

STATE OF VERMONT
AGENCY OF NATURAL RESOURCES

DEPARTMENT OF FORESTS, PARKS AND RECREATION

Michael Snyder, Commissioner
Sam Lincoln, Deputy Commissioner
Steven J. Sinclair, Director of Forests

TOWN FOREST FIRE
WARDEN HANDBOOK



Your District Fire Supervisor is:

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Prepared by:
Forest Resource Protection

2017 Edition Revised

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Vermont Town Forest Fire WARDEN HANDBOOK



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INTRODUCTION

This version of the Fire Warden Handbook will assist you in carrying out your duties as Town Forest Fire Warden. The handbook provides you with information on the duties of a warden, the nature of wildland fires, preparing for fire season, forest fire laws, and educating the public on fire safety. You will find instructions on how to fill out forms such as fire reports, reimbursement forms, tool orders, and more. A list of state forest fire personnel and their telephone numbers is included. Please contact your local District Fire Supervisor if you have any questions or need additional forms.

VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION

FOREST RESOURCE PROTECTION FIRE STAFF

Lars Lund, State Fire Supervisor
271 North Main Street, Suite 215
Rutland, VT 05701-2423
Work Phone: 802-777-4188
Fax: 802-786-3870
lars.lund@vermont.gov

Jenny Lauer, Administrative Assistant
1 National Life Drive, Davis 2
Montpelier, VT 05620-3801
Work Phone: 802-828-1531
Fax: 802-828-1399
jenny.lauer@vermont.gov

District 1: Windham and Windsor Counties

Jim Esden, Forester II
100 Mineral Street, Suite 304
Springfield, VT 05156-3168
Work Phone: 802-777-1591
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District 2: Bennington and Rutland Counties

Lars Lund, State Fire Supervisor
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Rutland, VT 05701-2423
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Rutland, VT 05701-2423
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District 3: Addison, Chittenden, Franklin and Grand Isle Counties

Dan Dillner, Forester III
111 West Street
Essex Junction, VT 05452-4695
Work Phone: 802-777-3079
Fax: 802-878-5192
dan.dillner@vermont.gov

Kim Partlow, Administrative Assistant
111 West Street
Essex Junction, VT 05452-4695
Work Phone: 802-879-6565
Fax: 802-878-5192
kim.partlow@vermont.gov

District 4: Lamoille, Orange and Washington Counties

Neil Monteith, Forester II
5 Perry Street, Suite 20
Barre, VT 05641-4265
Office: 802-476-0178; Cell: 802-535-8482
Fax: 802-476-0129
neil.monteith@vermont.gov

Lisa Wright, Administrative Assistant
5 Perry Street, Suite 20
Barre, VT 05641-4265
Work Phone: 802-476-0170
Fax: 802-476-0129
lisa.wright@vermont.gov

District 5: Caledonia, Essex, and Orleans Counties

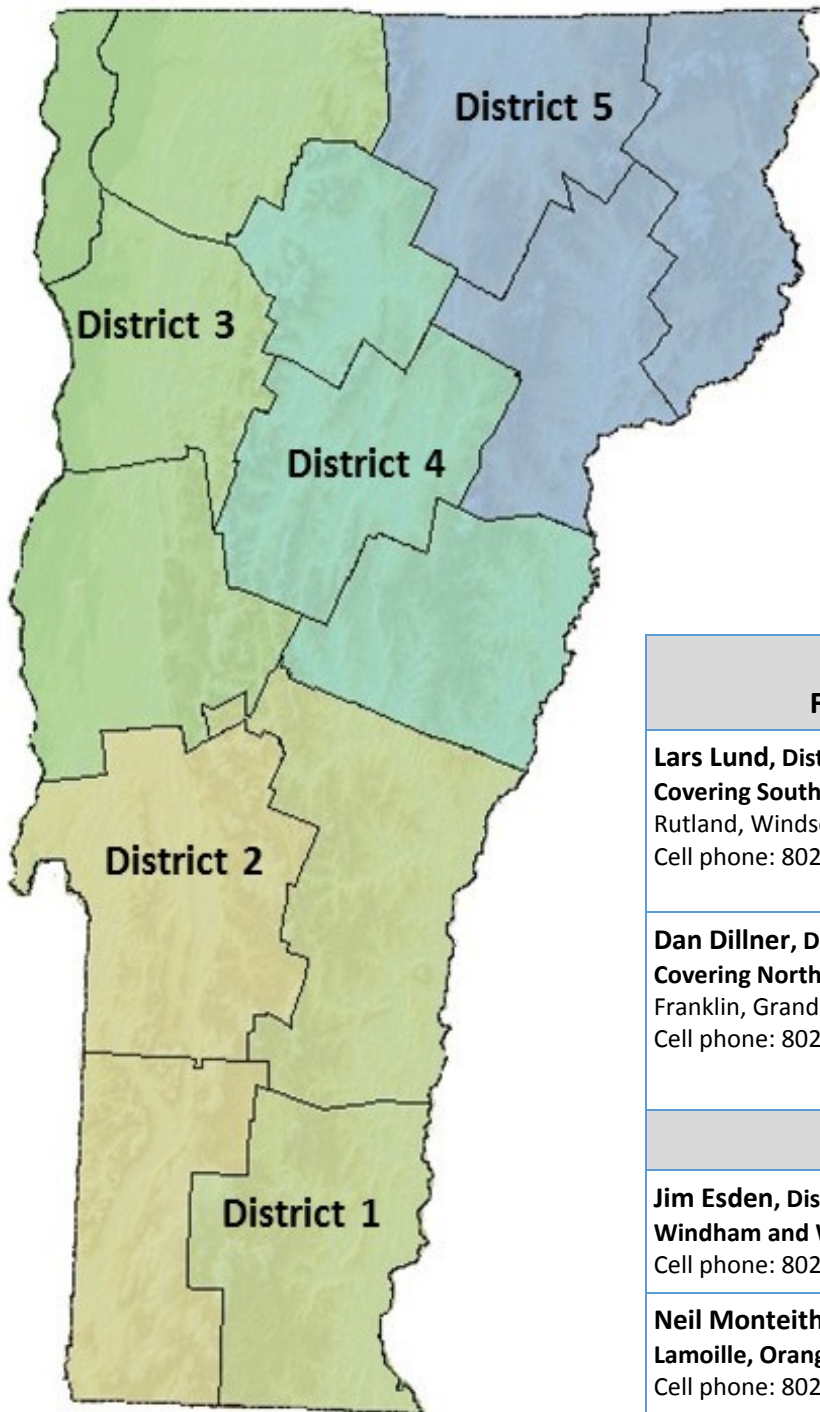
Tess Greaves, Forestry Specialist
374 Emerson Falls Rd., Suite 4
St. Johnsbury, VT 05819-2099
Work Phone: 802-535-5727
Fax: 802-748-6687
tess.greaves@vermont.gov

Ellen Hinman, Administrative Assistant
374 Emerson Falls Rd., Suite 4
St. Johnsbury, VT 05819-2099
Work Phone: 802-751-0123
Fax: 802-748-6687
ellen.hinman@vermont.gov

VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION

FOREST RESOURCE PROTECTION FIRE CONTROL

PERSONNEL LOCATOR & DISTRICT BOUNDARIES



TO REQUEST STATE FORESTRY ASSISTANCE, CALL:

Vermont Division of Emergency Management and Homeland Security (DEMHS), Waterbury
(1-800-347-0488)

Forestry Division Headquarters, Montpelier
Steve Sinclair—Director of Forests
Jenny Lauer—Administrative Assistant
802-828-1531

Vermont Wildfire Control Fire Response Coordinators

Lars Lund, District 2, Rutland.

Covering Southern Counties: Addison, Bennington, Orange, Rutland, Windsor and Windham.

Cell phone: 802-777-4188; Pager: 802-741-2955

Dan Dillner, District 3, Essex Junction.

Covering Northern Counties: Caledonia, Chittenden, Essex, Franklin, Grand Isle, Lamoille, Orleans, and Washington.

Cell phone: 802-777-3079; Pager: 802-741-2438

District Fire Staff

Jim Esden, District 1, Springfield

Windham and Windsor Counties.

Cell phone: 802-777-1591

Neil Monteith, District 4, Barre

Lamoille, Orange, and Washington Counties.

Cell phone: 802-535-8482

Tess Greaves, District 5, St. Johnsbury

Caledonia, Essex, and Orleans Counties.

Cell phone: 802-535-5727

ADMINISTRATIVE INFORMATION



- *Forest Fire Warden Appointment Information*
- *Forest Fire Warden Job Description*
- *Forest Fire Warden Identification Card*
- *Forest Fire Warden Reappointment Schedule*

Forest Fire Warden Appointment

Possible candidates for town forest fire warden are chosen by the selectboard usually with input from the town fire department. The District Fire Supervisor then talks with the selectboard and the candidate(s) about the position, kind and amount of work involved, and other issues, and makes a recommendation to the selectboard of the candidate of his/her choice. The candidate completes the appointment and personnel forms, the selectboard signs the forms and sends them to the District Fire Supervisor to forward to Forestry Headquarters for final processing. The Montpelier office will notify the new warden of final approval and send two notice posters, and a certificate of appointment signed by the Commissioner or his/her designee.

The new appointment is for 5-years or for the balance of the former warden's term. Wardens are re-appointed every 5-years unless he/she chooses to resign or the town or state agree to not reappoint.

Deputy wardens are appointed to assist the fire warden as needed. His/her authority is the same as the warden, but he/she will be working under the direction of the fire warden.

Personnel Records

The State maintains personnel information for every appointed town forest fire warden and deputy warden. This information is used to verify the warden's qualifications and to maintain mailing lists. If you wish to keep updated on meetings, announcements, and other notices, keep this information updated with your District Fire Supervisor.

Appointment and Reappointment Forms

Town Forest Fire Warden appointments are documented and kept on file at the main office of the Department of Forests, Parks and Recreation.

Examples of the Town Forest Fire Warden Personnel Record and various forms related to Fire Warden appointments /reappointments are displayed on the following pages.

All completed forms should be sent to the District Fire Supervisor.

TOWN FOREST FIRE WARDEN PERSONNEL RECORD

Forest Resource Protection
DEPARTMENT OF FORESTS, PARKS & RECREATION
1 National Life, Davis 2
Montpelier, VT 05620-3801

(Please print clearly)

Date: _____

1. Full name: _____

2. Mailing Address: _____

3. E-mail Address: _____@_____

4. Telephone Number(s): Home: _____ Business: _____

5. Date of Birth: _____ / _____ / _____

6. Can you be reached readily at your home or place of business for calls to fires?

☐ Yes ☐ No

7. Are you able to take personal charge of a fire? ☐ Yes ☐ No

8. Will you be able to arrange for the issuing of burning permits when you are unavailable?

☐ Yes ☐ No

9. Present type of employment: _____

10. Are you eligible to hold town office? ☐ Yes ☐ No

11. Are you an active member of a fire department? ☐ Yes ☐ No

If so, in what capacity? _____

How long? _____

12. Do you hold a valid Vermont driver's license? ☐ Yes ☐ No

13. Are you willing to effectively enforce the Vermont Forest Fire Laws which may require issuing fire prevention tickets? ☐ Yes ☐ No

If no, why? _____

Signed: _____

VERMONT TOWN FOREST FIRE WARDEN

Appointment Form



Mail to:

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation

Office Street Address

Office Town and Zip

Attn: **Name**, Forest Resource Protection

I hereby accept the appointment to the position of **TOWN FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Town Forest Fire Warden

Printed full name of Deputy Fire Warden

Home phone no.

Street Address

Cell phone no.

Town / State / Zip

Work phone no.

APPOINTMENT APPROVED:

Chair – Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Name - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or designee

Date

VERMONT DEPUTY TOWN FOREST FIRE WARDEN

Appointment Form

**Mail to:**

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation

Office Street Address

Office Town and Zip

Attn: **Name**, Forest Resource Protection

I hereby accept the appointment to the position of **TOWN DEPUTY FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Deputy Town Forest Fire Warden

Printed full name of Deputy Fire Warden

Home phone no.

Street Address

Cell phone no.

Town / State / Zip

Work phone no.

APPOINTMENT APPROVED:

Chair – Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Fire Warden Name – **Town** Forest Fire Warden

Date

Name - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or designee

Date

VERMONT TOWN FOREST FIRE WARDEN

Reappointment Form

**Mail to:**

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation

Office Street Address

Office Town and Zip

Attn: **Name**, Forest Resource Protection

I hereby accept the reappointment to the position of **TOWN FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Town Forest Fire Warden

Printed full name of Fire Warden

Home phone no.

Street Address

Cell phone no.

Town / State / Zip

Work phone no.

APPOINTMENT APPROVED:

Chair – Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Name - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or designee

Date

VERMONT DEPUTY TOWN FOREST FIRE WARDEN

Reappointment Form

**Mail to:**

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation

Office Street Address

Office Town and Zip

Attn: **Name**, Forest Resource Protection

I hereby accept the reappointment to the position of **TOWN DEPUTY FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Deputy Town Forest Fire Warden

Printed full name of Deputy Fire Warden

Home phone no.

Street Address

Cell phone no.

Town / State / Zip

Work phone no.

APPOINTMENT APPROVED:

Chair – Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Fire Warden Name – **Town** Forest Fire Warden

Date

Name - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or designee

Date

Department of Forests, Parks & Recreation
(District Address and Phone Number)

Date

Selectboard
Town of _____
Address

Dear Selectboard Members:

The term of office for your Town Forest Fire Warden will expire on June 30, _____. I recommend that your current warden, _____, be reappointed. By law, reappointments are for a period of five years. I have discussed this matter with the warden and should the board approve this reappointment, he/she has agreed to continue as warden. He/she has indicated so by signing the enclosed reappointment form.

The selectboard can either approve or reject this reappointment. Should you approve, the Chairperson and at least two members of the board must sign the attached reappointment form and return to me by _____ for final approval and signing.

Should you reject the reappointment, please send me a letter stating your reasons for rejection. Upon receipt of this letter, I will contact your Chairperson to discuss the procedure for appointing a new warden. If you need additional information before acting on this reappointment, please let me know, and I will be happy to discuss the matter with you.

Sincerely,

District Fire Supervisor

Enclosure

Department of Forests, Parks & Recreation
(District Address and Phone Number)

Date

Selectboard
Town of _____
Address

Dear Selectboard Members:

The term of office for your Town Forest Fire Warden will expire on June 30, _____. Your current warden, _____, has informed me that he/she is not interested in being reappointed to this position for another five-year term.

Candidates to fill this vacant position must be chosen by the selectboard. Appointment of a new warden will be mutually approved by both the Town and the Department of Forests, Parks & Recreation. Attached is a job description which may help you in selecting eligible candidates. Once the board has selected an appointable candidate(s), please notify me and I will conduct an interview to determine if the applicant meets the State's criteria. If so, I will complete the appointment form and forward to the board for signing.

Should you have questions or need additional information relative to this reappointment, I will be happy to attend your next board meeting to discuss it.

Sincerely,

District Fire Supervisor

Enclosure

Department of Forests, Parks & Recreation
(District Address and Phone Number)

Date

Selectboard
Town of _____
Address

Dear Selectboard Members:

The term of office for your Town Forest Fire Warden will expire on June 30, _____. I recommend that your current warden, _____, not be reappointed for another five-year term for the following reasons:

I have spoken with the warden concerning my intention not to recommend his/her reappointment to this position. Because both the Town and the Department of Forests, Parks & Recreation must mutually approve any appointment to the position of Town Forest Fire Warden, the selectboard must now choose another candidate(s) for this position who will serve for a five-year term. Attached is a job description which may help you in selecting eligible candidates. Once the board has selected an acceptable candidate(s), please notify me and I will conduct an interview to determine if the applicant meets the State's criteria. If so, I will complete the appointment form and forward to the board for signing.

Should you like to discuss the position of Town Forest Fire Warden, either concerning your current warden, a possible replacement, or any matter related to this appointment, I will be happy to attend your next board meeting to do so.

