOC phone:** 802-843-2456

Services:  Generator  Internet  Phone lines  Computers  Projector or large screen

Alternate EOC resources & information: All equipment available at Bell Road EOC including white boards and Epson interactive projector.

Resources

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.

Emergency purchasing agents & spending limits: Purchasing agents: Selectboard, Town Highway Foreman, EMD if Selectboard declares an emergency per the Emergency Management Ordinance or as appointed by the Selectboard. Spending limits: As set in the Designation or Authority. Initially \$5,000 then as set for in the Delegation of Authority. Exception: if the emergency is such that no delegation can be executed and the event is a Presidentially Declared Disaster, this is set forth in the Emergency Management Ordinance which designated authority to the EMD. At the outset for Highway emergency spending, authority is in the Highway Foreman.

Businesses with standing municipal contracts: Heating Fuel - James & James: 802-463-3122
Diesel Fuel - Bart Energy: 802-463-9944
Phone Service - VTel: 800-279-4049, 802-885-9000
Computer Tech - TechGroup: 802-862-1197
Solid Waste - Waste Management: 802-847-5303
Generators - Brookfield Services: 802-485-6567
Uniforms - UniFirst: 800-879-6149
Copier - Canon: 800-220-0330
Fire Extinguishers - Johnson Controls: 802-879-6149
Post Office - Grafton: 802-843-2335
Welding Gasses - Airgas: 866-935-3370

Other local resources: Green Mountain Power: 802-777-4713 (district ops), 802-655-8520 (GMP ops office)
Vermont State Police: Dispatch 802-722-4600
Windham County Sheriff: 802-365-4949 or 802-365-4942
Grace Cottage Hospital: 802-365-7357
Ambulance: Golden Cross 911 or KCF415 thru Fire/Rescue
Emergency Radio Communications - RACES: 800-347-0488
Grafton Fire Dept - 911 or KCF415. Station: 802-843-2401 (non-emergency)
Temporary Shelter/Food - Community Church: 802-843-2346
The Grafton Inn/Phelps Barn: 802-843-2248
MKT:Grafton: 802-843-2255
Windham Foundation Office: 802-843-2211
ATV/Snowmobile Club - Grafton Outing Club: Ivor Stevens 802-376-5647 or Jamie Gregory 802-376-6495
Heavy Equip.: Jamie Gregory 802-376-6495 or Ivor Stevens 802-376-5647
Town of Chester - Clerk: 802-875-2173
Town of Townshend - Clerk: 802-365-7309
Town of Townshend - Highway: 802-365-7300
Town of Windham - Clerk: 802-874-4211
Town of Rockingham - Clerk: 802-463-4336
Town of Springfield - Manager: 802-885-2104
Town of Springfield - Fire: 802-885-4546
Town of Springfield - Police: 802-885-2113
Town of Springfield - Highway: 802-886-2208

NIMS Typed Resources

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>

Aerial Apparatus, Fire Type 1: 1

All Terrain Vehicles: 1

Fire Engine (Pumper) Type 2: 1

Floodlights: 1

Generator: 1

Grader: 1

Hydraulic Excavator, Medium Mass Excavation: 1

Trailer, Small Equipment: 1
 Truck, On-Road Dump: 3
 Truck, Plow: 3

Wheel Loader Backhoe: 1
 Wheel Loader, Small: 1
 Wood Chipper: 1

Public Information and Warning

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.

Vermont Emergency Management can assist with issuing VTAlert messages for your municipality. Please contact them at 1-800-347-0488 if you need assistance.

Vermont 211 is available to take calls from the general public to inform and instruct them in relation to emergency events. Dial 211 or (802) 652-4636.

VT-Alert notifiers: Vermont Emergency Management: 800-347-0488

Morgan Wilbur: 802-843-2552

Keith Hermiz: 802-843-1160

Kim Record: 802-843-2419

Bill Kearns: 802-289-2393

Local newspaper, radio, TV: Grafton News
 Chester Telegraph
 VT Journal

Important local websites & social media channels: Town Website: www.graftonvt.org
 Facebook sites: Town of Grafton, Grafton News, Grafton Fire and Rescue, Chester Telegraph

Public notice locations: Town Hall (both inside and outside)
 Grafton Public Library
 Town Website: www.graftonvt.org

Vulnerable Populations

Organization name and contact information: CARE (Citizen Assistance Registration for Emergencies): Westminster PSAP Seniors and Homebound - Grafton Cares: bova237@gmail.com
 802-869-1527

Grafton focused Home Care Agencies - Contact EMD: 802-843-2552

Green Mountain Power (GMP) list of vulnerable person when electricity is out - App Map (App Store "Green Mountain Power")





Coordination with vulnerable populations:

Shelters

If you need support opening a shelter, or would like to report that you have opened a shelter, please contact the state emergency operations center at 800-347-0488.

