

Addison County Regional Planning Commission

14 Seminary Street Middlebury, VT 05753 <http://www.acrpc.org> Phone: 802.388.3141

Sharon Lucia, Town Clerk
Town of Bristol
PO Box 249
Bristol, VT 05443

Dear Sharon,

I am writing with a request for your municipality to reappoint **2 designees** for the Addison County Regional Emergency Management Committee at one of your upcoming Select Board meetings and sign and return the REMC Appointment Form by June.

Regional Emergency Management Committees (REMCs) coordinate and support regional all-hazards emergency planning and preparedness activities to improve each region’s ability to prepare for, respond to, and recover from all disasters. The Addison County Regional Planning Commission provides administrative support to the Addison County REMC (<https://acrpc.org/acrpc-remc/>).

The Addison County REMC consists of two voting members from each municipality:

- The **local Emergency Management Director** or Emergency Management Coordinator, and
- A **representative of the local emergency services community**

Important: If one of the representatives is unable to attend meetings, they may designate the other as the voting member in their city or town to serve as their proxy (by checking the box next to their name). This proxy designation allows that individual to represent 2 individuals for the purposes of achieving quorum. We recommend checking boxes by both names so that either representative can represent the other in the case that they aren’t present at the meeting.

The Addison County REMC also encourages public or private individuals or organizations interested in emergency planning and preparedness to attend as non-voting members.

The next meeting of our Regional Emergency Management Committee will take place on **May 8 (noon-1pm)**, and additional meetings are held on the second Wednesdays of August, November, and February. Please do not hesitate to reach out to me if you have questions or wish to discuss further.

Sincerely,

Andrew L'Roe, ACRPC Emergency Management Planner

Addison
Lincoln
Salisbury

Bridport
Middlebury
Shoreham

Bristol
Monkton
Starksboro

Cornwall
New Haven
Vergennes

Ferrisburgh
Orwell
Waltham

Goshen
Panton
Weybridge

Leicester
Ripton
Whiting



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Regional Emergency Management Committee Appointment Form

July 1, 2024 to June 30, 2025

The Town of Bristol appoints the following Emergency Management Director (or designee) and Emergency Services Representative to represent the town on the Addison County Regional Emergency Management Committee for a one-year term starting on July 1, 2024 and ending June 30, 2025.

	Name	Phone	Email	Check if designated as a Proxy Voter*
Emergency Management Director/Designee:	Valerie Capels	802-453-2410 ext. 1	townadmin@bristolvt.org	<input type="checkbox"/>
Emergency Services Representative:	Peter Coffey	(802) 453-3538	pcoffey@gmavt.net	<input type="checkbox"/>

Chair, Town of Bristol Selectboard

* the EMD/designee representative can give the Emergency Services representative their voting proxy for REMC voting issues OR the Emergency Services representative can give the EMD/designee Representative on the REMC their voting proxy.

Addison Bridport Bristol Cornwall Ferrisburgh Goshen Leicester
Lincoln Middlebury Monkton New Haven Orwell Panton Ripton
Salisbury Shoreham Starksboro Vergennes Waltham Weybridge Whiting