Sincerely,

District Fire Supervisor

Enclosure

FIRE WARDEN RESIGNATION FORM

Date_____

District Fire Supervisor
Dept. of Forests, Parks & Recreation

Dear Sir/Ms.,

I hereby submit my resignation as _____ Forest Fire Warden
effective _____.

Sincerely,

Fire Warden

State of Vermont

FOREST FIRE WARDEN

Job Description

Forest Fire Wardens are appointed by the Commissioner of Forests, Parks and Recreation, with the approval of the selectboard, and shall serve for a term of five (5) years or balance of former warden's term, with an unlimited number of reappointments possible subject to approval by the Commissioner or designee (10 V.S.A. Chapter 83 §2641).

Major Duties:

1. ***Suppression of wildland fires within the town.*** Takes personal charge of wildland fire fighting operations, and ensures all fire suppression expenditures are necessary and reasonable. Manages crews and equipment and anticipates need for outside assistance. Demonstrates up-to-date suppression knowledge.
2. ***Maintains records and submits reports.*** Completes an accurate and thorough fire report for every wildland fire that occurs within the town and submits reports to the Department of Forests, Parks and Recreation within 14 days of a fire's extinguishment. Keeps a record of "Permit to Kindle Fire" (burn permits) issued. Maintains Vermont Fire Prevention Ticket book and keeps all records in accordance with provided instructions.
3. ***Enforcement of Forest Fire Open Burning Laws*** (10 V.S.A. § 2645; 10 V.S.A. § 2648; 10 V.S.A. § 2672). Regulates open burning within the town by issuing burn permits, inspecting problem sites, and educating townspeople in proper burning practices. Acts upon violations promptly. Makes initial contact with persons responsible for wildland fires and assists other authorities in fire investigations when requested. Knows and understands all forest fire laws and demonstrates active interest in fire prevention efforts within the town. Communicates with the public in a courteous manner.

Additional Responsibilities:

1. Keeps informed and up-to-date by attending all training sessions called by the Commissioner or his/her designee.
2. Maintains working relationship with town officials and fire departments who provide fire protection to any portion of the warden's town.
3. Maintains assigned equipment in good condition and uses equipment correctly.

Salary and Compensation:

The salary of the fire warden shall be determined by the selectboard for time spent in the performance of the duties of his/her office, which shall be paid by the town (10 V.S.A. §2642).

In addition:

1. The warden shall receive from the State \$30 annually for properly making out and submitting reports.
2. The warden shall receive from the State a \$30 per diem for attendance at each training session called by the Commissioner or designee.
3. The warden shall receive from the State \$10 for each fire report submitted within 14 days of the fire's extinguishment.

Qualification for a New Town Forest Fire Warden or Deputy Warden:

1. Eligible to hold town office:
 - a. is a citizen of the United States
 - b. is a resident of the State of Vermont
 - c. has taken the Voter's Oath
 - d. is 18 years of age or older
2. Should be a member of the local fire department within the town that he/she will serve as warden, if a department exists.
3. Available to carry out the duties and responsibilities as listed in the job description.
4. Shall hold a valid Vermont driver's license.
5. Shall be able to read and write; a requirement necessary to fill out report forms and issue burning permits and fire prevention tickets.
6. Shall have a telephone with a listed or published telephone number.
7. Although not mandatory, general good health is necessary to carry out most duties of the position.

Upon being appointed, new wardens and deputy wardens will be supplied the following from the State:

From District Fire Supervisor:

- Town Forest Fire Warden Handbook
- Forest Fire Warden Identification Card
- Vermont Fire Prevention Ticket-User Guide
- Vermont Fire Prevention Ticket Book
- Ample Supply of Burning Permits
- Ample Supply of Forest Fire Report Forms

From Forestry Headquarters:

- Certificate of Appointment
- Two (2) Community Notice Posters

Contact your District Fire Supervisor if you have not received these supplies or need additional amounts.

FIRE WARDEN IDENTIFICATION CARD

Identification cards will be issued to all fire wardens and their deputies. These cards will enable town fire wardens to offer proper identification when making public contacts. A new card will be issued for each term of appointment. If a card needs to be replaced, contact your District Fire Supervisor.

 <div style="display: inline-block; vertical-align: middle; text-align: center;"> Official Town Forest Fire Warden Identification Card </div>	
Cardholder's signature: _____	
NAME: _____	
DOB: _____	TOWN: _____
EXPIRES: _____	TITLE: _____

Department of Forests, Parks and Recreation Waterbury, Vermont	This is to certify that _____ is a Town Official of the State of Vermont, duly appointed under provisions of the Vermont Statute Annotated, as amended, and is serving as Town Forest Fire Warden for the Town of _____ <div style="display: flex; justify-content: space-between;"> Director, Date </div> Division of Forests <i>Appointing Authority (802-828-1531)</i>
--	---

Key Person:

The Warden may choose to use a Key Person. A Key Person is someone you designate to issue burn permits on your behalf and under your direction. A Key Person is determined by you and is not subject to the fire warden appointment process. As fire warden, you must identify and designate your key person(s) each year. Key Person cards are available from your District Fire Supervisor.

THIS IS TO CERTIFY THAT has been approved by me as a KEY PERSON and is hereby empowered to act for me on forest fire suppression Forest Fire Warden, Vermont Signature of bearer TERM EXPIRES DECEMBER 31, 20__
--

Agency of Natural Resources
Department of Forests, Parks & Recreation
TOWN FOREST FIRE WARDEN/DEPUTY REAPPOINTMENT SCHEDULE

The terms of office and incumbent town forest fire wardens shall expire on July 1 each of the following fire years as listed below. Wardens may be reappointed for an unlimited number of terms provided they meet the reappointment qualifications.

2017	2018	2019	2020	2021
Addison				
Ferrisburg Lincoln Panton Waltham	Addison Goshen Middlebury Ripton Weybridge	Bridport Granville Monkton Salisbury Whiting	Bristol Hancock New Haven Shoreham	Cornwall Leicester Orwell Starksboro
Bennington				
Landgrove Rupert Sunderland	Arlington Manchester Sandgate Winhall	Bennington Peru Searsburg Woodford	Dorset Pownal Shaftsbury	Glastenbury Readsboro Stamford
Caledonia				
Hardwick Ryegate Walden	Barnet Kirby St. Johnsbury	Burke Lyndon Sheffield Wheelock	Danville Newark Stannard	Groton Peacham Sutton
Chittenden				
Essex Richmond Williston	Bolton Hinesburg St. George	Buel's Gore Huntington Shelburne	Charlotte Jericho Underhill	Colchester Milton Westford
Essex				
Brunswick Guildhall Victory	Averill Avery's Gore Canaan Leminston Ferdinand Lewis Warren's Gore Garner's Grant	Concord Lunenburg	Bloomfield East Haven Maidstone	Brighton Granby Norton
Franklin				
Fairfield Montgomery	Bakersfield Fletcher Richford	Berkshire Franklin St. Albans	Enosburg Georgia Sheldon	Fairfax Highgate Swanton

2017	2018	2019	2020	2021
Grand Isle				
South Hero	Alburg	Grand Isle	Isle La Motte	North Hero
Lamoille				
Hyde Park Wolcott	Belvidere Johnson	Cambridge Morristown	Eden Stowe	Elmore Waterville
Orange				
Corinth Strafford Washington	Bradford Fairlee Thetford West Fairlee	Braintree Newbury Topsham Williamstown	Brookfield Orange Tunbridge	Chelsea Randolph Vershire
Orleans				
Coventry Holland Newport	Albany Craftsbury Irasburg Troy	Barton Derby Jay Westfield	Brownington Glover Lowell Westmore	Charleston Greensboro Morgan
Rutland				
Clarendon Mendon Pittsfield Killington Wells	Benson Danby Middletown Springs Pittsford West Haven	Brandon Fair Haven Mount Holly Poultney Sudbury West Rutland	Castleton Hubbardton Mount Tabor Proctor Tinmouth	Chittenden Ira Pawlet Rutland Wallingford
Washington				
Duxbury Moretown Warren	Barre East Montpelier Northfield Waterbury	Berlin Fayston Plainfield Woodbury	Cabot Marshfield Roxbury Worcester	Calais Middlesex Waitsfield
Windham				
Dummerston Londonderry Somerset Westminster	Athens Grafton Marlboro Stratton Whitingham	Brattleboro Guilford Newfane Townshend Wilmington	Brookline Halifax Putney Vernon Windham	Dover Jamaica Rockingham Wardsboro
Windsor				
Bridgewater Ludlow Rochester Weathersfield	Andover Cavendish Norwich Royalton Weston	Baltimore Chester Plymouth Sharon West Windsor	Barnard Hartford Pomfret Springfield Windsor	Bethel Hartland Reading Stockbridge Woodstock

PRESUPPRESSION INFORMATION



- *Training Opportunities*
- *Fire Season Information*
- *Forest Fire Danger Ratings*
- *Wildland Fire Detection*
- *Radio Communications*

Training Opportunities

Upon initial appointment, town forest fire wardens and deputy wardens will receive basic orientation training from their District Fire Supervisor from the Department of Forests, Parks and Recreation. This training will include a review of the fire warden job requirements and instructions on how to make out fire reports, process fire reimbursement forms, fill out permits, and complete tool order forms. In addition, each warden will receive training on how to use fire prevention tickets relating to enforcement of forest fire laws.

All wardens and deputy wardens are required to attend training sessions called by the Commissioner or designee of the Department of Forests, Parks and Recreation. These training sessions are generally called once each year at convenient locations throughout the state. Annual warden training meetings provide new training as well as updates on fire warden activities. Your attendance and participation at these meetings will keep you current on your duties and responsibilities as town forest fire warden.

The Vermont Fire Academy, in cooperation with local fire departments, offers basic and advanced fire training and certifications, throughout the state. District fire staff instruct “Wildland Fire Control” as part of the Academy’s Firefighter 1 Certification. District fire staff are also available by request from you or your local fire department for wildland fire training.

For more information on these training opportunities, contact your District Fire Supervisor.

FIRE SEASON INFORMATION

Spring Fire Season – Spring fire season usually begins shortly after snow melt when weather conditions are favorable for drying wildland fuels. These fuels consist of fine dead fuels, such as grass and light brush. Cleanup after a long winter season generates a lot of activity in debris burning. Most of Vermont's wildland fires occur from the end of March to the beginning of June.

Southern counties generally experience dry conditions earlier in the spring, and northern counties will have dry conditions later in the season. Keep in mind as snow melts that lowland areas dry out earlier in the season than mountain areas. During this time of year, access into fire areas may be extremely hampered by mud conditions.

Spring is a time of year which involves changing weather patterns. Watch for high winds, combined with dry fuel conditions and tough terrain that could make control of wildland fires difficult and hazardous. Generally spring fires seldom burn deep into the ground making mop-up much easier and less expensive.

Summer Fire Season – After green-up has occurred and the spring rainy periods have subsided, the summer months can turn hot and dry. Even though wildland areas look green and moist, the forest ground fuels and litter may be dry enough to sustain fire. Campfires, logging operations, and lightning are common causes of summer fires. You can expect most of your summer fires to occur from mid-July to the end of August. Depending primarily on the amount of rain received, a summer fire season may or may not occur.

In many cases, summer fires have low smoke output and minimal convective lift and often escape detection in remote areas. Wildland fires spread at a slower rate during this time of year except for fires in softwood areas.

If litter and duff layers are very dry, summer fires will burn deep into the ground fuels. Should this happen, control and mop-up will be difficult and more costly.

Fall Fire Season – When foliage season is over and leaves drop, wildland fuels begin a drying process. Shortly after leaf drop, wildland fires can occur if weather patterns are favorable, such as hot, dry, and windy conditions. Fall fires generally occur from early October to the end of November. Usually snow conditions are present from mid to late November which usually ends the fall fire season.

Wildland fires during fall periods behave similarly to spring fires due to changing weather patterns that often generate high winds. With normal amounts of precipitation, the fall fire season may be very quiet or not occur at all.

If drought conditions exist during fall periods, expect fires to burn into the ground fuels creating problems similar to the summer season. Careless hunters in the fall can create fire starts in remote areas.

FOREST FIRE DANGER RATINGS

It is important to know, from one season to the next, the likelihood of wildland fires getting started, and once started, the severity with which they will burn. A measure for this concern is called the **Forest Fire Danger Rating**.

Forest fire danger ratings are determined by comparing forest fuel conditions, recent weather conditions, and various fire start risk factors. During non-snow periods of the year, the State monitors forest fire danger levels on a daily basis. Your impression of local fire conditions is as important as the danger ratings in knowing what to expect from one day to the next in a fire season.

Daily weather observations are gathered from 5 remote automated weather stations (RAWS) located throughout Vermont. These readings are uploaded to WIMS (Weather Information Management System), a national internet-based processor that houses the data needed to calculate daily fire danger adjective ratings. This system also generates outputs such as the burning index (BI), a measure of the likelihood of a fire start, energy release component (ERC), a measure of fire intensity, and Keetch-Byram Drought Index (KBDI), a measure of drought. These measurements consider present day weather observations, cumulative observations from the previous day, week, and season and fuel conditions. Keep in mind that fire danger ratings are general measures of how severe a fire day might be. The following explanations might help you understand how these ratings apply to your work as Town Forest Fire Warden.

Uses for Fire Danger Ratings

- Educating the General Public on fire risks
- Making decisions on issuing burning permits
- Being prepared to suppress wildland fires
- Historical information on the nature of our fire seasons

ADJECTIVE VS. CLASS DAY	
LOW	Class 1
MODERATE	Class 2
HIGH	Class 3
VERY HIGH	Class 4
EXTREME	Class 5



Low Fire Danger

- Chances of accidental fires occurring are minimal.
- With care, chances of permitted fires escaping is low.
- These are good conditions to issue burning permits.
- Wildfires occurring on these days will be low intensity, slow spreading, and easy to control. Minimum manpower and equipment will be needed.



Moderate Fire Danger

- Chances of accidental fires occurring will increase slightly.
- Permit fires may escape if not properly attended.
- **These are acceptable conditions to issue burning permits as long as the permittee attends the fire and has the proper equipment to handle any problems.**
- Wildfires occurring on these days remain low-moderate in heat intensity and spread rates are generally easy to manage. Slight increase in manpower and equipment should be considered.



High Fire Danger

- Potential for accidental fires occurring increases significantly.
- Permit fires could easily escape even if properly attended and equipment is present.
- **Consider not issuing a permit until conditions become more favorable. Issue permits only if special precautions and equipment will assure safe control.**
- Wildfires occurring on these days will exhibit significant increases in heat intensity and rate of spread. Initial attack forces may need additional manpower and equipment for safe, effective control.



Very High Fire Danger

- Potential for accidental fires occurring is extremely high.
- Permit fires will be very difficult to keep under control.
- **Do not issue burning permits under these conditions. You would be justified in denying requests for burning permits in your town under these conditions. The State may call you to give you an advisory when the fire danger reaches this level. Continue any restrictions on issuing permits until the fire danger drops to a lower level.**
- Wildfires occurring on these days will develop high intensities and rapid spread rates very quickly. Initial attempts to control these fires may not be successful. Notify the State of major problems and be prepared to ask for additional assistance to control the fire.



Extreme Fire Danger

- Extreme fire danger exists after several consecutive days of very high fire danger.

In most cases, your knowledge and observations of burning conditions in your town is enough to determine the general forest fire danger rating. If you are uncertain as to what the fire danger rating is, especially if you think it may be increasing or decreasing, you should contact your District Fire Supervisor or sign up to receive daily fire weather forecasts and fire danger reports. During times that the fire danger reaches high to very high levels, you may be contacted by the State and given information on advisories or bans related to issuing permits.

NATIONAL WEATHER SERVICE PRODUCTS

In addition to the State's fire danger monitoring program, the National Weather Service also provides fire weather products including: daily fire weather forecasts, spot forecasts for on-going fires, fire weather watches and red flag warnings.

