Municipality: Panton Date Updated: 06/17/2025

Local Emergency Management Plan

1. Emergency management planners

These are the people who wrote and maintain this plan. This must include the EMD.
Zach Weaver, Selectboard Chair (EMD), Kyle Rowe-Town Clerk/Treasurer (EMC) and Harry Schoppmann (VEM).

2. Municipal emergency operations center (EOC)

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 municipal position(s) can activate the EOC? **EMD/ EMC/ Selectboard**

Preferred EOC positions and duties	
Position title	*Duties associated with that position*
EOC Director	Supervises and directs all EOC activities coordinating municipal support and response
Communications Support	Staffs phone and radio
Situational Awareness	Tracks and answers any Requests for Information (RFI)
Logistics Support	Tracks and coordinates any Requests for Support (RFS)
Public Info Officer	Produces and posts public information and press releases
Admin	Maintain Operations Logs, documents expenses for reimbursement
Potential EOC staff members	
Name	*Qualified position(s) and notes*
Kyle Rowe	EOC Director
Zachary Weaver	EOC Director
Robert T. DeGraaf Kirsten De La Cruz	As Directed by the EOC Director
Teresa Boucher	As Directed by the EOC Director
Reece Jaring	As Directed by the EOC Director
Rick Cloutier	As Directed by the EOC Director
Paul Sokal	As Directed by the EOC Director
Donna Oliver	As Directed by the EOC Director
Primary EOC location	
Facility address:	Town Hall- 3176 Jersey Street, Panton VT 05491
Phone numbers:	802-475-2333
Equipment and notes:	☒ generator/battery bank ☒ internet ☒ phone line ☒ computers ☒ copy machine ☒ projector or large screen ☐ food prep ☒ HVAC

	ADA Compliant. GMP now providing emergency backup power for the town from the local solar field and battery backup.
Alternate EOC location (if applicable)	
Facility address:	*Vergennes Panton Water Treatment Plant- 1311 Adams Ferry Road Panton VT 05491
Phone numbers:	802-877-2440
Equipment notes:	☒ generator ☒ internet ☒ phone line ☒ computers ☐ copy machine ☐ projector or large screen ☐ food prep Not ADA compliant *Water Company employee must be on site.

3. Resources

Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.		
Who is authorized to make emergency purchases and what are their spending limits. Please note the town is responsible for ensuring individuals listed in this plan are aware of and following these limits.		
Selectboard, Town Clerk/Treasurer, Road Foreman-Purchasing limits set forth in Town Purchasing Policy to Apply. Policy attached to report.		
Please use the following sections to note resources you may need during a disaster, and how you would access them. Resources to consider include, but are not limited to, fuel for town vehicles, food, office supplies, plow trucks, dump trucks, generators, excavators, wood chippers, all-terrain vehicles, and signage.		
Town or city owned resources (if applicable)		
Type of resource	*Name*	*Contact information*
Concrete cutter, grader, excavator, road sweeper attachment can be added to the excavator, trailer, 2 dump trucks/plows, backhoe, loader	*Panton Highway Department*	*Rick Cloutier*

Businesses with standing municipal contracts (if applicable)		
Type of resource	*Name*	*Contact information*
Plowblades	Viking Cives	315-543-2321
Salt	Apalachee	585-442-4131

Other local resources (if applicable)		
Type of resource	*Name*	*Contact information*
Structural and wildfire firefighting. Response, inspection, containment and cleanup of hazardous materials	Vergennes Fire Department	9-1-1 802-877-3201
Ambulance and Rescue Service	Vergennes Area Rescue Squad	9-1-1 802-477-3683
Law Enforcement	VT Sherriff Department	9-1-1 802-388-2981
Search and Rescue	VT State Police (VSP)	9-1-1
VEM Watch Officer 24/7 (and State Emergency Operations Center)	Vermont Emergency Management	800-347-0488
Mutual Aid Authorizing Individual List	Kyle Rowe Zach Weaver Teresa Boucher Rick Cloutier	See Contact Info pages

State support that is usually at no cost to the municipality:

- Vermont Hazardous Material (HAZMAT) Response Team (VHMRT)
- Vermont Urban Search and Rescue (USAR, VT-TF1)
- Vermont State Police Special Teams
- Swiftwater rescue teams (both local and VT-TF1)
- Regional shelter support
- Subject matter expertise from state government agency or federal response agency

State support and resources the municipality will normally eventually have to pay for:

- Supplies and equipment
- 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.

