

Local Emergency Management Plan Municipal Adoption Form

**Town of Lyndon**

119 Park Avenue/P.O. Box 167  
Lyndonville, VT 05851

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


At a warned public meeting (regular selectboard/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 Lyndon
LEMP Adoption Date	5-13-2019
NIMS Adoption Date	9-28-2009
EMD Name	Gregory Hopkins
Position	EMD
Primary Phone	W:802-626- 4588
Alternate Phone	cell :802-249-1886
Email	chiefhopkins@lyndonvillefire.com
POC 2 Name	Jeffrey Corrow
Position	Fire Chief
Primary Phone	M/H/W:802-745-7376
Alternate Phone	M/H/W:802-626-4100
Email	jeff.corrow@lyndonvillefire.com
POC 3 Name	Jack Harris
Position	Police Chief
Primary Phone	M/H/W:802-748-3111
Alternate Phone	M/H/W:802-535-0007
Email	jack.harris@vermont.gov

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\* Justin M. Smith   
Justin M. Smith  
Printed Name; certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

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

Signed\* Daniel P. Daley II  5/13/19  
Daniel P. Daley II  
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.

Municipality: Lyndon, VT

Date Updated: 5/13/19

# Local Emergency Management Plan

## 1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Justin Smith	Jeff Corrow
Greg Hopkins	Jack Harris
Dawn Dwyer	Patrick Mclaughlin

## 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? EMD Gregory Hopkins; Fire Chief, Jeff Corrow; Police Chief Jack Harris; Selectboard Chair Dan Daley; Municipal Administrator, Justin Smith	
<b>Preferred EOC Positions and Duties</b>	
EOC Director Greg Hopkins	Supervises and directs all EOC activities coordinating municipal support and response
Fire Dept. Staff	Staffs phones and radio
Fire Chief Jeff Corrow/ or designee	Tracks and answers any Requests For Information (RFI)
Fire Chief Jeff Corrow/ or designee	Tracks and coordinates any Requests For Support (RFS)
Fire Chief Jeff Corrow/ or designee	Produces and posts public information and press releases
<b>Potential EOC Staff Members</b>	
<i>Name</i>	<i>Notes / Contact Information</i>
Jeff Corrow	(802) 745-7376
Jack Harris	(802) 535-0007
Dan Daley	(802) 793-6292
Justin Smith	(802) 626-5834
Rob Nutting	(802) 274-9654
Joe Dauphin	(802) 535-9242
State Official	
<b>Primary EOC Location</b>	
Facility / Address:	Public Safety Building, 316 Main Street Lyndonville, VT
Phone Numbers:	(802) 626-4100
Equipment/Notes:	FIRE DEPARTMENT TRUCKS AND EQUIPMENT, GENERATOR

***Alternate EOC Location***

Facility / Address:	Municipal Office Building, 119 Park Avenue, Lyndonville, VT
Phone Numbers:	(802) 626-5785 TC, (802) 626-5834 MA
Equipment/Notes:	Generator



- 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

*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.*

<b>National Incident Management System (NIMS) Typed Resources</b>												
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					3	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					2	
Marine Vessels	N/A	N/A	N/A	N/A		Snow Blower, Loader Mounted					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				N/A		
Firefighting Brush Patrol Engine	N/A	N/A	N/A			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	2	Truck, On-Road Dump					8	
Aerial Fire Truck			N/A	N/A	1	Truck, Plow					7	
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)				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					1	
Air Compressor					2	Wheel Loader, Medium						
Concrete Cutter/Multi-Processor for Hydraulic Excavator						Wheel Loader, Small				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		N/A	N/A	N/A	1	
Generator					1	Wood Tub Grinder						
Grader				N/A	2							

Information about the NIMS Typed resources can be found at: <https://rtlt.preptoolkit.org>

