TOWN OF BERKSHIRE, VT
LOCAL HAZARD MITIGATION PLAN – STAKEHOLDER AND PUBLIC OUTREACH PLAN

To meet FEMA requirements and to ensure public, neighboring community, local and regional agency input opportunities, the following communication methods are recommended.

Goals:

1. Inclusive Participation and collaboration – Ensure all relevant stakeholders and the public have the opportunity to contribute including people with disabilities and functional access needs. Foster collaboration among all stakeholders.
2. Informed Decision-Making – Provide necessary education and information regarding hazards and risks.
3. Community Buy-In – Foster community support and ownership by involving stakeholders and public from the start.
4. Transparency - Build trust through clear, transparent and consistent communication throughout the planning process
5. Effective Implementation - Gather input that is practical, sustainable and responsive to the needs of the community.
6. Compliance – Ensure federal, state and local requirements for public involvement in hazard mitigation planning are met.

Identifying Planning Team and Stakeholders

- Local Government Officials – Selectboard Chair, Emergency Management Director, First response agencies, highway department, town clerk, finance, zoning administrator, communications, planning, and regional planning commission, Health Department
- School representatives
- Local and regional entities that support persons with disabilities, access, and functional needs (PDAFN) or vulnerable populations (vulnerability specific to hazard mitigation)
  - Hospital / medical care (Northwest Medical Center, NOTCH Enosburg)
  - Visiting Nurses Association
  - Champlain Valley Office of Economic Opportunity
  - Persons living in flood zones
- Neighboring communities (Franklin, Enosburgh, Richford)
- Local and regional agencies that support hazard mitigation / emergency response
  - East Berkshire Fire District#1
  - Northwest Regional Planning Commission
  - Franklin Co. Regional Emergency Management Committee
  - Franklin County Mutual Aid
  - Franklin County Sheriff's Department
  - Berkshire Fire Department
  - Berkshire Highway Department
- Businesses that support hazard mitigation / emergency response
  - Franklin County Industrial Development Corporation
  - Franklin County Chamber of Commerce
  - Vermont Electric Co-operative
  - Village of Enosburg Falls Light & Electric

- Organizations that support hazard mitigation / natural resources
  - Missisquoi River Basin Association
  - Franklin County Natural Resources Conservation District
- Non-Profit organizations – Including community-based organizations that work directly with or provide support to people with disabilities or functional accesses needs or front-line communities – housing, health care, etc.
  - Food Shelf, Healthy Roots Collaborative, Champlain Valley Office of Economic Opportunity, American Red Cross, Northern Tier Center for Health - Enosburg, Meals on Wheels)

Communication Methods and Implementation:

- Post meeting information (agenda, slides, zoom link, etc.) on town website
- Post meeting information (agenda, slides, zoom link, etc.) on town social media sites
- Post Online surveys / questionnaires on village website
- Send email notifications (e.g., meeting dates, agenda, slides, etc.) to planning team and stakeholders
- Post hard copies of meeting information (agenda, slides, etc.) in municipal building (e.g., town office, library, other)
- Post hard copy of meeting information (agenda, slides, etc.) in non-municipal building (e.g., post office,)

Processing Feedback

Feedback opportunities included public meetings, public comment period, requests. online feedback via email link, phone, regular updates and follow-ups. Comments and feedback received were incorporated during the plan update.

Planning Team and Stakeholders		
Name	**Organization**	**Role**
Emily Fecteau	Town Clerk	Planning Team Lead (Community Lead POC)
Jason Kittel	Berkshire Selectboard Chair	Planning Team Member (Locally elected official)
Mark Larivee	Selectboard EMD	Planning Team Member (Locally elected official)
Shaun Coleman	Northwest Regional Planning Commission	Planning Team Member
Danny Kennison	Road Foreman	Planning Team Member (Highway Dept. Lead)
Tony Archambault	Selectboard Fire Chief	Planning Team Member (Locally elected official, emergency services)
Ann Lavery	Zoning Administrator	Planning Team Member (Local official)
Pierre Letourneau	Enosburgh Selectboard Chair / EMD	Stakeholder (neighboring community)
Lisa Larivee	Franklin Town Clerk	Stakeholder