National Incident Management System (NIMS) typed resources* (if applicable)											
Type	**I**	**II**	**III**	**IV**	**Other**	**Type**	**I**	**II**	**III**	**IV**	**Other**
Critical Incident Stress Management Team		**N/A**	**N/A**	**N/A**		Water Pumps, Drinking Water Supply - untreated source					
Mobile Communications Center						Water Pump, Water Distribution					

Mobile Communications Unit (Law/Fire)			**N/A**	**N/A**		Water Pump, Wastewater					
Water Pumps, De-Watering						Water Valve Maintenance Truck				**N/A**	

*Information about the NIMS typed resources can be found at: https://rtlt.preptoolkit.fema.gov

4. Public Information and Warning

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. *Vermont Emergency Management (1-800-347-0488) can send VT-Alert messages on behalf of your community if you are unable to send them on your own.* *Many communities have individuals who need translation services, are deaf or hard of hearing, or blind or visually impaired. Municipalities may use, at their own expense, statewide translation contracts on the Buildings and General Services website to meet these needs. Please consider what those needs may be, and how those needs can be met.*	
Local VT-Alert managers and managers of other notification systems (if applicable):	Vermont Emergency Management: 800-347-0488 VT-Alert: vem.vermont.gov/vtalert
Important local websites or social media channels (if appliable):	Town Website: https://www.pantonvt.us/ Front Porch Forum
Local newspaper, radio, TV (if applicable):	Addison Independent WVTK FM (92.1 MHz) WCAX TV
Public notice locations: These are physical locations that you are required to post meeting notices per 17 V.S.A. § 2641. Two must be in town and the third must be in or near the town clerk's office.	Town Hall: 3176 Jersey Street, Panton VT Town Garage: 2167 Panton Road, Panton VT Bulletin Board: Jackson Rd at East St Panton VT Town Beach: Adams Ferry Rd, Panton BJ's Farm Supply, Panton Rd, Panton, VT
Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with many 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. Dial 211 or (802) 652-4636.	

5. Organizations and communities requiring additional coordination

This is the list of organizations that need extra communication and coordination from the local emergency operations center before, during, and after an emergency. This list should include all organizations the town needs to have enhanced communication with, including schools, daycares, nursing homes, organizations serving speakers of languages other than English, organizations serving New Americans, organizations serving unhoused individuals, mobile home parks, dams, facilities in hazardous areas, and communities that may need additional coordination. Individuals that need extra communication and coordination can be accessed through Citizen Assistance Registration for Emergencies (CARE). If necessary, the EOC may contact organizations and facilities, listed below, that serve populations that may be 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. Please ensure these contacts have updated EMD contact information.

Organization or community	*Contact information or method of coordination*	*Notes*
CARE	VEM 800-347-0488	

6. Shelters

During some emergencies, the EOC will monitor or coordinate support for individuals who are displaced. When multiple locations are available, shelters should be selected based on how individuals can access that location during a variety of disasters, how food and other resources can be provided at that location, and which services (food, generator, etc.) are available on site or within close proximity.	
Spontaneous sheltering	
Determine the approximate number of people who need sheltering. Call the state EOC or VEM watch officer at 800-347-0488 and request support. This support may be in the form of a regional shelter. Track the status of residents who need shelter until their situation stabilizes.	
Primary local shelter This must be a location that your city or town has the authority to open	
Location and address:	Town Hall- 3176 Jersey Street, Panton VT 05491
Facility contact(s):	Kyle Rowe, Town Clerk/Treasurer, Zach Wever, Chair-Selectboard
Shelter manager:	Selectboard and or designee
Staff requirements:	Minimum of 2
Services (select all the apply):	☒ Warming center ☒ Cooling center ☒ Overnight shelter ☐ Food preparation ☐ Showers ☐ Generator ☒ Pets allowed
Daytime capacity:	70
Overnight capacity: (if applicable)	35
Notes:	GMP for emergency power. ADA compliant
Alternate local shelter (if applicable)	
Location and address:	Vergennes Panton Water Treatment Plant- 1311 Adams Ferry Road Panton VT 05291
Facility contact(s):	Jon Deming
Shelter manager:	Selectboard and or designee
Staff requirements:	Minimum of 2. *Water company representative required on site
Services (select all that apply):	☒ Warming center ☐ Cooling center ☐ Overnight shelter ☐ Food preparation ☐ Showers ☒ Generator ☐ Pets allowed
Daytime capacity:	50
Overnight capacity:	
Notes:	Not ADA compliant