#### 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:	LyndonVT.org Lyndonvillefire.com Twitter@LFP_Tiger1 Facebook: Lyndonville Fire Department VT
Local Newspaper, Radio, TV:	Caledonian Record Newspaper WGMT 97.7 FM KIX 105.5 FM (WKXH) Cable Access Channel 7 (Northern VT University)
Public Notice locations:	Municipal Building 119 Park Avenue Lyndonville Cobleigh Library Depot Street Lyndonville, VT The White Market Plaza Memorial Drive Lyndon
<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>
The Pines Nursing Home 601 Red Village Rd.	(802) 626-3361
Lyndon Town School (Amy Gale) 2591 Lily Pond Rd.	(802) 626-3209
Northern Vermont University (Tom Archer) 1001 College Rd	(802) 626-6332 ext 6454
The Riverside School 30 Lily Pond Road	(802) 626-8552
Lyndon Institute (T.J. Tanner) 81 College Rd.	(802) 535-3684
Darling Inn (Dale Gilman) 76 Depot Street	(802) 357-4623 or cell# (802) 249-0655
Marigold Apartments (Dale Gilman) 139 Church Street	Same as above
Maple Ridge Trailer Park (Dale Gilman) Kate Street, Sam St., Steve St.	Same as above

Cardinal's Nest (Peggie Parker) 73 Brown Farm Rd	(802) 274-3218
Lyndon Meadows (Allan Carr) 121 Commerce St.	(603) 631-0236
Lyndon Terrace (Allan Carr) 16, 30, 38, & 40 Lyndon Terr.	Same as above
Riverside Life Enrichment (Andrea Stauffenecker) 2104 East Burke Rd.	(802) 626-3900
Lyndonville Child & Family Dev't Program (Emily Frazier) 1913 Lynburke Road	(802) 626-8616
Play & Learn Daycare (Mariko Raymond) 203 Deer Run LN.	(802) 626-8993 or cell (802) 535-2894
Stay & Play Daycare Center (Anneka Bickford) 214 Charles Street	(802) 626-8363 or cell (802) 535-9301
Cindy Sanville 267 Deer Run LN.	(802)626-5122 or cell (802) 274-7741
Beth Bigelow 146 Lyndon Heights Drive	(802) 626-5795 or cell (802) 272-0959
Terri Hunter 519 Main Street	(802) 626-8794 or cell (802) 535-9350
Pamela Schabler 342 Mohawk Drive	(802) 626-4621 or cell (802) 274-6016
Monica Stowell 50 Raymond Street	(802) 626-4043 or cell (802) 274-4928
Jeni Bigelow 306 Charles Street	(802) 626-3316 cell
NEK Pre-school & Childcare (Rachel Bickford & Sarah Lafferty) Church Street	(802) 626-0200 or cell (802) 274-7056
Rachel Poulin 72 Twilight Lane	(802) 626-3162 or cell (802) 274-0406
Kingdom Montessori (Gabrielle Mathewson) 49 Mattie House Circle	(802) 626-0370 or cell (802) 473-0798
Thaddeaus Stevens School (Julie Hanson or Jonathan Forrest) 39 Luther Circle	(802) 626-0370
Northern Hill Estates MH Park (Mark Bean) Daniel & Ray Avenue off of Hill Street	(802) 626-8686 or cell (802) 274-9207
Riverview Estates MH Park (Mark Bean) Marble, Slate, Granite, and Crystal Lanes	(802) 626-8686 or cell (802) 274-9207
Woodland Heights MH Park (Mark Bean) Robin, Bluebird, Thrush Lanes	(802) 626-8686 or cell (802) 274-9207
Cornerstone Christian School (The Fold) 133 Cornerstone Lane	(802) 626-5620
Cornerstone Christian School (The Fold) 949 McGoff Hill Road	(802) 626-5620



## 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:	
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 802-660-9130
Phone Numbers:	

### ***Primary Local Shelter***

Location / Address:	Public Safety Building 316 Main Street
Facility Contact(s):	Greg Hopkins or Jeffrey Corrow
Phone Numbers:	(802) 249-1886 (802) 745-7376 Shelter # (802) 626-4100
Shelter Manager:	Jeff Corrow
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	Red Cross Agreement
	Capacity: 50 Generator? Y Pets Allowed? Y / N

### ***Alternate Local Shelter***

Location / Address:	Lyndon Town School 2591 Lily Pond Rd.
Facility Contact(s):	Amy Gale or George Gardiner
Phone Numbers:	(802) 626-3209
Shelter Manager:	Amy Gale
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	Red Cross Agreement
	Capacity: 100 Generator? N Pets Allowed? Y / N

### ***Alternate Local Shelter***

Location / Address:	Northern Vermont University 1001 College Road
Facility Contact(s):	Tom Archer
Phone Numbers:	(802) 626-6332 Ext. 6454
Shelter Manager:	Tom Archer
Staff Requirements:	
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	Red Cross Agreement
	Capacity: 100 Generator Y Pets Allowed? Y / N



