

Bristol Town Administrator

From: Schoppmann, Harry <Harry.Schoppmann@vermont.gov>
Sent: Thursday, June 8, 2023 9:33 AM
To: Bristol Town Administrator
Cc: alroe; Treasurer; Bristol Clerk
Subject: RE: Bristol's 2023 LEMP

Valerie,

Thank you for updating the LEMP. The 2023 Bristol LEMP is now Received and Accepted. Also I totally understand the shelter preparedness piece, Bristol is not alone in facing the challenges that you mentioned, glad to hear it is high on your list of things to follow up on. Let me know if there is anything I can assist you with in terms of planning, training, exercises or answering any questions you might have about emergency management in general, as I am now officially the Northwest Regional Coordinator here at VEM replacing Max Kennedy. I look forward to working with you moving forward.

Thanks,
Harry

Harry Schoppmann
Regional Coordinator–Northwest
Vermont Emergency Management (VEM)
(802) 585-4509

From: Bristol Town Administrator <townadmin@bristolvt.org>
Sent: Monday, June 5, 2023 12:39 PM
To: Schoppmann, Harry <Harry.Schoppmann@vermont.gov>
Cc: alroe <alroe@acrpc.org>; Treasurer <treasurer@bristolvt.org>; Bristol Clerk <clerk@bristolvt.org>
Subject: RE: Bristol's 2023 LEMP

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Hi Harry,

Belated thank you for your feedback and recommendations to update Bristol's LEMP. Attached is a revised version with the emergency purchasing section updated. I included myself as an additional authorized purchasing agent, as referenced in Bristol's purchasing policy, which includes a provision for emergency purchasing (attached). Ratification of this revision will be on this Monday's Selectboard agenda.

Yes, we are aware of the need to further develop our shelter preparedness. It was specifically discussed at the April 24 Selectboard meeting. A challenge has been COVID, staff turnover, and overall staff capacity limitations. Now that COVID is largely behind us and staff situations appear to be stabilizing, this is high on our list of things to follow up on.

Thank you, again. Please let me know if you have any other concerns.

--Valerie

Valerie Capels, Town Administrator
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From: Schoppmann, Harry <Harry.Schoppmann@vermont.gov>
Sent: Thursday, May 25, 2023 2:35 PM
To: Bristol Town Administrator <townadmin@bristolvt.org>; alroe <alroe@acrpc.org>
Subject: Bristol's 2023 LEMP

Good Afternoon Andrew and Valerie,

In reviewing the Bristol 2023 LEMP, under the section emergency purchasing agents, it lists the Town Treasurer as the emergency purchasing agent. But under the emergency spending limit, it says to be determined. Can you please update that and resubmit it and so I can then Accept it.

We need it to either say one of the following

- 1)none
- 2)define a limit amount as decided by the town
- 3)refer to the towns purchasing policy (then include it as an appendix).

After looking at the LEMP my only suggestion (not a requirement) is to try and name shelter managers for the primary and alternate shelters. This way if shelters are needed, you are not scrambling to figure out who is going to manage them during the disaster. Another added benefit is whoever you name to that role, also then has the time and awareness to get themselves trained and prepared to fill that role.

Thanks,
Harry

Harry Schoppmann
Regional Coordinator–Northwest
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