Annexes (Optional, create and letter as needed)

See the Vermont Emergency Management (VEM) web site at https://vem.vermont.gov for samples and examples of annexes such as: forms, delegations of authority, incident-specific plans, checklists, matrices, animal disaster references, etc.

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Local emergency management team					
EMD (Director)	Zach Weaver	802-578-0099	802-475-2720		zweaver@gmail.com
EMC (Coordinator)	Kyle Rowe	802-475-2334	802-377-2838		emc@pantonvt.us, clerk-treasurer @pantonvt.us
EOC staff					
EOC staff					
EOC staff					
EOC staff					
Local response organization contacts					
Fire chief	David DiBiase Vergennes FD	802-877-3201			
Assistant or Deputy Fire Chief	Christopher Gebo Vergennes FD	802-877-3201			
EMS Chief	Tom Leeman Vergennes Area Rescue Squad (VARS)	802-477-3683			
Chief of Police or Constable	Chuck Cushman	802-458-7444	802-475-2333		constable@pantonvt.us
State police or county sheriff	Vermont State Police Sherriff Department	802-388-4919 802-388-2981			
Local dispatch center					
Local public works contacts					
Road Foreman	Richard Cloutier	802-475-2085	802-475-2333		rickcloutier@pantonvt.us
Road Commissioner					
Town Garage		802-475-2085	802-475-2333		
Drinking Water Utility					
Wastewater utility					

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Municipal government contacts					
Town Administrator	N/A				
Town or City Manager	N/A				
Selectboard Chair	Zachary Weaver	802-578-0099 (C)	802-475-2333		Zacharyweaver@pantonvt.us
Selectboard Alt	Reece Jaring	802-989-8260 (C)	802-475-2333		Reece.jaring@pantonvt.us
Selectboard Alt	Teresa Boucher Robert T. DeGraaf Kirsten De La Cruz	802-345-5360 (C) 802-310-4388(C) 802-349-7152(C)	802-475-2333		Teresaboucher@pantonvt.us rdegraafpantonselectboard@gmail.com kirsten.delacruz@pantonvt.us
Town Clerk/Treasurer	Kyle Rowe	802-475-2334(W)	802-377-2838		Clerk-treasurer@pantonvt.us
Assistant Clerk	Donna Oliver	802-475-2333(W)			Assistant@pantonvt.us
Town Health Officer	Geoffrey Nelson	802-349-3305	802-475-2333		Gsnelson@gmavt.net
Forest Fire Warden	Matt Fraley	802-759-2601	802-475-2333 802-777-7972		
Dog Warden	Reece Jaring	802-989-8260			
School Contact #1	Martha DeGraaf	802-475-2333			
School Contact #2					
School District Office	Addison Northwest	802-877-3332			
Panton 9-1-1 Coordinator	Paul Sokal	802-759-2529	802-475-2333		jps@gmavt.net
Town Constable	Chuck Cushman	802-458-7444	802-475-2333		
Other contacts (including neighboring EMDs)					
VEM Watch Officer	Also SEOC	800-347-0488			
American Red Cross		802-660-9130			
Green Mountain Power		888-835-4672			Callcenter@greenmountainpower.c
Vermont Gas (VGS)		800-639-8081			