

**Addison County LEPC, District 8**  
**February 28, 2007 5:08–6:03pm**  
**Public Service Bldg/VSP • New Haven • VT**

Meeting called to order at 5:08 pm

1. **Secretary's Report**—(Robin) Minutes sent via email 2/16. Andrea O noted a correction to her affiliation as being just First Response, not to include Fire; Steve Poirot emailed corrections to clarify handouts and related info which he had provided, under #8, *Homeland Security Update*. Corrections noted, incorporated, and read aloud; Tim moved to accept Minutes as amended, Andrea Seconded. Motion Passed.
2. **Treasurer's Report**—(Andrea O.) *ref: banking statement handout*—checking bal: \$2,594.14; still to be dispersed: \$1,000 to RPC for bookkeeping. Motion to accept the Treasurer's report. Seconded. Motion passed.
3. **Discussion re: Valentines' Day Snowstorm**—(Matt) Discussion re transportation issues for EMS services during such storms; perhaps there could be a plan set up with VAOT to establish a relay system for critical medical transports; prior to loading patient into ambulance, the appropriate state highway sections would be notified and state highway trucks would keep roads cleared in advance of the ambulance, handing off to next truck at predetermined transfer spot. Plan would need formalizing and all protocols in place prior to an event warranting its use. Idea met with favorable comments, Matt will pursue.  

[Tim] Attended local road foreman's meeting after the storm; suggestions: cots, blankets, food to be kept at town shed/garage for road crews during all-night/multi-day road clearing events; Selectboards & road crews should determine primary/secondary/tertiary roads to be cleared, and advise residents on the secondary/tertiary roads so they know that they will not be plowed out immediately, and why that is; Emergency management directors should contact road crews, especially when there is such advance notice, and make sure all necessary resources are in place.

[Randy] VAOT has identified the main highways it feels are necessary to keep open in the event of emergencies/evacuations; town road crews should be aware of what these identified roads are, and work to ensure access from their towns is kept open.
4. **Functional Annex Cheat Sheets FA's**—(Tim) Tim handed out the 14 FA cheatsheets he has developed, in conjunction with Paul Connor in Rutland; these represent an abbreviated version of the Functional Annexes that make up the resource identification system for a town's EOP. He has filled those county/regional resources he has at hand, is looking for feedback with comments/changes/additions. Each town will then need to supply its own local resources, but the sheets provide a good start point and would suffice, once filled in, to allow anyone to locate a needed resource upon request of the IC or other official.
5. **Newspaper Insert Update**—(Matt) Goodrich has committed \$500 to the insert printing; Matt will also meet with Vergennes Rotary and others in hopes of obtaining additional monies. Robin contacted Neat Repeats; although this is not the type of thing they normally fund, we may get something and is worth a shot. From latest print quotes received, it appears that printing sufficient inserts for all 3 local papers will run about \$3,000 as expected.

**6. Other Business**—

- Tim—Several haz-mat reports have come in or the database; [*ensuing comments*] EPA is making a strong push for reporting of sulfuric acid, meaning many large vehicle batteries (forklifts, etc) need to be included.—Farms report under Agency of Ag; however, Agency of Ag is not very forthcoming with the info it collects which leaves some holes in LEPC data.—LEPCs need to develop protocols for the release of haz-mat info to the public. Info release can not be refused, but LEPCs can determine what their procedures will be when a request is made.
- Beth—VT211 is now available 24/7; she recently passed the ICS700
- Randy—SERC appointees have been made, with the exception of local government appointee —“DisasterLAN” is now statewide; this is a website where emergency managers can login and

post items re their town, view what's happening across the state, see what resources are available and what has been deployed, etc.

Move to Adjourn by Andrea; motion Seconded. Meeting adjourned at 6:03 pm.

Robin Conway, Secretary

**ATTENDEES:** Robin Conway— Shoreham EMC; AC-LEPC Secretary  
Pip Wales—Weybridge Emergency Management  
Steve Johnson—Addison County ARES  
Randy Bronson—VEM HazMat Compliance Mngr  
Sue-Ann Arnebold—Orwell Town Clerk  
Bob Arnebold—Orwell EMD  
Jessica Jackson—VT Dept of Health, Midd.  
Margaret Tarmy—VT Dept of Health, Midd.  
Tim Bouton—ACRPC; AC-LEPC Coordinator  
Andrea Ochs—Orwell First Response; AC-LEPC Treasurer  
Matt Fraley— Vergennes Fire; AC-LEPC Chair  
Beth Diamond—VT 211  
Craig Bingham—Midd. Selectboard