		(neighboring community)
Andy Pond	Richford Selectboard Chair / EMD	Stakeholder (neighboring community)
Jacqueline Kelley	EP, Vermont Department of Health, St. Albans District	Stakeholder (Public Health)
Reginald Beliveau, Jr.	Franklin County Regional Emergency Management Committee	Stakeholder (First Response/Mutual Aid)
Jess Graff	Director, Champlain Valley Office of Economic Opportunity (CVOEO)	Stakeholder (People with Disabilities and Functional Access Needs)
Lindsey Wright	Missisquoi River Basin Association	Stakeholder (Natural Resources)
Lauren Weston	Franklin County Natural Resources Conservation District	Stakeholder (Natural Resources)
Cathy Sandvil	Enosburg Food Shelf	Stakeholder (Food, Water, Shelter)
Ashley Bartley	Visiting Nurses Association	Stakeholder (Senior Healthcare, Hospice and Community Support Services)
Keith Ellery	Northwest Medical Center	Stakeholder (Hospital)
Miranda Henry	Northern Tier Center for Health	Stakeholder (non-profit healthcare center)
Gavin Roddy, Principal	Berkshire Elementary School	Stakeholder (Education)
John Weld, President	Historical Society	Stakeholder (Historical)
Tim Smith, Director	Franklin County Industrial Development	Stakeholder (Business)
Carl Watkins, Manager	Franklin County Regional Chamber of Commerce	Stakeholder (Business)

Outreach Contacts (*email addresses redacted to prevent phishing)*	
Senior Living	None
Business and Community	Franklin County Industrial Development Corp. Tim Smith, Director 2 North Main Street, 4th Floor St. Albans, VT 05478-1099 (802)524-2194
Business and Community	Franklin County Regional Chamber of Commerce Carl Watkins, Manager 2 North Main Street, Suite #101 St. Albans, VT 05478 (802)524-2444
Community Action	Champlain Valley Office of Economic Opportunity (CVOEO)

	Director Jess Graff 5 Lemnah Dr., Suite 5 St. Albans, VT 05478 (802) 527-7392
Food Shelf	Enosburg Food Shelf Cathy Sandvil 21 Missisquoi Street Enosburg Falls, VT 05450 (802)782-4342
Government Office	Enosburgh Town Office Pierre Letourneau, Selectboard Chair/EMD PO Box 465 / 239 Main St Enosburg Falls, VT 05450 (802)933-4421
Government Office (neighboring)	Franklin Town Office Lisa Larivee, Town Clerk & Treasurer PO Box 52 / 5167 Main Street Franklin, VT 05457 (802)285-2181
Government Office (neighboring)	Enosburg Falls Village John Dasaro, Manager 16 Village Drive Enosburg Falls, VT (802)933-4443
Government Office (neighboring)	Richford Town Office Andy Pond, Selectboard/EMD PO Box 236 / 94 Main St. Richford, VT 05478 (802)848-7068
Health Facility	Northern Tier Center for Health (Enosburg) Miranda Henry 382 Main Street Enosburg Falls, VT 05450 (802)933-5831
Historical	Berkshire Historical Society John Weld, President First Congregational Church Museum 367 Montgomery Road East Berkshire, VT (802) 848-3459 Mail: 2520 Richford Rd Richford, VT 05476
Hospital	Northwest Medical Center 133 Fairfield Street St. Albans, VT 05478 (802)524-5911

Library	Arvin Brown Library Susan Smolinsky, Librarian 88 Main St. Richford, VT 05476 (802)848-3313
Highway Department	Berkshire Town Garage 4454 Water Tower Road Enosburg Falls, VT 05450 (802)933-5592
Natural Resources	Missisquoi River Basin Association Lindsey Wright, Director 2839 VT Route 105 East Berkshire, VT 05447 (802) 933-3645
Natural Resources	Franklin County Natural Resources Conservation District Lauren Weston, Director USDA-NRCS Field Office 50 South Main St., Ste. B-20 St. Albans, VT 05478
Water – East Berkshire Fire District#1	c/o Town of Berkshire 4454 Water Tower Road Enosburg, VT 05450
Religious Facility	Our Lady of Lourdes 2902 Vermont 105 East Berkshire, VT 05447 (802)848-7741
Schools	Berkshire Elementary School Principal Gavin Roddy 4850 Water Tower Road Berkshire, VT 05477 (802)933-2290