The fire weather forecast provides detailed information on forecasted values for weather elements that can affect the potential for fire starts and how a fire will behave once ignition occurs. Examples are max/min temperatures, relative humidity, morning and afternoon wind speed and direction, probability of precipitation, etc. (see example on page 27).

Spot forecasts are available from the National Weather Service (NWS) through the State for on-going fires. These forecasts give detailed forecasted weather information for today, tonight, and tomorrow for the specific fire location. They are especially useful to help you determine whether the fire can be easily contained and held or if additional resources will be necessary. They can also alert you to the potential of a weather event that could seriously affect fire behavior, i.e., passage of a dry cold front with associated increase in wind speed, change in wind direction and decrease in relative humidity. The NWS needs specific information from you to make this forecast, such as latitude/longitude, elevation, terrain type and aspect, fuels and accurate weather observations at or near the incident. Contact the National Weather Service (see page 26 for contact information) for a spot forecast or your District Fire Supervisor for assistance in requesting a spot forecast.

A **Red Flag** event is the combination of a critical fire weather pattern and significantly dry fuels. This combination has the potential for widespread new ignitions and/or dangerous fire behavior making control extremely hazardous. A **Fire Weather Watch** is issued in the event that this combination of weather and dry fuel conditions is possible. A **Red Flag** warning is issued when this event is likely.

All these specific criteria are needed to generate a **Red Flag** event:

In spring/fall when fuels are cured:

- Winds, sustained or with frequent gusts above 25 mph **AND**
- Relative humidity at or below 30% **AND**
- Rainfall amounts from the previous 5 days of less than .25 inches

In summer when fuels are green:

- All the above plus Keetch-Byram Drought Index (KBDI) values of 300 or greater

Red Flag generally reflects how fires may behave after they are ignite, while fire danger specifically relates to the likelihood of fire development.



The Red Flag Warning is a significant safety warning that a serious fire day is likely. Fires occurring on Red Flag days will be more dangerous to firefighters and care should be taken to ensure their safety. If the National Weather Service issues a Fire Weather Watch or Red Flag Warning, we will make this information available to you (see Where to Obtain Daily Fire Weather/Fire Danger Rating information, page 26).

WHERE TO FIND FIRE WEATHER/FIRE DANGER INFORMATION

Daily fire weather and fire danger rating information are available through fire season from March to November from the following sources:

- Sign up to receive reports twice daily via email. Contact Tess Greaves (tess.greaves@vermont.gov) to have your name added to the **Fire Weather/Fire Danger Email Distribution list**.
- Visit the **Vermont Department of Forests, Parks & Recreation Monitoring Fire Danger** webpage at: <http://fpr.vermont.gov/forest/fires/monitoring>
- Follow **@VTFireDanger** on Twitter
- Visit the **National Weather Service** – Burlington, VT at <http://www.weather.gov/btv/firewx> (802-658-0207) or for Bennington and Windham counties NWS – Albany, NY at <http://www.weather.gov/aly/EMfire> (518-435-9575)
- Visit the **Vermont Division of Emergency Management and Homeland Security's daily situation report** at: <http://demhs.vermont.gov/contact-us/daily>
- In the event of a Red Flag warning, Vermont Dispatch Centers will be notified and an announcement will be made to all fire departments by **VT-Alert** (to receive emergency alerts, create an account at this link: <https://www.vtalert.gov/>)
- Other links for additional sources for fire weather and fire danger information:
 - ◇ **NWS – Boise** (for national fire weather forecasts): <http://www.srh.noaa.gov/ridge2/fire/>
 - ◇ **Eastern Area Coordination Center Predictive Services**: <http://gacc.nifc.gov/eacc/>
 - ◇ **National Wildland Fire Assessment System (WFAS)**: <http://www.wfas.net/>
- For drought information:
 - ◇ **U.S. Drought Monitor** (with links to drought indexes, soil moisture info, etc.): <http://www.cpc.ncep.noaa.gov/products/Drought/>
- Other national sites of interest:
 - ◇ **National Weather Service**: <http://weather.gov/>
 - ◇ **National Climatic Data Center**: <http://www.ncdc.noaa.gov/>
 - ◇ **NWS Climate Prediction Center**: <http://www.cpc.ncep.noaa.gov>
 - ◇ **NOAA's Homepage**: <http://www.noaa.gov/index.html>

EXAMPLE: FIRE WEATHER FORECAST

FIRE WEATHER PLANNING FORECAST FOR MONDAY, APRIL 25, 2016

The predicted fire danger for Vermont is **HIGH**. Another day with very low Rh and gusty winds will keep dead fuels highly combustible. Rain is expected by late afternoon in southern VT to evening and overnight for the rest of the state. **Open burning is not advised.**

FIRE WEATHER PLANNING FORECAST FOR CENTRAL/NORTHERN VERMONT AND
NORTHERN NEW YORK
NATIONAL WEATHER SERVICE BURLINGTON VT
342 AM EDT MON APR 25 2016

...LOW RELATIVE HUMIDITIES AGAIN TODAY...

.DISCUSSION...

WINDS WILL BE RATHER LIGHT AND MAINLY FROM THE NORTH AT 5 TO 10 MPH. RELATIVE HUMIDITIES WILL AGAIN DIP INTO THE TEENS AND LOWER 20S TODAY. A FRONTAL SYSTEM WILL MOVE INTO THE FORECAST AREA LATER THIS EVENING...AND REMAIN OVER THE AREA INTO TUESDAY. CLOUDS WILL MOVE IN TODAY...WITH CHANCES FOR SHOWERS INCREASING OVERNIGHT...AND PERSISTING INTO TUESDAY MORNING. IT WILL BE COLD ENOUGH OVER THE NORTHERN MOUNTAINS FOR SOME WET SNOW DURING THE NIGHTTIME HOURS. HIGHEST CHANCES FOR PRECIPITATION WILL BE OVER THE SOUTHERN HALF OF THE FORECAST AREA WHERE .25 TO .50 INCHES OF RAIN CAN BE EXPECTED. AMOUNTS OF PRECIPITATION WILL BE LIGHTER AS YOU HEAD NORTH TOWARDS THE INTERNATIONAL BORDER. CLEARING TUESDAY NIGHT AND SUNNY DRY WEATHER FOR WEDNESDAY AS HIGH PRESSURE RETURNS.

NYZ028-035-VTZ001-002-005-009-252130-
EASTERN CLINTON-EASTERN ESSEX-GRAND ISLE-WESTERN FRANKLIN-
WESTERN CHITTENDEN-WESTERN ADDISON-
INCLUDING THE CITIES OF...PLATTSBURGH...PORT HENRY...
TICONDEROGA...ALBURGH...SOUTH HERO...ST. ALBANS...BURLINGTON...
MIDDLEBURY...VERGENNES
342 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD AMOUNT	MCLEAR	MCLDY	MCLDY
PRECIP CHC (%)	0	50	80
PRECIP TYPE	NONE	SHOWERS	SHOWERS
MAX/MIN TEMP	52	32	43
20FTWND AM(MPH)	N 7 G17		NE 5
20FTWND PM(MPH)	N 8	LGT/VAR	N 6
PRECIP AMOUNT	0.00	0.07	0.17
PRECIP DURATION		4	9
PRECIP BEGIN		7 PM	CONTINUING
PRECIP END		CONTINUING	6 PM
HUMIDITY (%)	21	79	40
HAINES INDEX	4	4	3
LAL	1	1	1
MIXING HGT	7360		4360
TRANSPORT WND (MPH)	NW 14		NE 7
VENTILATION RATE	104330		19510

REMARKS...NONE.

VTZ003-004-006>008-010-016>018-252130-
 ORLEANS-ESSEX-LAMOILLE-CALEDONIA-WASHINGTON-ORANGE-
 EASTERN FRANKLIN-EASTERN CHITTENDEN-EASTERN ADDISON-
 INCLUDING THE CITIES OF...NEWPORT...ISLAND POND...JOHNSON...
 STOWE...ST. JOHNSBURY...MONTPELIER...BRADFORD...RANDOLPH...
 ENOSBURG FALLS...RICHFORD...UNDERHILL...BRISTOL...RIPTON
 342 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD AMOUNT	MCLEAR	MCLDY	MCLDY
PRECIP CHC (%)	0	50	80
PRECIP TYPE	NONE	SHOWERS	SHOWERS
MAX/MIN TEMP	51	26	42
20FTWND AM(MPH)	NW 5 G18		LGT/VAR
20FTWND PM(MPH)	NW 9 G18	LGT/VAR	LGT/VAR
PRECIP AMOUNT	0.00	0.06	0.16
PRECIP DURATION		3	10
PRECIP BEGIN		11 PM	CONTINUING
PRECIP END		CONTINUING	6 PM
HUMIDITY (%)	17	88	34
HAINES INDEX	4	4	3
LAL	1	1	1
MIXING HGT	7570		5140
TRANSPORT WND (MPH)	NW 18		N 5
VENTILATION RATE	158890		30840

REMARKS...NONE.

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VTZ011-012-019-252130-
 WESTERN RUTLAND-WINDSOR-EASTERN RUTLAND-
 INCLUDING THE CITIES OF...RUTLAND...SPRINGFIELD...
 WHITE RIVER JUNCTION...EAST WALLINGFORD...KILLINGTON
 342 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD AMOUNT	PCLDY	MCLDY	CLOUDY
PRECIP CHC (%)	0	80	100
PRECIP TYPE	NONE	SHOWERS	SHOWERS
MAX/MIN TEMP	56	33	39
20FTWND AM(MPH)	LGT/VAR		E 6
20FTWND PM(MPH)	NW 6	LGT/VAR	E 5
PRECIP AMOUNT	0.00	0.16	0.40
PRECIP DURATION		6	11
PRECIP BEGIN		6 PM	CONTINUING
PRECIP END		CONTINUING	CONTINUING
HUMIDITY (%)	23	85	55
HAINES INDEX	4	2	2
LAL	1	1	1
MIXING HGT	7540		3910
TRANSPORT WND (MPH)	NW 15		E 6
VENTILATION RATE	132840		20800

REMARKS...NONE.

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.FORECAST FOR DAYS 3 THROUGH 7...
 .TUESDAY NIGHT...CLEAR. LOWS IN THE MID 20S. NORTH WINDS AROUND 5 MPH.
 .WEDNESDAY...SUNNY. HIGHS IN THE UPPER 40S. NORTH WINDS AROUND 5 MPH.
 .WEDNESDAY NIGHT...MOSTLY CLEAR. LOWS IN THE UPPER 20S. WEST WINDS AROUND 5 MPH.
 .THURSDAY...SUNNY. HIGHS IN THE LOWER 50S. NORTHWEST WINDS 5 TO 10 MPH.
 .THURSDAY NIGHT...PARTLY CLOUDY. LOWS IN THE LOWER 30S. NORTHEAST WINDS AROUND 5 MPH.
 .FRIDAY...MOSTLY SUNNY. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.
 .FRIDAY NIGHT...PARTLY CLOUDY. LOWS IN THE MID 30S. NORTH WINDS AROUND 5 MPH.
 .SATURDAY...MOSTLY SUNNY. HIGHS IN THE UPPER 50S. NORTHWEST WINDS 5 TO 10 MPH.
 .SATURDAY NIGHT...PARTLY CLOUDY. LOWS IN THE MID 30S. NORTHWEST WINDS 5 TO 10 MPH.
 .SUNDAY...MOSTLY SUNNY. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.

.OUTLOOK 8 TO 14 DAYS...
 TEMPERATURES BELOW NORMAL. PRECIPITATION ABOVE NORMAL.

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----- FIRE WEATHER FORECAST FROM NWS ALBANY -----

.DISCUSSION...
 UNSETTLED WEATHER IS EXPECTED THIS AFTERNOON INTO TUESDAY...AS WAVES OF LOW PRESSURE MOVE ALONG A COLD FRONT THAT IS FORECAST TO SLOWLY DRIFT SOUTHWARD ACROSS THE REGION. RELATIVE HUMIDITY VALUES WILL DROP TO 35 TO 55 PERCENT TODAY...RECOVER TO 85 TO 100 PERCENT TONIGHT WITH RAIN OVERSPREADING THE AREA...AND REMAIN ABOVE 80 PERCENT ON TUESDAY WITH WIDESPREAD RAIN. WINDS WILL BE NORTHWEST TO NORTH AT 5 TO 15 MPH TODAY AND TONIGHT AND NORTHEAST AT 5 TO 15 MPH ON TUESDAY.

BENNINGTON-
 INCLUDING THE CITIES OF...STAMFORD...BENNINGTON...
 WOODFORD STATE PARK...POWNA
 452 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD COVER	MCLDY	CLOUDY	CLOUDY
PRECIP TYPE	RAIN	RAIN	SNOW/RAIN
CHANCE PRECIP (%)	20	80	90
TEMP (24H TREND)	57 (+5)	34 (+2)	41
RH % (24H TREND)	36 (+16)	87 (+28)	71
20FTWND-AM(MPH)	W 5		E 10
20FTWND-PM(MPH)	NW 6	NE 5	NE 8
PRECIP AMOUNT	0.01	0.16	0.48
PRECIP DURATION	0	6	10
PRECIP BEGIN	4 PM	CONTINUING	CONTINUING
PRECIP END	CONTINUING	CONTINUING	CONTINUING
MIXING HGT(FT-AGL)	5690		2130
TRANSPORT WND (MPH)	W 10		E 13
VENT RATE (KT-FT)	50050		18850
DISPERSION	5		5
LAL	1	1	1
HAINES INDEX	3	2	2

REMARKS...NONE.

WESTERN WINDHAM-
INCLUDING THE CITIES OF...STRATTON...LONDONDERRY
452 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD COVER	MCLDY	CLOUDY	CLOUDY
PRECIP TYPE	RAIN	RAIN	SNOW/RAIN
CHANCE PRECIP (%)	20	80	90
TEMP (24H TREND)	57 (+4)	34 (+2)	41
RH % (24H TREND)	34 (+15)	86 (+27)	66
20FTWND-AM(MPH)	W 5		E 9
20FTWND-PM(MPH)	NW 7	NE 5	NE 7
PRECIP AMOUNT	0.01	0.14	0.46
PRECIP DURATION	0	6	11
PRECIP BEGIN	4 PM	CONTINUING	CONTINUING
PRECIP END	CONTINUING	CONTINUING	CONTINUING
MIXING HGT(FT-AGL)	6440		2450
TRANSPORT WND (MPH)	W 13		SE 14
VENT RATE (KT-FT)	52920		24080
DISPERSION	5		5
LAL	1	1	1
HAINES INDEX	4	2	2

REMARKS...NONE.

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EASTERN WINDHAM-
INCLUDING THE CITIES OF...BRATTLEBORO...GUILFORD CENTER...
WEST BRATTLEBORO...BELLOWS FALLS
452 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD COVER	MCLDY	CLOUDY	CLOUDY
PRECIP TYPE	NONE	RAIN	SHOWERS
CHANCE PRECIP (%)	0	80	80
TEMP (24H TREND)	59 (+2)	36 (+4)	42
RH % (24H TREND)	27 (+10)	84 (+21)	65
20FTWND-AM(MPH)	W 5		NE 8
20FTWND-PM(MPH)	NW 6	N 5	NE 6
PRECIP AMOUNT	0.00	0.12	0.43
PRECIP DURATION		5	10
PRECIP BEGIN		6 PM	CONTINUING
PRECIP END		CONTINUING	CONTINUING
MIXING HGT(FT-AGL)	6760		2510
TRANSPORT WND (MPH)	W 10		SE 14
VENT RATE (KT-FT)	52480		24400
DISPERSION	5		5
LAL	1	1	1
HAINES INDEX	4	2	2

REMARKS...NONE.

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.FORECAST FOR DAYS 3 THROUGH 7...

.WEDNESDAY...PARTLY CLOUDY. A CHANCE OF RAIN SHOWERS. LOWS IN THE LOWER 30S. HIGHS IN THE LOWER 50S. NORTHWEST WINDS 5 TO 10 MPH.