**Contact Information**

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
<b>Local Emergency Management Team</b>					
EMD	Greg Hopkins	(802) 249-1886	(802) 626-4588 W	(802) 626-1208 H	chiefhopkins@lyndonvillefire.com
EM Coordinator	Justin Smith; or Dan Daley SB Chair	(802) 626-5834 W	(802) 626-6070 H		justin@lyndonvt.org dan.daley@charter.net
		(802) 793-6292 (C)	(802) 626-8386 H		
<b>Local Response Organization Contacts</b>					
Fire Chief	Jeffrey Corrow	(802) 745-7376	(802) 626-4100 Fire station		jeff.corrow@lyndonvillefire.com
Deputy Fire Chief	Greg Hopkins	(802) 249-1886	(802) 626-4588 W	(802) 626-1208 H	chiefhopkins@lyndonvillefire.com
Assistant Fire Chief	Patrick McLaughlin	(802) 535-4468	(802) 535-2276 H		patrickmclaughlin@vermont.gov
EMS Chief	Jillian McLaughlin	(802) 626-1101			jillian@lyndonrescue.net
Chief of Police or Constable	Jack Harris	(802) 748-3111 Dispatch	(802) 535-0007 C	(802) 626-1271 ext 100 Office	jack.harris@vermont.gov
State Police or County Sheriff	Vermont State Police	(802) 748-3111 Dispatch			
Local Dispatch Center	Williston, VT	(802) 748-3111			
<b>Local Public Works Contacts</b>					
Road Foreman	Robert Nutting	(802) 626-5877	(802) 274-9654 C		lyndonroads@myfairpoint.net
Road Commissioner	Selectboard	(802) 793-6292			dan.daley@charter.net
Town Garage	Robert Nutting	(802) 626-5877	(802) 274-9654 C		lyndonroads@myfairpoint.net
Drinking Water Utility	Joe Dauphin	(802) 626-5468	(802) 535-9242		Lyndonvillewater@yahoo.com
Wastewater Utility	Joe Dauphin or Rodger Sheldon (Utility Partners)	(802) 626-5468	(802) 535-9242		Lyndonvillewater@yahoo.com
		(802) 626-5939	(802) 274-1915 C		rodger.sheldon@utilitypartnersllc.com

**Contact Information**

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
<b>Municipal Government Contacts</b>					
Town Administrator	Justin Smith	(802) 626-5834	(802) 626-6070		justin@lyndonvt.org
Town/City Administrator	Justin Smith	(802) 626-5834 W	(802) 626-6070 H		justin@lyndonvt.org
Selectboard Chair	Dan Daley	(802) 793-6292 C	(802) 626-8386 H		dan.daley@charter.net
Selectboard Alt	Christian Thompson	(802) 626-3976 H	(802) 373-6306 C		christian.thompson05850@gmail.com
Selectboard Alt	Fred Gorham	(802) 626-3970 H			gorhams1@charter.net
Town Clerk	Dawn Dwyer	(802) 626-5785 W			dawn@lyndonvt.org
Town Treasurer / Finance	Dawn Dwyer	(802) 626-5785 W			dawn@lyndonvt.org
Town Health Officer	Debra Smith	(802) 535-7492 C			dedwardsm1@gmail.com
Forest Fire Warden	Selectboard	See Above			
Animal Control Officer	Cindy Gady	(802) 626-7297 W	(802) 274-1296 C		cindyc13@hotmail.com
School Contact #1	Amy Gale	(802) 626-3209 W			
School Contact #2	Rhonda King	(802) 626-3209 W			
School District Office	Jen Botzjorns	(802) 745-9406 W			
Lyndon Electric Dept. Manager	Bill Humphrey	(802) 626-3366 W			bhumphrey@lyndonvilleelectric.com
Lyndon Electric Dept. Superintendent	Jason Lefebvre	(802) 626-9252 W			jlefebvre@lyndonvilleelectric.com
<b>Other Contacts</b>					
Village Trustees Chair	Chris Hunter	(802) 626-8794 H	(802) 535-1509 C		chris8794@yahoo.com
Village Trustee	Susan Mills	(802) 626-3366	(802) 274-1292		smills@lyndonvilleelectric.com

