

**Addison County LEPC, District 8**  
**November 29, 2006 5:00–6:02pm**  
**Public Safety Bldg • New Haven • VT**

Meeting called to order at 5:00pm

1. **Secretary's Report**—(Robin) Minutes sent via email 11/13. Tim moved to accept as written. Seconded. Passed.
2. **Treasurer's Report**—(Andrea O.) There are a few items that are unallowable under our grant (e.g. batteries, toner), so will be out-of-pocket; checking balance at end of October was \$1450.18; deposited \$12,500.00 (\$1000 from workshop, \$2500 remaining state allotment for the year, plus 2 other checks totaling \$9,724.18); the \$9,724.18 going out immediately to cover CERT '04 expenses; balance on-hand \$4,950.18.
3. **Equipment Status**—(Matt) *ref: equipment distribution list*—The printer-fax has been delivered to Andrea; Matt will bring laptop speakers to VSP; Tim brought in the wall screen, easel w/marker board, 2-wheeled cart, & deskjet printer; Pip needs to get the projector & tripod screen to VSP; films & haz-mat books will remain at Midd. PD until locked storage can be arranged at VSP.  
[*Lucky: Why are projector & tripod, purchased for CERT, to be kept at VSP rather than w/other CERT equipment?*  
*Tim: Not just CERT may need, VSP is more centralized, equipment can be signed out by whomever needs it. If a schedule conflict arises, it will need to be sorted out at the time.*]
4. **NIMS Survey**—(Matt) Survey originally sent to first responders in September, few returned to-date; State wants all completed—failure to do so may put grant eligibility at risk. Copies of surveys handed out to those present who were in a position to hand-off to the responsible parties or to complete for their organizations.
5. **Hurricane Tabletop Invitees**—(Tim) Initial meeting of the Planning Committee (members: Bob Arnebold, Andrea Ochs, Bill Brim, Tom Hanley, Tim Bouton) was held Nov. 7 in Rutland. The next Planning Committee meeting will be in Rutland, Jan. 5 @ 2pm  
A Tabletop exercise is planned for January 13, 10 to 4. Planners are looking for names of possible invitees to represent selectboards/road foremen/fire & rescue districts/VT Local Roads/Red Cross/"police-types"—looking for representation for varying sizes of towns. [*Lucky: Why no EMD's included? Tim: Good question. Category added.*]; group suggested names, Tim will contact with an invite.  
Potential tabletop invitees are:
  - From ACFA—Dean Gilmore (president) and Jim Breur (vice President)
  - From EMS District leadership—Charlene Phelps (District 7 chair) and Chuck Welch (District 3) (he'll give us an appropriate name)
  - Police types—Tom Noble VSP (or designee), Bill Wager (Vergennes police), and Jim Coons (county sheriff)
  - Town Manager/SB—Janice Moulton (Panton SB chair), Bill Finger (Middlebury Town Mgr), Peter James (Weybridge SB)
  - Red Cross—Tim Stetson (will assign a rep)
  - Road Foreman—Pete Bouvier (Bristol), Jim Larrow (Vergennes), Bryan Nolan (Addison)
  - VT Local Roads (will assign a rep)
  - Town EMD—Marty Whittemore (Ripton), Charlie Huizenga (Monkton)
6. **Haz-Mat Plan Committee**—(Tim) Looking for 5 volunteers to be on committee. Beth Diamond, Phil Grace, Jessica Jackson, Bud Scully signed up to work w/Tim. The committee will review the existing plan and make corrections/additions as needed. We will assume, pending notification, that our request for funding to update Tier-II info has been granted. Those funds will be rolled into the Haz-Mat Plan.
7. **Upcoming Events**—
  - i. **PDM-C Workshops**—(Pre-Disaster Mitigation—Competitive); money for mitigation projects depends on attending; money is in a nationwide pool, all applications compared against each other; to be considered, you must have a current, up-to-date mitigation plan
  - ii. **Section Chief Training**—TBA (possibly March); training for ICS Section Chief, covers Planning, Logistics, Operations. Addison County currently has no one qualified.

- iii. *“First Responder Preparedness for the Hearing Impaired”*— Reminder of the training to be held 12/5/06, 8AM to 5PM, in Burlington; details: Carrie Foster 866 410-5787, x 6255
- iv. *Communications Sub-Committee*—previous meeting postponed, rescheduled for Nov 30<sup>th</sup> @ 4:30, ACRPC offices
- v. *ICS 300, January ’07*—NOT in Whiting as previously stated, State wants a more central location which has not yet been selected; for incident supervisors, officers of Fire Depts, Rescue, Selectboards, Emergency Management Committee members; approx 27 hrs.
- vi. *PSD-C Tabletop*—January 13, 10 to 4, Rutland—3 tables with “players,” others are welcome to come and watch. Scenario: hurricane.

**8. Other—**

- State Emergency Response Commission (SERC)—(Pete) Meeting was not “official” as governor has not yet appointed a Chair; Region 1 EPA rep brought tape of the Danvers, MA ink plant explosion—30 houses & 25 businesses destroyed, minimal injuries attributed to early morning time of event (most people still asleep); rewrite of Title 20 added requirement for 2 animal rescue persons on SERC and one animal rescue person to be on every LEPC; One of SERC’s animal people is Joanne Barbeau from the Humane Society of the US office in Jacksonville, VT; Pete’s name has been submitted for the SERC Chairmanship.
- (Andrea O) FEMA reopens the Fire Prevention and Safety (FP&S) grants on December 4; info available on the Assistance to Firefighters site ([www.firegrantsupport.com/fps/](http://www.firegrantsupport.com/fps/)); will be making grants to fire departments for awareness/prevention/safety projects (smoke-detectors to distribute to town, etc); grant period runs through 5pm EST January 12.
- Lucky expressed appreciation for the detailed minutes.

Next meeting set for **January 3, 5PM @ VSP**

Meeting adjourned at 6:02 pm.

Robin Conway, Secretary

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**ATTENDEES:**

- Lucky Diamond—Lincoln EMD/CERT
- Louise Diamond—Lincoln EMC/CERT
- Jessica Jackson—VT Dept of Health, Midd.
- Phil Grace—Addison Deputy EMD
- Bob Arnebold—Orwell EMD
- Sue-Ann Arnebold—Orwell Town Clerk
- Robin Conway—AC-LEPC Secretary; Shoreham EMC
- Charlie Huizenga—Monkton EMD
- Andrea Ochs—AC-LEPC Treasurer; Orwell Rescue
- Donald Pepe—CSAC disaster response team
- Tom Noble—VSP
- Peter Coffey—VEM Deputy Director
- Bud Scully—Lincoln 1st Response
- Beth Diamond—VT 2-1-1
- Matt Fraley—AC-LEPC Chair; Vergennes Fire
- Pip Wales—Weybridge EMD
- Marty Whittemore—Ripton EMD
- Tim Bouton—AC-LEPC Coordinator