.THURSDAY...MOSTLY CLEAR. LOWS AROUND 30. HIGHS IN THE MID 50S. NORTH WINDS AROUND 5 MPH.

.FRIDAY...PARTLY CLOUDY. A CHANCE OF RAIN SHOWERS. LOWS IN THE MID 30S. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.

.SATURDAY...PARTLY CLOUDY. LOWS IN THE UPPER 30S. HIGHS IN THE UPPER 50S. NORTHWEST WINDS 5 TO 10 MPH.

.SUNDAY...PARTLY CLOUDY. LOWS IN THE UPPER 30S. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.

.OUTLOOK 8 TO 14 DAYS...

TEMPERATURES BELOW NORMAL. PRECIPITATION ABOVE NORMAL.

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EXAMPLE: VERMONT FIRE DANGER REPORT

Vermont Fire Danger Report

Monday, April 25, 2016

Observations

Sta	WX	Tmp	RH	Dir	WS	TMx	TmMn	RHMx	RHMn	Dur	Amt
NUL	2	50	19	292	8	50	25	73	17	0	0
ESS	2	52	25	357	4	54	28	75	14	0	0
ELM	0	49	26	316	6	49	29	64	21	0	0
DAN	3	52	29	218	4	58	28	83	10	0	0
WOOD	1	51	33	259	5	51	36	57	14	0	0

NFDR Index

Sta	WS	WDY	HRB	1H	10hr	100H	1000H	IC	SC	EC	BI	SL	R	KBDI
NUL	8	70	15	4	6	11	23	42	14	35	52	5	V	27
ESS	4	70	14	5	6	11	19	24	6	32	34	3	M	50
ELM	6	70	15	4	6	11	23	35	9	34	42	4	H	28
DAN	4	70	14	6	7	11	20	18	5	30	31	3	M	62
WOOD	5	70	16	6	6	9	21	23	7	31	35	4	H	65

Fire danger today is variable from **MODERATE** where clouds are working there way in to **HIGH** where winds are quite light to **VERY HIGH** especially in the NEK where winds are stronger. Rh is still on the low side and dead fuels remain very dry. Open burning is not advised until fuel conditions improve.

Rain/snow will be starting tonight in southern Vermont and moving north during the morning tomorrow. Enough precip is expected by tomorrow afternoon to drop fire danger to LOW.



[Six Minutes for Safety: An interagency safety initiative that address high-risk situations that historically get firefighters in trouble.](#)

Report Submitted by: Tess Greaves, VT Dept. of Forests. Parks & Recreation

COLUMN DEFINITIONS FOR VERMONT FIRE DANGER REPORT

Column Definitions for Daily Weather Observations

Vermont Fire Danger Report											
DATE											
Observations											
Sta	WX	Tmp	RH	Dir	WS	TMx	TmMn	RHMx	RHMn	Dur	Amt

Column Heading	Name	Description
Sta	Station	Nulhegan (NUL) – Station ID 430402
		Essex (ESS) – Station ID 430501
		Elmore (ELM) – Station ID 430601
		Danby (DAN) – Station ID 431301
		Woodford (WOOD) – Station ID 431303
Wx	State of the Weather	Description of the weather at the time of observation.
		0 Clear, less than 10% cloud cover
		1 Scattered clouds, 10-50% cloud cover
		2 Broken clouds, 60-90% cloud cover
		3 Overcast, 100% cloud cover
		4 Fog
		5 Drizzle or mist
		6 Rain
		7 Snow or sleet
		8 Showers
		9 Thunderstorms
Tmp	Temperature	Observed dry bulb air temperature in Fahrenheit.
RH	Relative Humidity	The ratio of the actual amount of water vapor in the air to the amount necessary to saturate the air at that temperature and pressure.
Dir	Wind Direction	The direction from which the wind is blowing entered as a numeric value representing the compass direction (90 for east, 315 for winds coming out of the northwest). Calm winds have a zero value.
WS	Wind Speed	Wind, in miles per hour, measured at 20 feet above the ground and averaged over at least ten minutes. 0 is calm.
TMx	Maximum Temperature	Observed maximum temperature in the last 24 hours (Fahrenheit).
TmMn	Minimum Temperature	Observed minimum temperature in the last 24 hours (Fahrenheit).
RHMx	Maximum RH	Observed maximum relative humidity in the last 24 hours.
RHMx	Minimum RH	Observed minimum relative humidity in the last 24 hours.
Dur	Precipitation duration	Actual number of hours of precipitation observed in the last 24 hours, cumulative total of all occurrences.
Amt	Precipitation amount	Amount of precipitation observed in the last 24 hours.

Vermont Fire Danger Report

Column Definitions for National Fire Danger Rating (NFDR) Index

NFDR Index														
Sta	WS	WDY	HRB	1H	10hr	100H	1000H	IC	SC	EC	BI	SL	R	KBDI

Column Heading	Name	Description
Sta	Station	Same as daily weather observations.
WS	Wind Speed	Wind, in miles per hour, measured at 20 feet above the ground and averaged over at least ten minutes. 0 is calm.
WDY	Live Woody Fuel Moisture	Calculated field that represents the water content of LIVE woody plants expressed as a % of the oven-dried weight of the plants.
HRB	Live Herbaceous Fuel Moisture	Calculated field that represents the water content of LIVE herbaceous plants expressed as a % of the oven-dried weight of the plants.
1H	1-hour dead fuel moisture	Calculated one-hour timelag fuel moisture content, in percent, of DEAD herbaceous plants and roundwood less than 1/4 inch in diameter, also includes the uppermost layer of the forest floor.
10H	10-hour dead fuel moisture	Calculated ten-hour timelag fuel moisture content, in percent, of DEAD fuels consisting of roundwood 1/4 to 1 inch in diameter, and roughly, the layer of litter extending from just below the surface to 3/4 inch below the surface.
100H	100-hour dead fuel moisture	Calculated 100-hour timelag fuel moisture content, in percent, of DEAD fuels in the 1-3 inch diameter class.
1000H	1000-hour dead fuel moisture	Calculated 1000-hour timelag fuel moisture content, in percent, of DEAD fuels in the 3-8 inch diameter class.
IC	Ignition Component	A calculated field which provides an index indicating the probability that a heat source, natural or man-made, will cause a fire requiring suppression action. IC values range between 0 and 100.
SC	Spread Component	A calculated field which provides a relative index of the forward rate of fire spread. The scale for SC values is open ended.
EC	Energy Release Component	A calculated field which provides a relative index of the available energy (heat) (Btu) per square foot within the flaming front at the head of a fire. The scale for ERC values is open ended.
BI	Burning Index	A calculated field which provides an index indicating the difficulty of containing a single fire. The BI has a linear relationship to flame length at the head of the fire (10 times the predicted flame length) and is derived from the SC and the ERC. The scale for BI values is open ended.
SL	Staffing Level	Readiness level that represents a way of linking fire danger information to fire management decisions. Levels set by Agency. Used by Green Mountain National Forest.
R	Adjective Fire Danger Rating	The fire Danger Rating is used to communicate fire danger to the public (Smokey's arm). L=low; M=moderate; H=high; V=very high; E=extreme.
KBDI	Keetch-Byram Drought Index	A calculated field which is used to estimate deep drying of litter and duff. The value is calculated based on observations where 0 represents saturated, 800 represents maximum drought.

Vermont Fire Danger Report

Column Definitions for Forecasted Weather Observations and NFDR Index

Forecast Observations - Date

Sta	WX	Tmp	RH	Dir	WS	TMx	TmMn	RHMx	RHMn	Dur 1	Dur 2
-----	----	-----	----	-----	----	-----	------	------	------	-------	-------

Forecast NFDR Index - Date

Sta	WS	WDY	HRB	1H	10hr	100H	1000H	IC	SC	EC	BI	SL	R	KBDI
-----	----	-----	-----	----	------	------	-------	----	----	----	----	----	---	------

These sections are calculated values based on the current day's fire weather observations and the forecasted weather observations from the National Weather Service. These observations are then used to calculate the NFDR outputs. All fields have the same description as the actual observations and NFDR outputs except for Dur 1 and Dur 2 of the forecast observations section.

Dur 1 (first 16 hours of forecasted precipitation)	Displays the forecasted duration of precipitation, in hours, from 1: 00 pm to 5: 00 am (1300 to 0500).
Dur 2 (Next 8 hours of forecasted precipitation)	Displays the forecasted duration of precipitation, in hours, from 5: 00 am to 1: 00 pm. (0500 to 1300).

WILDLAND FIRE DETECTION

The majority of wildland fires are reported by the general public through the 911 dispatchers who in return dispatch local fire departments. During periods of high fire danger, the State may utilize aerial patrols to detect forest fires. The primary need for fire patrol flights is to provide for early detection of fires in remote areas.

The map on the following page indicates the detection routes of FPR aerial patrols. When a fire is detected by a patrol plane, it is reported to one of our FPR Fire Response Coordinators (FRC) along with general information on its location, type of forest, size, etc. The FPR FRC, in turn, contacts local fire dispatch, town volunteer fire department, and if needed, Vermont Division of Emergency Management and Homeland Security.

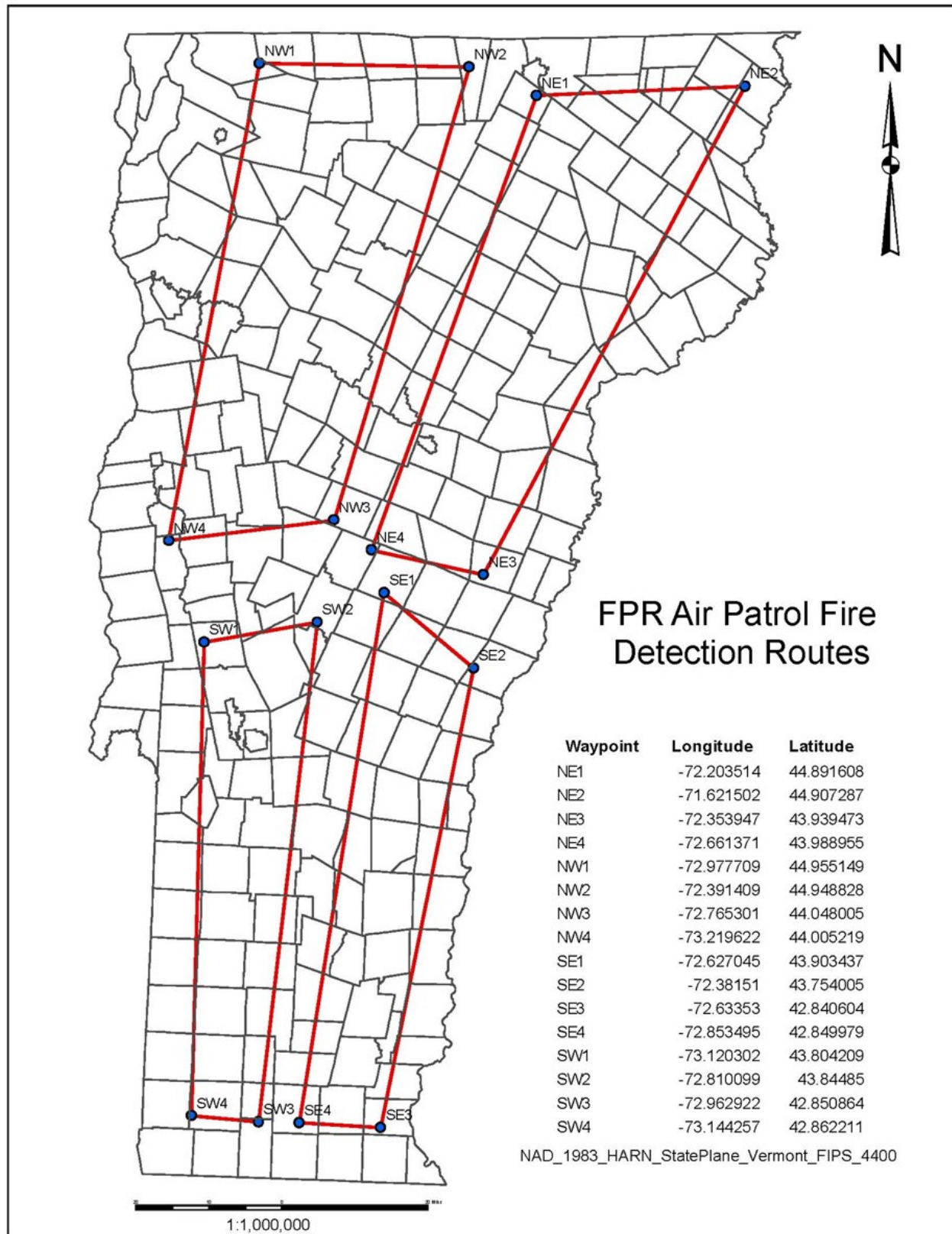
During major suppression operations, fire patrol planes may be used to observe the progress of control efforts. **The FPR State Forest Fire Supervisor and the Green Mountain National Forest will determine the necessity and use of fire patrol flights. Prompt fire reports help track fire occurrence and the need for flights.**

Detection flights may be authorized by the Department of Forests, Parks and Recreation fire staff at its discretion. Information on current and local fire danger ratings is used to determine if flights are necessary. Most flights are scheduled based on current and predicted fire weather and are tempered by Vermont experience.

Fire detected on US Forest Service (USFS) or US Fish & Wildlife Service (USFW) land by the flight will be reported to a State Dispatcher who will then notify the Northeastern Interagency Coordination Center (NECC).

VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION

AIR PATROL FIRE DETECTION ROUTES



RADIO COMMUNICATIONS

The Vermont State Forestry Division maintains a conservation radio frequency. This frequency is car to car only. Fire Chiefs in Vermont can request to program this frequency into their department radios. The Forest Resource Protection section uses programmable portable radios as well as mobile radios mounted in both Fire Response Vehicles (FRV), FPR1 and FPR2. The FRVs have radios pre-programmed with the majority of the local fire-ground frequencies in Vermont, as well as Fire/EMS Dispatch Centers, State Fish & Wildlife, State Police, State Agency of Transportation, and National Interoperability channels (VTAC). The FRVs also have on board VHF radios that can be field programmed on an incident. When state forestry personnel arrive to assist on a fire, they will request permission to operate on the local incident frequency.

Fire Response Coordinators (FRC) have assigned State CAD (Computer Aided Dispatch) system radio call numbers that are identifiable in the State PSAPs (Public Safety Answering Points. i.e. Dispatch Centers). FRC-South: Lars Lund (2275); FRC-North: Dan Dillner (2276).

CHANNEL	FREQUENCY	DESCRIPTION
Forestry Conservation	Rx 151.1600 Rx Code 156.7 Tx 151.1600 Tx Code 156.7	Forests & Parks Fire-ground / car to car
VTAC11	Rx 151.1375 Code 156.7 Tx 151.1375 Code 156.7	Non-Federal VHF National Interoperability Channels
VTAC12	Rx 154.425 Code 156.7 Tx 154.425 Code 156.7	Non-Federal VHF National Interoperability Channels
VTAC13	Rx 158.7375 Code 156.7 Tx 158.7375 Code 156.7	Non-Federal VHF National Interoperability Channels
VTAC14	Rx 159.475 Code 156.7 Tx 159.475 Code 156.7	Non-Federal VHF National Interoperability Channels
	Rx 162.4000 No Tx	National Weather Service Mount Mansfield
	Rx 162.4750 No Tx	National Weather Service Mount Ascutney

SUPPRESSION INFORMATION



- *Wildland Fire Reporting Procedure*
- *Fire Suppression Assistance*
- *Forest Fire Suppression Reimbursement Policy*
- *Wildland Fire Equipment Purchases*

WILDLAND FIRE REPORTING PROCEDURES

One of your most important duties as Forest Fire Warden is to promptly report all wildland fires to your District Fire Supervisor. Prompt reporting helps the Forestry Division monitor fire danger, submit accurate daily situation reports to the Northeast Coordination Center and qualify for federal grant funds.