Services:  Cooling  Warming  Overnight  Food Prep  Showers  Healthcare  Generator  Pets Allowed

| Location name | Address | Shelter Facility Contacts | Shelter Manager Contacts | Capacity | Staff Requirements | Shelter Notes | Services |
|---------------|---------|---------------------------|--------------------------|----------|--------------------|---------------|----------|
| | | School Reception: 802- | | | | | |

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|---------------------------|--|---|---|----|-----------|--|--|---|
| Grafton Elementary School | 58 School Street graffton, VT 05146 | 843-2495 Town Offices (Morgan Wilbur or Kim Record): 802-843-2552 or 802-843-2419 | | 70 | 2 persons | | |   |
| Grafton Town Hall | 117 Main Street Grafton VT 05146 | Morgan Wilbur, Town Administrator: 802-843-2552 Kim Record, Town Clerk: 802-843-2419 | Joe Pollio, Selectboard Chair: 802-843-8846 Morgan Wilbur, Town Administrator: 802-843-2552 Kim Record, Town Clerk: 802-843-2419 | 50 | 1 person | | Based on experience Grafton Residents will not go to a shelter. However, warming shelter/place to gather, 8 am to 4 pm only, unless otherwise noted. May be needed in winter as a place to warm before going home or to a Red Cross Shelter, or as a place to cool in the summer. The Town Hall is handicap accessible. |   |

Municipal Contacts

Local emergency management team and phone numbers: EMD - Morgan Wilbur: 802-843-2552, townadmin@grafftonvt.org
Deputy EMD - Bill Kearns: 802-289-2393, graftonic@vermontel.net
Deputy EMD - Eric Stevens: 802-843-2568, ericstev@vermontel.net
EMC - Amber Stevens: 802-376-5646, amberstevens@vermontel.net

Local response organization contacts and phone numbers: Fire Chief - Robbie Sprague: 802-843-2288 (home), 802-384-2288 (cell), twostepranch@vermontel.net
Assistant Fire Chief - Nathaniel Noyes: 802-869-2959 (home), 802-380-8648 (cell), noyesmasonry@vermontel.net
EMS Chief - Keith Hermiz: 802-843-1160 (home), 802-952-9593 (cell), khermiz@gmail.com
State Police - VT State Police: 802-722-4600
Local Dispatch Center - Westminster PSAP: 911 or 902-722-4600
Windham County Sheriff: 802-365-4949

Local public works contacts and phone numbers: Road Foreman - Colby Record: 802-843-2456, 802-290-9874 (pager), highway@grafftonvt.org
Road Commissioner - Selectboard: 802-843-2552, townadmin@grafftonvt.org

Municipal government contacts and phone numbers: Town Administrator - Morgan Wilbur: 802-843-2552 (office), 802-289-2613 (cell), townadmin@grafftonvt.org
Selectboard Chair - Joe Pollio: 802-843-8846 (home), 802-249-3531 (cell), redlandfarmer@reagan.com
Selectboard Vice Chair- Cathy Siano-Goodwin: 802-869-2548 (home), 802-230-8611 (cell), dini@vermontel.net
Selectboard - John Gregory Sr.: 802-843-2514 (home), 802-289-2022 (cell), gregorysenior12@gmail.com
Selectboard - Steve Sargent: 802-289-4636, stevesargent289@gmail.com
Clerk/Treasurer - Kim Record: 802-843-2419, krecord@grafftonvt.org
Town Health Officer - Matt Siano: 802-843-2318 (home), 802-591-0496 (cell), mjsinc@sover.net

Other contacts: Fire Warden - Bill Brown: 802-843-2523 (home), 802-380-0131 (cell), bbbrown@vermontel.net
Fire Warden Deputy - Eric Stevens: 802-843-2568 (home), 802-289-2280 (cell), ericstev@vermontel.net
Animal Control Officer - Ashley Pinger: 802-490-9236
Constable - Michael Waysville: 802-875-2240
School Contact - Angela Cartier (Principal): 802-843-2495
School District Office - WNESU: 802-463-9958

Plan Adoption

Plan adopter name: Joseph Pollio Jr.

Plan adopter title: Chair Grafton
Selectboard

Plan adopted date: 04/15/2024

“Having taken G0402 or ICS 100, I certify that this LEMP meets the Vermont NIMS requirements.” Morgan Wilbur
NIMS adoption date: 10/23/2006

Triggers for Activating Emergency Response

- A. Ice Dam – this is a Selectboard issue.
- B. Wind, ice, snow, rain storm, or accident causing a power outage – any event that affects Town highways:
 - a. Highway foreman and crew deal with everyday event until the foreman determines the Highway needs assistance.
 - b. When Highway cannot handle the situation without assistance, the Foreman will:
 - i. The Foreman would call in Town Clerk, Town Administrator, and/or EMD, depending on severity. Clerk/Admin/EMD would answer phone calls and notify appropriate people of issues (Fire Department, power and telephone services, VEM, etc.)
 - ii. If the event grows in intensity from there:
 - 1. If the road is closed,
 - a. Contact the Fire Chief, who would notify Mutual Aid to let dispatch know the road is closed.
 - b. Let the Selectboard know the reason for the closing.
 - c. Coordinate with Fire/Rescue on what they are capable of doing to help.
 - iii. Chiefs will be working from the following locations:
 - 1. Operations will be in Town Garage (220 Bell Road). If it is a fire/rescue disaster, operations will be at the Fire Dept (711 Route 121 East).
 - 2. Once the administration grows, all of the administration (including planning, logistics, and finances) should be located in the Town Hall (117 Main Street).
 - 3. Operations at Garage, where forces would be marshaled. EMC will be located at the Garage assisting with:
 - a. Mapping
 - b. Check-in of forces
 - c. Planning coordinated with administration at Town Hall
 - 4. The end-of-the-day de-briefings and planning for next day operations should occur at the Town Hall