Forest fire reporting is not difficult or time consuming **if done promptly**. Coordination with your fire department is essential in having all wildland fires reported to you **immediately**. If at all possible, Forest Fire Wardens should be present at all ongoing wildland fires. All details will be clearer and more accurate if you are there. **FPR will pay the fire warden \$10.00 per report for reports received within 2 weeks after a fire is extinguished.**

Wildland fires can be reported using the “Forest Fire Report” card or the online “Wildland Fire Reporting” system. The advantage of using the online reporting system is the report is immediately received and you can edit or update information as needed. Both methods are described below.

Forest Fire Report Card:

1. Check fire for cause, size, location (latitude/longitude), damages, injuries, cost estimate, and violations. Size and location can be determined by you or your District Fire Supervisor with a hand held GPS unit.
2. Fill out the **Forest Fire Report card** immediately and **with as much information as possible**. At a minimum, the upper section labeled “Required Information” must be completed. The “Additional Fire Information” contains fire scene information, important documentation for the Department of Forests, Parks and Recreation.
3. **Don’t forget a good map**; the sketch map should include:
 - location of fire— if possible include coordinates
 - where fire started
 - area burned
 - type of wildland burned or endangered (grass, brush, woodland)
 - north arrow
 - wind direction
 - 911 addresses, road names and any other distinguishing landmarks to assist in locating fire
4. Immediately send this report to your **District Fire Supervisor**.

Your District Fire Supervisor will check the fire at your request.

Online Wildland Fire Reporting System:

1. Check fire for cause, size, location, damages, cost estimate, and violations. Size and location can be determined by you or your District Fire Supervisor with a hand held GPS unit.
2. On your computer, go to <https://anrweb.vt.gov/FPR/WildlandFires/login.aspx>
3. to access the log in screen. Type in your user name and password and CLICK **login**. *A user name and password will be assigned to you as part of the fire warden appointment process.*
4. Submit a New Fire Report. From the menu on the left, select **New Fire Report**. Complete the top portion of the form. *This section is required information. **These 5 fields must be completed to submit the report.***
5. Complete the additional details section with as much information as you have. The comments/description section is where you describe the fire scene, the location of the fire in relation to roads, forests, etc. This section will replace the map that is requested on the hard copy fire report. Add as much detail as possible. *Note: If you have a .jpg or .pdf map of the fire, it can be emailed to your District Fire Supervisor.*
6. Click the **Submit** button to complete the online report.
7. You have the option of editing an existing report if you want to add additional information or correct information entered in error. To do this, click on View Existing Reports, Edit Report. After you have made your changes, click on the Update Fire Report.
8. Once you have entered or edited your report, Log Out of the system.

For more detailed information go to the “[Vermont Online Wildland Fire Reporting System Fire Wardens User’s Guide](http://fpr.vermont.gov/forest/fires/wardens)” (<http://fpr.vermont.gov/forest/fires/wardens>). If you have any problems, contact your District Fire Supervisor for assistance.

Examples of both reporting methods are shown on the following pages.

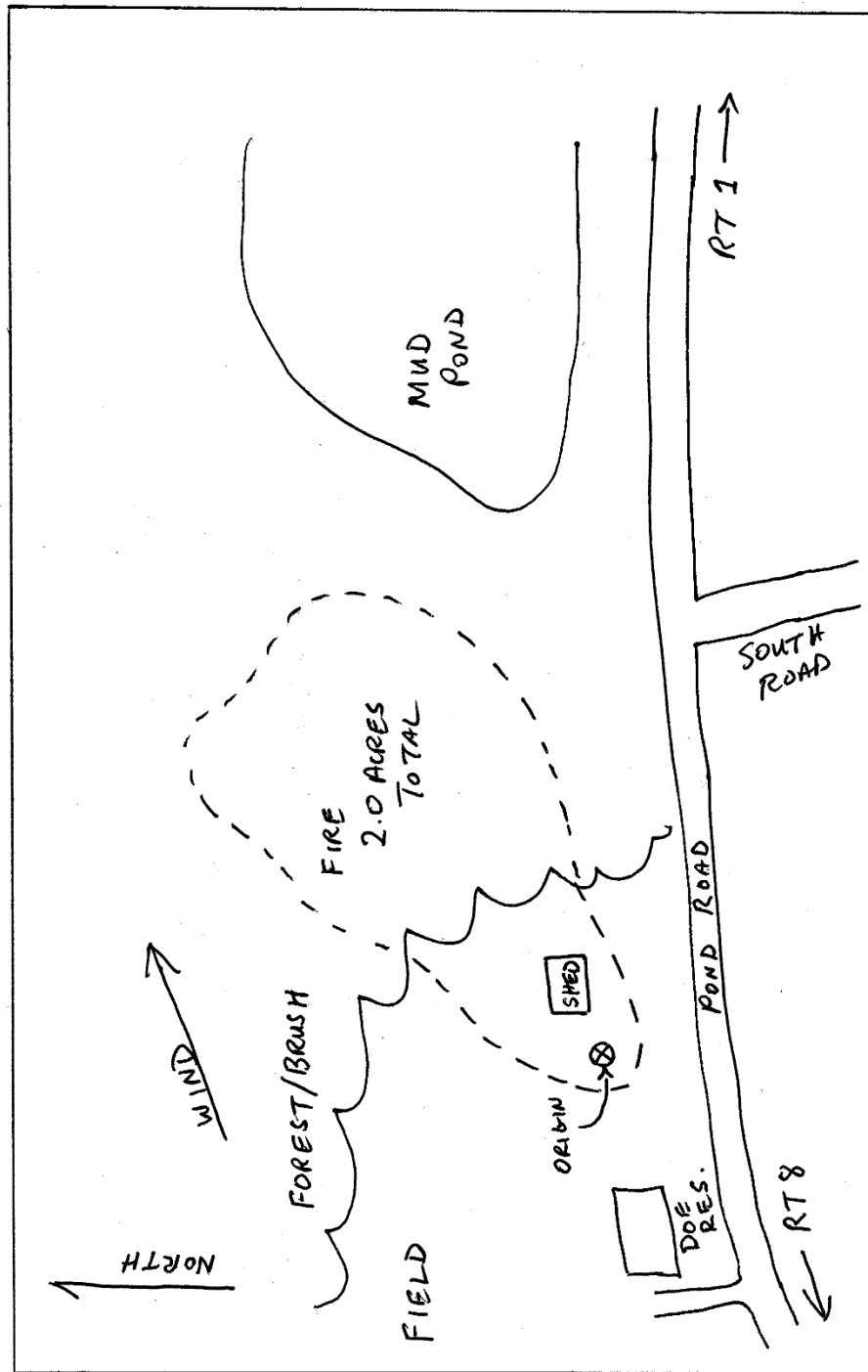
IMPORTANT

If the wildland fire report is not received by your District Fire Supervisor within two weeks (14 days) after the extinguishment of the fire, **YOU WILL NOT BE ELIGIBLE FOR PAYMENT FOR THE FIRE REPORT.** (10 V.S.A. §2642 and §2644).

EXAMPLE OF A FOREST FIRE REPORT - FRONT

FPR	Fire #	State of Vermont Department of Forests, Parks and Recreation Forest Fire Report		
	Date Received:	Approved by:		
Date Entered:				
REQUIRED INFORMATION	Date of Fire: <u>4-10-2017</u>	Town: <u>FORESTVILLE</u>		
	Fire Name: <u>POND ROAD FIRE</u>			
	Fire Cause: <u>DEBRIS BURNING</u>			
	Latitude: <u>44.06175</u>	Was a permit issued?	Was the fire a violation?	
	Longitude: <u>72.51130</u>	Yes <input checked="" type="radio"/> No <input type="radio"/>	Yes <input checked="" type="radio"/> No <input type="radio"/>	
	NUMBER OF ACRES BURNED		DATE/TIME LOG	
	Grass <u>0.5</u>	Time Fire Reported <u>1:30</u> am/pm <input checked="" type="radio"/>		
	Brush <u>1.5</u>	Arrival on Scene <u>1:45</u> am/pm <input checked="" type="radio"/>		
	Woodland/Forest _____	Fire Controlled <u>3:45</u> am/pm <input checked="" type="radio"/>		
	Total Acres <u>2.0</u>	Fire Extinguished <u>5:15</u> am/pm <input checked="" type="radio"/> <u>4-10-17</u> Date		
<u>Tom Smith</u>		<u>4-15-2017</u>		
Town Forest Fire Warden Signature Date				
IMPORTANT: Please include a map on the back of this report showing fire location with landmarks, fire origin (if known), wind direction and North arrow				
ADDITIONAL FIRE INFORMATION	Wind Direction from: <input checked="" type="radio"/> NW <input type="radio"/> N <input type="radio"/> NE <input type="radio"/> E <input type="radio"/> SE <input type="radio"/> S <input type="radio"/> SW <input type="radio"/> W		Wind Speed (mph): <u>20</u>	Temperature (F): <u>60</u>
	INCIDENT INJURIES/DAMAGES		# Residences	# Other Structures
	# Injuries <u>0</u>	Property Threatened	<u>1</u>	
	# Fatalities <u>0</u>	Property Damaged		
		Property Destroyed		<u>1 Shed</u>
	Person(s) Responsible: <u>John Doe</u>		Approx. Age: <u>52</u>	
	Who Reported the Fire: <u>Mary Doe</u>			
	FIRE SUPPRESSION RESOURCES ON SCENE		Number of Personnel or Apparatus Identification	Total Hours
	Town Forest Fire Wardens		<u>1</u>	<u>3.5</u>
	In-town Firefighters		<u>3</u>	<u>3.5</u>
Mutual Aid Firefighters		<u>4</u>	<u>3.0</u>	
Brush Trucks		<u>2</u>	<u>3.5</u>	
Engines/ETA's		<u>1</u>	<u>3.5</u>	
Tankers		<u>1</u>	<u>3.5</u>	
Other: ATV / UTV / Chainsaw /		<u>1 ATV</u>	<u>3.0</u>	
Other: ATV / UTV / Chainsaw /				

EXAMPLE OF A FOREST FIRE REPORT - BACK



REMEMBER – REPORT WILDLAND FIRES PROMPTLY.

EXAMPLE OF THE ONLINE FIRE REPORT FORM

Submit A New Fire Report

Please fill out the information in this form to create the initial fire report.

Fire Date: * (Required)

Location: * (Required)

County: * (Required)

Cause: * (Required)

Estimated Size (in acres): * (Required)

Comments:

Coordinates: Lat: Long:

Permit Issued?: ☐ Yes ☒ No

Violation: ☒ Yes ☐ No

Acres Burned: Grass: Brush: Forest:

Size Class:

Wind Speed (mph): Wind Direction:

Temperature:

COST TO EXTINGUISH

	NO. of PERSONS	HRS PER PERSON	RATE/HR	COST
Forest Fire Warden	<input type="text" value="1"/>	<input type="text" value="4"/>	<input type="text" value="20"/>	<input type="text" value="80.00"/>
Hired Help	<input type="text" value="6"/>	<input type="text" value="4"/>	<input type="text" value="20"/>	<input type="text" value="480.00"/>
Mutual Aid Received	<input type="text" value="4"/>	<input type="text" value="3.5"/>	<input type="text" value="20"/>	<input type="text" value="280.00"/>
Other Expenses	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Equipment-Engines	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="150"/>	<input type="text" value="1200.00"/>
Equipment-Tankers	<input type="text" value="1"/>	<input type="text" value="4"/>	<input type="text" value="125"/>	<input type="text" value="500.00"/>
Equipment-Other	<input type="text" value="1"/>	<input type="text" value="4"/>	<input type="text" value="25"/>	<input type="text" value="100.00"/>
Total Cost:				<input type="text" value="2640.00"/>

Date/Time Reported:

Date/Time Arrived :

Date/Time Controlled:

Date/Time Extinguished:

Unofficial Report?: ☐

FIRE SUPPRESSION ASSISTANCE

The Vermont legislature has given the responsibility of forest fire prevention and suppression to each individual town under the authority of the town forest fire warden. Many wardens take personal charge of fire suppression in their town; however, it is accepted that most towns have fire suppression handled by the town fire department. When a fire department receives a wildland fire call from anyone, they are considered to have been officially summoned by the town forest fire warden. It is also recognized that town fire wardens often delegate some of their authority to fire department chiefs to make fire suppression efforts more responsive. Ultimately, the town forest fire warden has complete authority and jurisdiction over wildland fire suppression activities in his/her town.

When initial attempts to control wildland fires become too difficult or risky, the responding town usually requests additional assistance. Fire departments calling for assistance contact fire dispatch center for mutual aid. Firefighters and equipment are dispatched either directly to the fire scene or arrive at the town fire station for stand-by. Mutual aid fire assistance between towns has worked well for many years and is your primary source for additional assistance. Review your dispatching and mutual aid activation procedures with neighboring fire officials periodically. This will make mutual aid assistance more effective.

If a wildland fire requires specialized assistance or equipment, or the response from local fire departments does not meet your needs, you may contact the FPR Fire Response Coordinator (FRC) for your area (page 3). The FRC is dispatched through VT Division of Emergency Management and Homeland Security.

Some of the resources and services available to you during a wildland fire emergency are:

- **Forest Fire Handtools** delivered to your fire scene by state forestry personnel in quantities you request.
- **Specialized Water Handling Equipment** delivered to your fire scene, set up and operated by the state forestry personnel. This equipment is designed to transport water over difficult terrain and has special applications for control and mop-up of wildland fires.
- **Wildland Fire Investigation** – Upon request, your District Fire Supervisor will assist you in a fire case investigation and involve State Police fire investigators if necessary.
- **Fire Reports and Wildland Fire Suppression Expense Forms** – If you need help, you can obtain assistance in preparing these reports.
- **Fire Behavior** – The Fire Response Coordinator or your District Fire Supervisor can assist you in determining how your ongoing fire is going to behave and react to control efforts. This is done by analyzing fuels, weather, and topography.
- **Fire Suppression Strategies** – Wildland fires are very unique and controlling them can be very complicated. Your District Fire Supervisor can assist you in developing control strategies to minimize cost and effort, and maximize safety and effectiveness.

- **Specialized Firefighting Crews** – If circumstances warrant specially-trained wildland fire crews or teams, your District Fire Supervisor can request this resource for you.
- **Fire Critique and Training** – If desired, the Fire Response Coordinator or your District Fire Supervisor can help you review a fire after it is over to examine effectiveness, cost, safety, and training needs.

These are a few of the resources and services available to you through your District Fire Supervisor. *(In most cases towns are not charged for the cost of resources and services provided by the State.)* Our goal is to keep wildland fire control costs to a minimum. If you cannot contact your District Fire Supervisor, you can call a neighboring supervisor or Headquarters *(see contact information, page 5)*.

FOREST FIRE SUPPRESSION REIMBURSEMENT POLICY

Forest Fire Reimbursement for fires on or threatening Agency of Natural Resource (ANR) owned lands

I. General Eligibility Requirements for Reimbursement of Fire Suppression Costs on All Lands

- A. To be eligible for reimbursement of forest fire suppression costs, the town in which the fire occurred must have actually paid for such forest fire suppression costs and must provide documentation of the payment of such costs to the Commissioner; and
- B. The fire department charged with fire protection in the town in which the fire occurs must supply a minimum of one fire department truck and two fire department personnel. The equipment and personnel must be actively engaged in forest fire suppression activities for the entire time requested or required for suppression of the forest fire; and
- C. The Town Forest Fire Warden must comply with the requirements of Chapter 83, Subchapter 4 of Title 10 of the Vermont Statutes Annotated; and
- D. The reimbursement rate shall be determined by the Commissioner of the Department of Forests, Parks and Recreation (“FPR” or “Department”) and shall be reviewed annually and adjusted as appropriate. The reimbursement rate will be provided to Town Forest Fire Wardens and posted on the FPR website.

II. Lands Owned by the Agency of Natural Resources

- A. The general eligibility requirements set forth in **Section I.** above must be satisfied; and
- B. “Lands owned by the Agency of Natural Resources” shall be defined as lands owned in fee simple by the Departments of Forests, Parks and Recreation, Fish and Wildlife and Environmental Conservation. “Lands owned by the Agency of Natural Resources” shall not include easement interests or other partial interests in lands held by the Agency of Natural Resources, the Department of Forests, Parks and Recreation, the Department of Fish and Wildlife, or the Department of Environmental Conservation; and
- C. The State will reimburse 100% of approved costs of the town in which the fire occurred at the reimbursement rate determined by the Commissioner, that are paid by the town in which the fire occurred, and reported and submitted to the Department by the Town Forest Fire Warden in accordance with Chapter 83, subchapter 4 of Title 10 of the Vermont Statutes Annotated.

FOREST FIRE SUPPRESSION REIMBURSEMENT POLICY (CONT.)

Forest Fire Reimbursement for fires on or threatening Agency of Natural Resource (ANR) owned lands

III. Lands Not Owned by the Agency of Natural Resources

- A. The only fires that will be considered for reimbursement on lands not owned by the Agency of Natural Resources (ANR) are those fires that threaten ANR owned lands, as determined by the Commissioner; and
- B. The general eligibility requirements set forth in **Section I.** above must be satisfied; and
- C. The Town Forest Fire Warden shall comply with the requirements of 10 V.S.A. §2643(c) for fires on lands not owned by ANR for which the town seeks reimbursement of fire suppression costs; and
- D. The State will reimburse 100% of approved costs of the town in which the fire occurred at the reimbursement rate determined by the Commissioner, that are paid by the town in which the fire occurred, and reported and submitted to the Department by the Town Forest Fire Warden in accordance with Chapter 83, subchapter 4 of Title 10 of the Vermont Statutes Annotated; and
- E. The Commissioner of FPR shall determine if the eligibility requirements are satisfied and whether reimbursement is appropriate for any given forest fire.

DEPARTMENT OF FORESTS, PARKS AND RECREATION
APPLICATION FOR FIRE COST REIMBURSEMENT

PART A – Town Information *(to be completed by the Town requesting reimbursement)*

Town of: FORESTVILLE Treasurer's Name: CATHY JONES
Address: 123 MAIN STREET Office Hours: from 9:00 to 3:00
FORESTVILLE, VT 05600 Office Phone: 802-123-4567

The town of FORESTVILLE has initially paid for the cost of suppressing the wildland fire in the amount of \$ 2000 by town check numbers from 12345 to 12345, inclusive.

Under provisions of Title 10 V.S.A., §2643, and the Forest Fire Reimbursement Policy, the Town Selectboard requests reimbursement based upon this cost.

Signed:

James Smith
Chair

David Smith
Member

Mary Smith
Member

4 / 30 / 2017
Date

Joe Smith
Member

Jane Smith
Member

PART B – District Information *(to be completed by the District Fire Supervisor)*

State Fire Report Number: _____

Fire Report Received On: ____/____/____

Type of Fire: ☐ Grass ☐ Brush ☐ Woods

Expense Form Received On: ____/____/____

Fire Occurred: From ____/____/____ to ____/____/____

Size of Fire: _____ acres Class: _____

I have received and recorded a completed Wildland Fire Suppression Expense Form and forward this request having reviewed and approved of all expenditures relating to this fire.

Signed: _____ Date: ____/____/____

District Fire Supervisor

Forwarded to Headquarter's Office On: ____/____/____

Comments:

PART C – Headquarter's Office *(to be completed by the main office of the Dept. of FP&R)*

VISION Accounting Codes: 520590, 22005, 6130020000, 52224, SFA____, 70066

Approval:

PAY TO: (Treasurer Town of):

Comments:

Steven Sinclair, Director of Forests

Date: ____/____/____

Application for Fire Cost Reimbursement Form rev. 2017 March

Wildland Fire Suppression Expense Form

Submit this Expense Form(s), proof of payment, and Application for Fire Cost Reimbursement to your District Fire Supervisor by December 31st.

Page 1 of 1

FORESTVILLE
Town
POND ROAD STATE FOREST
Agency of Natural Resources Land Parcel

POND ROAD FIRE
Name of Fire
TOM SMITH
Town Forest Fire Warden

Town Forest Fire Warden Use only:

FORESTVILLE VOLUNTEER FIRE DEPARTMENT						
Name of Fire Department (Charged with fire protection for the Town listed above).						
Date	Time: Respond from Station	Time: Back in Service	# Responding Firefighters	# Responding Dept. Trucks	Reimbursable Hours	Reimbursable Expenses
4-10-17	1:40	5:40	8	4	4.0	\$ 2,000
						\$
						\$
						\$
						\$
						\$
						\$
						\$
					TOTAL	\$ 2,000

We certify that the above expenses are correct and are payable for the purpose of suppressing forest fires on or threatening Agency of Natural Resources owned lands and that a record of such is kept in the town files.

Tom Smith 4-30-2017
Town Forest Fire Warden Date

FPR District Fire Supervisor Date

Town Treasurer Use only:

Check Number	Check Payable to:	Date Shown on Check	Total Amount Paid
12345	FORESTVILLE VFD	4-30-17	\$ 2,000

Cathy Jones 4-30-17
Town Treasurer Date

Department of Forests, Parks and Recreation Use Only: Date Fire Report Rec'd by FPR: _____
State Fire Number: _____ Date Expense Report Rec'd by FPR: _____

WILDLAND FIRE EQUIPMENT PURCHASES

Annually, the Department of Forests, Parks and Recreation offers a Wildland Gear Grant to Vermont Volunteer Fire Departments (VFDs) providing fire protection to communities with populations of 10,000 or less. This is a 50/50 grant, and is funded by the federal Volunteer Fire Assistance (VFA) program. This grant is limited to specific items from the Wildland Fire Equipment catalog. This grant program is usually offered in late fall, with all equipment delivered to fire departments prior to the spring fire season.

At any time, fire departments in Vermont can purchase wildland fire fighting equipment and personal protective equipment (PPE) from the federal government supply through the Department of Forests, Parks and Recreation at federal list prices. Order forms can be obtained from your District Fire Supervisor. Some examples of tools and equipment available from FPR are:

- Forest fire shovels
- Cutter bar-type fire rakes
- Fire Brooms
- Nomex Protective Clothing – pants and shirts only (sizes required)
- Five gallon back pack pumps

Your District Fire Supervisor will supply current price information each year. Be sure to follow ordering instructions carefully. You will find blank order forms for your use in the packet in the back of this report. Additional forms are available from your District Fire Supervisor.

Payments for any purchases can be made by towns, fire departments, or fire wardens per instructions of each order form. You can order anything available from the online Defense Logistic Agency (DLA) catalog at <http://bit.ly/2mekG9Q>.

INSTRUCTIONS — WILDLAND FIRE EQUIPMENT ORDER

- Fill in the name of the town ordering equipment.
- Fill in the name and telephone number of the person who may be contacted if there are questions concerning the order.
- Fill in the name and address where items are to be shipped.
- Fill in complete billing information – to whom and where bills will be sent.
- Complete the ordering information.
- The town fire warden must approve and sign any equipment order unless the order is directly from the fire department.
- A minimum of three (3) selectboard signatures are required with each order unless the fire department is independent of the town.
- Forward completed orders and any payments directly to your District Fire Supervisor. Keep a copy for your records.
- When ordering Nomex protective clothing use the sizes from the DLA Wildland Catalog (<http://bit.ly/2mekG9Q>). Contact your District Fire Supervisor for assistance.
- If your order seems to be delayed or incorrect for any reason, contact your District Fire Supervisor.

Please order equipment well before you need it to insure timely delivery. *See equipment order form in the packet in the back of this handbook.*

WILDFIRE PROTECTION EQUIPMENT AND SUPPLIES

Order Form

Town or Fire Department making order:			Send to: (District Fire Supervisor)		
Mailing Address:					
Contact Person:					
Telephone Number:					

Qty	*Unit of Issue	Stock # (NSN)	Description	Unit Price	Total Cost
TOTAL					

*Unit of issue: BX= box EA=each LG=Length PG= Package PR = Pair

APPROVALS

Select Board Signatures: <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div>	Date: <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div>	Amount of check included with order: \$ <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> Check #: <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> <div style="background-color: yellow; padding: 2px; text-align: center; font-weight: bold;">Please make checks payable to: STATE OF VERMONT</div> Fire Warden Signature: <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div> Date: <div style="border-bottom: 1px solid black; height: 15px; margin-top: 5px;"></div>
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FOR STATE USE ONLY

Date order received by District Fire Supervisor:	Date order received in Essex
District Fire Supervisor's Initials	Initial of person receiving order
Date order sent to Essex	Date order submitted to DLA

PREVENTION



- *Prevention Education*
- *Forest Fire Laws*
- *Vermont Fire Prevention Ticket*
- *Burning Permits*
- *Camping and Campfires*
- *Prescribed Fire*
- *Air Pollution Regulations and Procedures*
- *Fireworks*

PREVENTION EDUCATION

The easiest wildland fire to deal with is the one that never gets started. Most of your efforts as town forest fire warden will result in educating the public on how to prevent fires or keep them from escaping.

Your District Fire Supervisor can provide information on various fire prevention techniques. Smokey Bear prevention materials are available in limited supply to your town for wildland fire prevention programs. Your town or town fire department can purchase additional supplies through the forestry department. Contact your District Fire Supervisor for price lists and ordering information.

A Smokey Bear costume is available for use during fire prevention activities. Guidelines for Smokey Bear costume use are found at [https://smokeybear.com/guidelines/Smokey Bear Guidelines-9-30-16.pdf](https://smokeybear.com/guidelines/Smokey_Bear_Guidelines-9-30-16.pdf).

FOREST FIRE LAWS

We encourage you to use local newspapers and radio stations to periodically advise the public on the current status of fire danger or the local procedures for obtaining burning permits. Your District Fire Supervisor can help you with preparing public information announcements.

Enclosed you will find detailed information on the Vermont Forest Fire Laws including Title 10, chapter 83, subchapters 4 and 7.

This section is provided for your general information. If you do not understand any part of the forest fire laws, contact your District Fire Supervisor.

Any changes and updates to this section will be provided to you by your District Fire Supervisor.

TITLE 10 V.S.A.
CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
FOREST FIRE LAWS

§2603. POWERS AND DUTIES: COMMISSIONER

(a) The Department shall be under the direction and supervision of a Commissioner appointed by the Secretary as provided in 3 V.S.A. § 2851. In addition to the duties and powers provided under this chapter, the Commissioner shall have the powers and duties specified in 3 V.S.A. § 2852 and such additional duties as may be assigned to the Commissioner by the Secretary under 3 V.S.A. § 2853. The Commissioner shall implement the policy and purposes specified in section 2601 of this title where appropriate and to the extent that resources of the Department permit.

(b) The Commissioner shall manage and plan for the use of publicly owned forests and park lands in order to implement the policy and purposes of this chapter, promote and protect the natural, productive and recreational values of such lands, and provide for multiple uses of the lands in the public interest. The Commissioner may sell forest products and other resources on public lands and shall administer the State park system and a community recreation program as is in the best interests of the State and is consistent with the purposes and policies of this chapter.

(c)(1) The Commissioner, subject to the direction and approval of the Secretary, shall adopt and publish rules in the name of the Agency for the use of State forests, or park lands, including reasonable fees or charges for the use of the lands, roads, camping sites, buildings, and other facilities and for the harvesting of timber or removal of minerals or other resources from such lands, notwithstanding 32 V.S.A. § 603.

(2) The Commissioner of Forests, Parks and Recreation shall be permitted to temporarily (not to exceed one season per project) adjust fees and charges at any area for the purpose of bona fide scientific research.

(3) Notwithstanding subdivision (1) of this subsection, the Commissioner of Forests, Parks and Recreation shall be permitted to develop State park services, promotional programs, and vacation or special event packages and adjust rates and fees for those services and packages to promote the park system or increase campground occupancy.

(4) Fees charged under this section shall be reported in accordance with 32 V.S.A. § 605.

(d) The Commissioner or designee shall be the State fire warden and may act as, and in place of, the fire warden of any municipality as provided under subchapter 4 of this chapter.

(e) The provisions of this section shall not be construed to allow the Commissioner to grant oil and gas leases.

(f) Associations of amateur radio operators licensed as such by the U.S. Federal Communications Commission shall not be required to pay a fee or other charge as provided by subsection (c) of this section, as a condition of either a lease or a sublease of State property executed under this title, for access to mountaintop electronic sites designated as such in conformance with policy of the Secretary of Natural Resources, except that each such association shall by January 1 annually pay a \$ 25.00 access fee and submit to the Commissioner at that time a list of the association's current membership.

(g) The Commissioner shall consult with and receive approval from the Commissioner of Buildings and General Services concerning proposed construction or renovation of individual projects involving capital improvements which are expected, either in phases or in total, to cost more than \$200,000.00. The Department of Environmental Conservation shall manage all contracts for engineering services for capital improvements made by the Department of Forests, Parks and Recreation.

(h) All interest accrued from bonds deposited in the Agency Fund and forfeited bonds in the Agency Fund for the Department of Forests, Parks and Recreation's timber management program may be transferred annually by the Commissioner, with the approval of the Commissioner of Finance and Management, to the Natural Resources Management Fund. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1981, No. 240 (Adj. Sess.), § 3, eff. April 28, 1982; 1991, No. 83; 1999, No. 49, § 157; 2001, No. 149 (Adj. Sess.), § 89, eff. June 27, 2002; 2009, No. 146 (Adj. Sess.), § B14; 2011, No. 63, § E.704.1; 2015, No. 23, § 99.)

TITLE 10 V.S.A. CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
SUBCHAPTER 4: FOREST FIRES & FIRE PREVENTION

§ 2641. Town forest fire wardens; appointment and removal

(a) Upon approval by the selectboard and acceptance by the appointee, the Commissioner shall appoint a town forest fire warden for a term of five years or until a successor is appointed. A town forest fire warden may be reappointed for successive five-year terms by the Commissioner or until a successor is approved by the selectboard and appointed by the Commissioner. The warden may be removed for cause at any time by the Commissioner with the approval of the selectboard. A warden shall comply with training requirements established by the Commissioner.

(b) The Commissioner may appoint a forest fire warden for an unorganized town or gore, who shall serve for a term of five years or until a successor is appointed. An appointed forest fire warden for an unorganized town or gore may be reappointed for successive five-year terms by the Commissioner until the Commissioner appoints and the unorganized town or gore approves a successor. The warden may be removed for cause at any time by the Commissioner with the approval of the unorganized town or gore. The forest fire warden of an unorganized town or gore shall have the same powers and duties as town forest fire wardens and shall be subject to the requirements of this subchapter.

(c) When there are woodlands within the limits of a city, the chief of the fire department of such city shall act as the city forest fire warden with all the powers and duties of town forest fire wardens.

(d) When the Commissioner deems it difficult in any municipality for one warden to take charge of protecting the entire municipality from forest fires, he or she may appoint one or more deputy forest fire wardens. Such wardens under the direction of the fire warden shall have the same powers, duties, and pay and make the same reports through the fire warden to the Commissioner as forest fire wardens.

(e) The Commissioner may appoint special forest fire wardens who shall hold office during the pleasure of the Commissioner. Such fire wardens shall have the same powers and duties throughout the State as town forest fire wardens, except that all expenses and charges incurred on account of their official acts shall be paid from the appropriations for the Department. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1987, No. 107, § 1; 2015, No. 171 (Adj. Sess.), § 11.)

§ 2642. Salary and compensation of town forest fire wardens

(a) The salary of a town forest fire warden shall be determined by the selectboard members for time spent in the performance of the duties of his or her office, which shall be paid by the town. In addition thereto, he or she shall receive from the Commissioner \$30.00 annually for fulfilling the requirements of section 2645 of this title and keeping the required State records. He or she shall also receive from the Commissioner \$30.00 per diem for attendance at each training required by the Commissioner. He or she shall also receive annually an amount of \$10.00 for each fire report that is submitted by the forest fire warden under section 2644 of this title.

(b) [Repealed.]

(c) [Repealed.] (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1983, No. 195 (Adj. Sess.), § 5(b); 2015, No. 171 (Adj. Sess.), § 11.)

TITLE 10 V.S.A. CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
SUBCHAPTER 4: FOREST FIRES & FIRE PREVENTION (CONT.)

§ 2643. Town's liability for suppression of forest fires; State aid

(a) A municipality in which a forest fire occurs shall pay the cost to suppress a forest fire that occurs on land that is not owned by the Agency of Natural Resources, including the costs of personnel and equipment. The Commissioner may, according to the Department fire suppression reimbursement policy, reimburse a municipality for all or a portion of the costs of suppressing a forest fire on land that is not owned by the Agency of Natural Resources.

(b) For the purpose of suppressing forest fires on lands owned by the Agency of Natural Resources, the State shall reimburse a town for all its forest fire suppression costs at a rate determined by the Commissioner according to the Department fire suppression reimbursement policy. If the total acreage of a forest fire is determined to be partially on land owned by the Agency of Natural Resources and partially on land owned by another party, the Commissioner shall, at a minimum, reimburse the town at a rate determined by the Commissioner according to the Department fire suppression reimbursement policy for costs incurred by the municipality on land owned by the Agency of Natural Resources.

(c) For any forest fire on lands owned by the Agency of Natural Resources to be considered eligible for reimbursement from the State, a town forest fire warden shall have reported the forest fire to the Commissioner within 14 days of extinguishment of the fire as required under section 2644 of this title. For reimbursement of fire suppression costs for forest fires on land owned by the Agency of Natural Resources, the town forest fire warden and the Commissioner or designee shall approve the costs before submission to the municipality for payment. The town forest fire warden may submit to the State on an annual basis a request for reimbursement of fire suppression costs on lands owned by the Agency of Natural Resources. The State shall reimburse a town for all applicable forest fire suppression costs when the reimbursement request is presented in a form approved by the Commissioner to the Commissioner by December 31 of each year. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 2015, No. 171 (Adj. Sess.), § 11.)

§ 2644. Duties and powers of fire warden

(a) When a forest fire or fire threatening a forest is discovered in his or her town, the town forest fire warden shall enter upon any premises and take measures for its prompt control, suppression, and extinguishment. The town forest fire warden may call upon any person for assistance. The town forest fire warden may choose to share or delegate command authority to a chief engineer of a responding fire department or, in the chief's absence, the highest ranking assistant firefighter present during the fire.

(b) A town forest fire warden shall keep a record of his or her acts, the number of fires and causes, the areas burned over, and the character and amount of damages done in the warden's jurisdiction. Within two weeks after the extinguishment of a fire, the town forest fire warden shall report the fire to the Commissioner, but the making of a report under this subsection shall not be a charge against the town.

(c) [Repealed.] (Added 1977, No. 253 (Adj. Sess.), § 1; amended 2015, No. 171 (Adj. Sess.), § 11.)

TITLE 10 V.S.A. CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
SUBCHAPTER 4: FOREST FIRES & FIRE PREVENTION (CONT.)

§ 2645. Open burning; permits

(a) Except as otherwise provided in this section, a person shall not kindle or authorize another person to kindle a fire in the open air for the purpose of burning natural wood, brush, weeds, or grass without first obtaining permission from the town forest fire warden or deputy forest fire warden, stating when and where such fire may be kindled. Wood, brush, weeds, or grass may not be burned if they have been altered in any way by surface applications or injection of paints, stains, preservatives, oils, glues, or pesticides. Whenever such permission is granted, the fire warden, within 12 hours, shall issue a written "Permit to Kindle" for record purposes stating when and where such fire may be kindled.

(b) [Repealed.]

(c) The provisions of this section will not apply to:

(1) the kindling of a fire in a location where there is snow surrounding the open burning site;

(2) fires built in stone arches, outdoor fireplaces, or existing fire rings at State recreational areas or fires built in stone arches, outdoor fireplaces, or fire rings on private property that are not located within woodland, timberland, or a field containing dry grass or other flammable plant material contiguous to woodland;

(3) the kindling of a fire in a location that is 200 feet or more from: any woodland, timberland, or field containing dry grass or other flammable plant material contiguous to woodland; or

(4) areas within cities maintaining a fire department.

(d)(1) As used in this section, "natural wood" means:

(A) trees, including logs, boles, trunks, branches, limbs, and stumps;

(B) lumber, including timber, logs, or wood slabs, especially when dressed for use; and

(C) pallets that are used for the shipment of various materials, so long as such pallets are not chemically treated with any preservative, paint, or oil.

(2) "Natural wood" shall not mean other wood products such as sawdust, plywood, particle board, or press board.

(e) Nothing in this section shall be construed to limit the authority of the air pollution control officer to prohibit open burning in accordance with the rules adopted under chapter 23 of this title. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 2015, No. 171 (Adj. Sess.), § 11.)

TITLE 10 V.S.A. CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
SUBCHAPTER 4: FOREST FIRES & FIRE PREVENTION (CONT.)

§ 2646. Proclamation by governor prohibiting kindling of fires: Closing of woodlands

(a) Whenever it appears to the governor that there is excessive danger of forest fires, he or she may prohibit by proclamation the kindling of a fire in or adjoining forest land or close any or all sections of woodland, or brushland, in any town for such time as the governor may designate, to all persons except the owner and his or her household, his or her tenants, servants or agents and persons in the public employment engaged in abating such fire-hazardous condition.

(b) Proclamations shall be published in such newspapers of the state and posted in such places and in such manner as the governor may order in writing. A copy of such publication and order, attested by the secretary of civil and military affairs, shall be filed with the secretary of state and a like copy shall be furnished to the commissioner who shall attend to the publication and posting thereof. The expenses of such publication and posting shall be paid by the department. Notice of removal of restrictions imposed by proclamation shall be in the same manner. (Added 1977, No. 253 (Adj. Sess.), § 1.)

§ 2647. Fires in woods of another; permission

No one shall build a fire in the woodlands of another without the permission of the owner, lessee, holder of right-of-way or his or her authorized agent between April 1 and November 1. A person who builds a fire in or adjoining any woods shall totally extinguish such fire before leaving it. (Added 1977, No. 253 (Adj. Sess.), § 1.)

§ 2648. Slash removal

(a) A person may cut or cause to be cut forest growth only if all slash adjoining the right-of-way of any public highway, or the boundary lines of woodlots owned by adjoining property owners, is treated as follows:

(1) All slash shall be removed for a distance of 50 feet from the right-of-way of any public highway or from the boundary lines of woodlots owned by adjoining property owners.

(2) All slash shall be removed for a distance of 100 feet from standing buildings on adjoining property.

(b) [Repealed.]

(c) If in the opinion of the town forest fire warden there is no fire hazard as a result of a cutting, the warden may issue, upon request, a statement relieving the operator of the conditions required in this section. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1987, No. 107, § 2; 2015, No. 171 (Adj. Sess.), § 11.)

TITLE 10 V.S.A. CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
SUBCHAPTER 7: UNIFORM FIRE PREVENTION TICKET

§ 2671. Jurisdiction

The criminal division of the superior court shall have exclusive jurisdiction over uniform fire prevention tickets issued under this subchapter. (Added 1987, No. 107, § 3; amended 2009, No. 154 (Adj. Sess.), § 238.)

§ 2672. Complaint or information and summons

(a) In any case involving a violation of subsection 2645(a) or 2648(a) of this title, the complaint or information and summons shall be in the form known as the Uniform Fire Prevention Ticket. The court administrator shall prepare the form for the uniform fire prevention ticket. The court administrator shall be responsible for all uniform fire prevention tickets issued to fire wardens, and shall prepare or cause to be prepared records and reports relating to uniform fire prevention tickets. Any fire warden may void any uniform fire prevention ticket by so marking the ticket and returning it to the court administrator. A prosecuting attorney may issue, amend or dismiss a fire prevention complaint.

(b) The uniform fire prevention ticket shall consist of four parts:

(1) the complaint or information, which shall include spaces for the signatures of the fire warden or other issuing officer, prosecuting attorney and judge or clerk;

(2) the fire warden's or issuing officer's record, which shall be a copy of the complaint or information;

(3) the prosecutor's record, which shall be a copy of the complaint or information; and

(4) the summons, which shall include a copy of the complaint or information, a waiver, and an explanation of rights.

(c) The reverse sides of the sheets shall be as set out in the form, with additions or deletions as are necessary to adapt the uniform fire prevention complaint to the court involved.

(d) The ticket shall contain the following two paragraphs which shall be prominently printed in bold-faced type:

(1) Failure to comply with the instructions on this ticket will result in a fine of up to \$25.00 for each day of noncompliance.

(2) If you admit you have committed a fire prevention offense or are judged to have committed the offense you may be subject to a fine of up to \$25.00 for each day of noncompliance.

(e) The uniform fire prevention ticket form shall be used in all cases involving violations of subsection 2645(a) or 2648(a) of this title, whether the case is prosecuted or the complaint issued by a fire warden or by any other person, or upon information or complaint issued by the state's attorney or other prosecuting officer. (Added 1987, No. 107, § 3.)

TITLE 10 V.S.A. CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION
SUBCHAPTER 7: UNIFORM FIRE PREVENTION TICKET (CONT.)

§ 2673. Procedure on failure to appear; notice; rules

If a defendant fails to appear or answer a fire prevention ticket or summons served upon the defendant and upon which a complaint has been filed, the court shall mail a notice to the defendant at the address stated in the complaint notifying the defendant that failure to appear will result in a fine. The notice shall be in the form prescribed by the court administrator, and a copy of the notice shall be sent to the town fire warden together with a copy of the complaint. (Added 1987, No. 107, § 3.)

§ 2674. Answer to uniform fire prevention ticket

(a) A person who is charged with committing a fire prevention offense may waive appearance and trial and plead guilty or nolo contendere or not guilty by a signed statement. The person shall submit a fine in an amount as established by the court with the signed statement. The court shall accept the signed statement accompanied by the fine assessed as a plea of guilty or nolo contendere as indicated on the signed statement and shall proceed accordingly.

(b) Fines shall be paid to, receipted by and accounted for by the clerk as required by court rules. Any fire warden or issuing officer who issues a complaint shall advise the defendant of the fines.

(c) If a defendant fails to answer or appear as directed on the fire prevention ticket or by the criminal division of the superior court judge, or fails to pay the fine imposed after judgment, the court may issue an appropriate order. (Added 1987, No. 107, § 3; amended 2009, No. 154 (Adj. Sess.), § 238.)

§ 2675. Penalties

A person who commits a violation under subsection 2645(a) or 2648(a) of this title shall be subject to a fine of not more than \$75.00 per violation. In the case of a violation which continues after the issuance of a fire prevention complaint, each day's continuance may be deemed a separate violation. (Added 1987, No. 107, § 3; amended 2011, No. 155 (Adj. Sess.), § 1.)

§ 2676. Supreme court rules

The supreme court is empowered to prescribe and amend rules governing this subchapter in accordance with 12 V.S.A. § 1. (Added 1987, No. 107, § 3.)

EXAMPLE OF A VERMONT FIRE PREVENTION TICKET

Form No. 463 Rev. 7/15 SML		VERMONT FIRE PREVENTION TICKET		A 015751	
COURT ADDRESS		Criminal Division of Vermont		Circuit (County)	
Mailing Address					
By the authority of the State of Vermont, the undersigned says:					
Last Name (PLEASE PRINT)		First		Middle	
Street					
Town, City		State	Zip Code	Tel. No. (for court use)	
Age	DOB	Place of Birth		Sex	Height
Weight					
Representing: <input type="checkbox"/> Self <input type="checkbox"/> Employer/Co.		Employer/Co.			
On	Day of Week	Date		Time	
At	Location				
In	Town				
committed the following offense (describe the offense):					
IN VIOLATION OF		State Statute Citation 10 V.S.A. <input type="checkbox"/> § 2645 (a) (Permit) <input type="checkbox"/> § 2648 (a) (Slash)		against the peace and dignity of the State.	Waiver Fine & Surcharge \$
Officer's Title		Phone No.	Town/Dept.		
I further state that I have just and reasonable grounds to believe that the person named above committed this offense.			Warden's Signature		
I have received a copy of this ticket and understand that failure to answer it may result in the court finding me in contempt.			Defendant's Signature		
I have reviewed this ticket and have forwarded it to the State's Attorney for prosecution.					
Date:		Supervisor's Signature			
FOR PROSECUTOR'S USE ONLY					
<input type="checkbox"/> I hereby enter and prosecute <input type="checkbox"/> I hereby dismiss the above complaint.					
<input type="checkbox"/> I amend the charge to		Amended Charge	Amended Fine & Surcharge		
Date		Prosecutor's Signature			
FOR COURT USE ONLY					
COURT'S COPY					
I certify that the information on this ticket is a true abstract of the court record in this case.		Signature of Clerk			

☑ KEY POINTS REGARDING THE FIRE PREVENTION TICKET

In 1987 the Vermont Legislature created the ***Vermont Fire Prevention Ticket*** under V.S.A. Title 10 § 2676. This provision in the forest fire laws allows town forest fire wardens to issue a Fire Prevention Ticket for any violations of the “permission to burn” or “slash control” clauses.

The Uniform Fire Prevention Ticket User Guide has been developed on how to use the tickets. Review this guide often, especially before spring fire season or before issuing a Vermont Fire Prevention Ticket.

Important **key points** to remember about the Vermont Fire Prevention Ticket are:

1. You as Warden or Deputy Warden are the only person(s) authorized to use these tickets. No one else will or may issue a ticket for you.
2. You as Warden or Deputy Warden are responsible for the proper care of these ticket books while they are in your possession.
3. If you issue a ticket, your enforcement action will result in the violator entering a plea that could involve court action with possible prosecution and a fine. If a violator challenges your ticket, you will have to appear in court to testify.
4. The Fire Prevention Ticket is a Criminal Court ticket, not a civil or judicial ticket.
5. You may only enforce the “permission to burn” and “slash control” provisions of the forest fire laws.
6. Any Warden or Deputy Warden may issue a WARNING in lieu of a ticket on any violation.
7. Be sure to complete the ticket log card as you issue tickets and remember to send in the card when your tickets are all used up. The cards are pre-addressed and only require a stamp. A new book will be issued to you when the card is received. You may only possess one ticket book at a time.
8. There are two styles of envelopes that accompany the ticket books. One style is for you to send copies to the District Forests, Parks & Recreation office and the other is a court envelope for the violator. DO NOT confuse the two envelopes or serious delays may occur.
9. If you have any questions or problems concerning the use of a Fire Prevention Ticket, call your District Fire Supervisor immediately.

☑ KEY POINTS REGARDING BURN PERMITS

“Permits to Kindle Fire(s)” (Title 10 V.S.A. Chapter 83, § 2645(a))

Town forest fire wardens are responsible for the issuance of burn permits in their town. The warden may delegate some of this responsibility to Key Persons (see page 17) as long as steps are taken to assure proper review of requests to burn.

Permission to burn is granted only if the town fire warden deems it is safe to do so. During periods that local or statewide bans on issuing permits are in effect, no permits may be granted. It is recommended to restrict or prohibit burning during times of high forest fire danger. See forest fire danger rating section (page 23).

A “Permit to Kindle Fire” from a town forest fire warden does not substitute for an air quality open air burning permit. When any air quality permit is issued, a permit from the town fire warden will be a condition of that permission. Review the air pollution section of this handbook for more details.

Permission to burn from a town fire warden may be in written or verbal form. If verbal permission is used, a written permit must be completed for record keeping purposes within 12 hours after the verbal permission was given. It is recommended that fire wardens opt to give permission by written permit as this will avoid misunderstandings on your instructions to the permittee, but remember verbal permission is better than burning without any permission. If enforcement action involving a person having received permission to burn from you, as fire warden, then a written copy of a permit will better support and justify your actions. If a large amount of burning in one location is being requested, or if you have questions or concerns, you should visit the site before issuing the permit. You can then set specific conditions to avoid escape risk or related problems.

Issue permits for specific days and places to avoid problems. Do not exceed two or three days for a standing permit. You as warden may set specific written conditions of the permission to burn. If written on the permit, they become part of the permit and are enforceable. If an individual violates the conditions of burn permits, especially if the violations are habitual, you may choose to refuse issuing any future permits to him/her. If you feel the violation is serious enough, you may issue a fire prevention ticket.

It is important you maintain copies of all the permits you have issued during the year. During the annual review process, your District Fire Supervisor will need to know the number of burn permits issued in your town for the current year, including permits issued by Key Persons.

Be sure to complete all the information required on the burn permit and review the conditions printed on the backside with the permittee. Write the telephone number of the town fire department where indicated on the permit and be sure to have the permittee sign it as well as you signing it. Advise the permittee that all the conditions of the “Permit to Kindle Fire” must be followed and failure to do so will render the burn permit invalid and their fire will be an unpermitted burn.

Whether a warning or a fire prevention ticket is issued on a permit violation, you have the authority to have the fire extinguished. If the violator cannot or will not extinguish the fire, you may summon the fire department to do this. If you wish to recover suppression costs from the violator, the town must pursue this through civil action.

If you have any questions about how and when to issue burn permits or need additional permit books, contact your District Fire Supervisor.

Brush Fires

A permit from the Town Forest Fire Warden is required for burning wood, brush, weeds, or grass, if within 200 feet of woodland or fields containing dry grass or other inflammable plant material adjoining woodland, except when there is snow on the site.

A warden may refuse to issue a permit if in their judgment the weather or the site conditions create a dangerous situation.

Campfires

A person is not required to have a permit for a campfire (any fire for cooking or warming) on their own land.

Provisions Applying to ALL Fires at ALL Times

Fires kindled for the purpose of burning brush or for other lawful purposes shall be kindled only at such times and under such conditions as will enable the parties starting them to keep them entirely under control and not create a public nuisance or hazard. **Fires must be attended at all times.**

A person who builds a fire in or adjoining any woods shall totally extinguish such fire before leaving it.

See the section on [Forest Fire Laws](#) for additional information on permission to kindle fires.

EXAMPLE OF A PERMIT TO KINDLE FIRE (A.K.A. BURN PERMIT)

FRONT

STATE OF VERMONT
Department of Forests, Parks and Recreation
PERMIT TO KINDLE FIRE

Permit No. Date Issued 20

Permission is hereby granted to
to kindle a fire in accordance with Vermont State Forest Fire Laws (10 V.S.A. Chapter 83, Section 2645)
at
in the town of on date(s) 20

Special Written Conditions (if required by Warden)

.
.
.

I, the undersigned permittee, understand the law and my responsibility under this permit.

. Permittee's Signature Warden's Signature

READ CONDITIONS ON REVERSE SIDE OF THIS PERMIT BEFORE BURNING

BACK

This Permit is granted under the following conditions:

<ol style="list-style-type: none"> 1. This permit is valid for place and time stated. 2. This permit in no way relieves the person to whom it is granted from any liability related to the fire or any damages it might cause. 3. The person setting the fire must at all times have sufficient help and tools present to control the fire. 4. Only natural wood material may be burned under this permit. Other materials burned require an Air Pollution permit as well as this permit. 5. The fire must not be left until it is entirely extinguished. 	<ol style="list-style-type: none"> 6. Restricted materials cannot be used to ignite natural wood materials. 7. Any special conditions written on this permit are to be considered as part of "conditions to burn". 8. If any permit condition is not followed, then the permit is immediately invalid and you will be burning illegally. 9. Violation of the conditions of this permit may result in the permittee receiving a "Vermont Fire Prevention Ticket" which will result in court action and a fine for each day of violation. 10. If you do not understand the law or have further questions, contact your local forest fire warden before you burn. This permit may be cancelled for cause at any time.
--	---

IMPORTANT

If your fire escapes!

Call: _____ Warden's Telephone Number _____

The burn permit automatically makes a press-through copy as you fill it out. A stub does not need to be completed and only one set of signatures is necessary. Retain all permit copies for your records.

The front of the permit has a place for you as warden to write in special instructions for the permittee. Once they are written, they become part of the permit conditions. In addition to this list, there is a place for you to write in the fire department telephone number as well as your own.

Remember: Insert page divider when writing a permit.

CAMPING AND CAMPFIRES

As a Town Forest Fire Warden or Deputy Fire Warden, your responsibility for issuing “Permits to Kindle Fire” is limited to fires whose intent is debris removal by burning. The debris to be burned must comply with the definition of Natural Wood found in § 2645 (d) (1). Campfires used for cooking or warming do not require a burn permit. Your judgement and common sense will be the best means to determine whether an open burn should have a “Permit to Kindle Fire.”

On State Owned Land

The Agency of Natural Resources has the following policy in regard to camping and campfires:

Camping is allowed at developed areas (excluded are areas such as beaches, boat launch sites, picnic areas, and roadside turnouts). In developed areas fires shall be built only in fireplaces or charcoal grills provided on the site.

On Green Mountain National Forest Land

Camping is permitted on Green Mountain National Forest land. Campers are encouraged to use designated sites where proper facilities have been provided. Campfires should be built in facilities when provided. In locations where fire facilities do not exist, fires must be built in a safe location where they will not escape. A person starting a campfire is responsible for preventing its escape. It is a **violation of federal regulations** to leave a campfire without completely extinguishing it.

On All Private Land

The actual enforcement of these laws is a matter for the State Police or local law enforcement officers.

It is our understanding that a person must receive a warning before any action can be taken under general trespass laws. The posting of rules and regulations is considered warning.

PRESCRIBED FIRES

Fires can be used very effectively as a tool to manage wildlife habitat, forest stands, maintain open areas, and reduce fuel hazard conditions. Fire used as a tool under controlled conditions is called prescribed fire.

Prescribed fire can only be used effectively and safely by trained professionals. There are many factors that must be considered, analyzed, and evaluated before a burn can be successfully executed. Most prescribed burns are conducted by federal or state forestry personnel or trained private consultants. A burning permit must be obtained prior to any prescribed fires being done in your town.

In most cases a written prescribed fire burn plan will be reviewed with you prior to obtaining a burning permit. The U.S. Forest Service is the exception; they do not need a permit but should let you know of their intent. This would be a good opportunity to discuss how the burn is to be conducted, how the fire will be controlled and extinguished, and who will be in charge. If you have any questions about prescribed fire, contact your District Fire Supervisor.

AIR POLLUTION CONTROL REGULATIONS

AGENCY OF NATURAL RESOURCES MONTPELIER, VERMONT

ENVIRONMENTAL PROTECTION REGULATIONS CHAPTER 5 AIR POLLUTION CONTROL

Subchapter I. Definitions

- 5-101(41)** **Forest Land Area** means at least 25 acres of land that is at least 10% stocked with trees of any size.
- 5-101(48)** **Garbage:** waste resulting from distribution, preparation and serving of food.
- 5-101(76)** **Natural Wood:** for the purposes of these regulations, *natural wood* means trees, including logs, boles, trunks, branches, limbs, and stumps, lumber including timber, logs or slabs, especially when dressed for use. This definition shall also include pallets which are used for the shipment of various materials so long as such pallets are not chemically treated with any preservative, paint, or oil. This definition shall not extend to other wood products such as sawdust, plywood, particle board and press board.
- 5-101(80)** **Open Burning:** the burning of any type of combustible material in the open where the products of combustion are emitted directly into the *ambient air* space without passing through a *stack*, chimney, or other enclosure. Burning shall include ignition, permitting or causing ignition and suffering, allowing or maintaining burning.

Subchapter II. Prohibitions

5-201 OPEN BURNING PROHIBITED

1. No *person* shall engage in any *open burning* except in conformity with the provisions of Section 5-201, 5-202, and 5-203.
2. No *person* shall cause, suffer, allow or permit the *open burning of garbage*, tires, rubber, plastic, *waste oil*, asphalt materials, materials containing asbestos, or pressure treated wood, except as may be allowed under subsections (3) and (7) of Section 5-202.

5-202 PERMISSIBLE OPEN BURNING

When not prohibited by local ordinances or officials having jurisdiction such as local, state or federal fire wardens or other fire prevention officials, the following types of burning are permissible, provided no public or private nuisance is created.

Source: VT ANR DEC Air Pollution Control
http://dec.vermont.gov/sites/dec/files/aqc/laws-regs/documents/AQCD%20Regulations%20FINAL%20misc%20amendments%20ADOPTED_clean.pdf

AIR POLLUTION CONTROL REGULATIONS (CONT.)

1. *Natural wood* fires in conjunction with holiday and festive celebrations.
2. Campfires, outdoor grills, and fireplaces for recreation or preparing of food.
3. Burning of solid or liquid *fuels* or structures for the purpose of bona fide instruction and training of municipal, volunteer, and industrial firefighters in the methods of fighting fires when conducted under the direct control and supervision of qualified instructors. Said firefighters shall be residents of the State of Vermont or affiliated with the mutual aid systems within the State of Vermont. Notification by the fire training officer or the fire chief of the training exercise shall be made to the *Air Pollution Control Officer* on prescribed forms at least 14 days prior to the exercise.
4. Burning in *forest land areas* of brush, tree cuttings and slash when the cuttings accrue from logging or site clearing operations.
5. Burning for the purpose of weed abatement; disease, forest fire and pest prevention or control; and for the purpose of agricultural, forestry or wildlife habitat management.
6. On-premise burning of leaves, brush, deadwood, or tree cuttings accrued from normal property maintenance by the owner, his or her agent, or lessee thereof.
7. *Open burning*, as follows, if prior approval in writing is obtained from the *Air Pollution Control Officer*. Approvals granted under this subsection shall be subject to such reasonable conditions as are necessary to avoid a nuisance or to protect the health, safety or comfort of the public. The requirement for approval in writing may be waived by the *Air Pollution Control Officer* and oral approval may be granted instead when, in his or her judgment, the impacts of the burning will be insignificant.
 - a. Burning in remote areas, of highly explosive or other dangerous, or unusual materials for which there is no other feasible method of disposal.
 - b. Burning in remote areas of *natural wood* resulting from the construction or demolition of buildings and other structures originating from within the State.
 - c. Fires to thwart a hazard which cannot properly be managed by any other means or that are necessary for the protection of public health.
 - d. Burning of other combustible materials for which there is no other feasible method of disposal.
8. Burning of *natural wood* in an area designated by the selectmen or city council, with the permission of the selectmen or city council of that municipality and the fire warden in that jurisdiction, and in conformance with the procedures outlined in Section 5-203 of these regulations.

5-203 PROCEDURES FOR LOCAL AUTHORITIES TO BURN NATURAL WOOD

The legislative branch of a municipality (selectmen or city council) may authorize the burning of *natural wood* and chemically untreated wood at a place within the municipality. The burning of such wood shall be conducted under the direction of and at such times as the fire warden for that municipality determines. If the selectmen or city council intends to exercise this option to burn *natural wood*, the selectmen or city council shall notify the *Secretary* of the location of the site to be utilized for the public disposal of *natural wood* by *open burning*. Prior to burning of any material at this site, the *Secretary* shall certify in writing that this site is the one place within the municipality that will be used for the *open burning* of *natural wood*.

AIR POLLUTION CONTROL REGULATIONS

CHECKLIST FOR TOWN FOREST FIRE WARDENS

Based on Sections 5-201, 202 and 203 of the Vermont Air Pollution Control Regulations page 52-53

A. BURNING PROHIBITED

Except for emergencies or health reasons, an air pollution permit will never be issued for the open burning of:

- tires/inner tubes
- pressure treated wood
- plywood
- waste oil or solvents
- garbage
- asphalt shingles or tar paper
- asbestos
- plastic or rubber coated wire
- toxic materials (for example, urethane foam)
- old cars or car parts
- plastic, rubber or other synthetic materials

You should not issue a permit for burning these materials, including using them to ignite a fire.

B. AIR POLLUTION PERMIT REQUIRED

An air pollution permit is required if the material to be burned includes any of the following:

- material to be burned at a dump or landfill (stumps or brush, for example)
- construction or demolition debris (the shell of an old barn, for example)
- waste from an industry (includes bark, sawdust or pallets)
- explosive or dangerous materials

If you issue a permit to kindle fire in these cases, please advise the burner to contact air pollution control for a permit before burning. A note to contact air pollution control before burning written on your permit to kindle a fire would be appropriate.

For More Information: If you have questions or problems with burn permits, contact the

Air Pollution Control Division at **802-828-1288**

Or visit their website at <http://dec.vermont.gov/air-quality/compliance>

AIR POLLUTION CONTROL REGULATIONS

CHECKLIST FOR TOWN FOREST FIRE WARDENS (CONT.)

C. NO AIR POLLUTION PERMIT REQUIRED

Other kinds of open burning may be done without an air pollution permit. The burner must still be careful not to cause a nuisance to neighbors and to obey local ordinances. These include:

- Fire training drills (see below).
- Burning on-site for weed abatement; disease, forest fire and pest prevention; and agricultural, forest or wildlife habitat management.
- Normal property clean-up: leaves, brush, deadwood or tree cuttings from normal property clean-up may be burned on site.
- Brush, cuttings and slash from logging or site clearing operations may be burned in forest land areas.
- Campfires, outdoor grills or outdoor fireplaces.
- Natural wood fires on festive occasions (for example, a homecoming bonfire).

D. FIRE TRAINING EXCEPTION

Fire training drills do not need an air pollution permit, provided:

- The drill is for purposes of training municipal, volunteer or industrial firefighters.
- The drill is under direct supervision of a qualified instructor. (A qualified instructor is an instructor from the Vermont State Firefighters Association or qualified member of the local department, such as the fire training officer.)
- The firefighters are Vermont residents or part of Vermont mutual aid system.
- Fourteen days prior written notice is given to the Air Pollution Control office (forms are provided - see attached example).
- No nuisance is caused for neighbors.

E. NATURAL WOOD BURNING EXCEPTION

Burning of natural, untreated wood may be done by a town **without** an air pollution permit for each burn, provided:

1. Burning is done at one place in a municipality approved by the Air Pollution Control Office.
2. Burning is approved by the Selectmen (or City Council) and fire warden.
3. Site is open to the public.
4. Only **natural, untreated wood** is burned. Natural wood does **not** include plywood, particle/chip board, sawdust, pressure treated lumber etc.

Per State law, this natural wood burning must be done **under the direction of the local fire warden**, whether or not a permit to kindle fire is needed.

ADDITIONAL INFORMATION CONCERNING AIR POLLUTION CONTROL REGULATIONS

HANDLING NUISANCES CAUSED BY OPEN BURNING

A nuisance complaint can be dealt with by the person complaining or by you, the fire warden, in the following ways:

1. By informing the burner about the complaint directly and reasoning with them to get them to voluntarily quit burning or causing a nuisance.
2. By referring the complaint to the local health officer and/or the town selectmen who have the legal authority to stop nuisances.
3. By calling the air pollution office and reporting the complaint. We can consider a burn a nuisance only if a person from the air pollution office visits the site during the burning and confirms that the smoke and/or odors are actually causing a nuisance. This can be difficult, especially when the site is far from Montpelier. Any help you can give to resolve problems locally will be greatly appreciated.

DEALING WITH OPEN BURNING VIOLATIONS OF THE AIR POLLUTION CONTROL REGULATIONS

No doubt all fire wardens see and deal with violations of the air pollution control regulations. The vast majority of these violations probably result from the violator's lack of knowledge about the regulations. In general, merely informing the person of the violation is enough and they will agree to stop. In a situation where a person refuses to comply or if they have committed a serious violation such as burning a large number of tires, large amounts of garbage or coated wire, etc., please call and report the incident to the regional ANR office, DEC Enforcement Division or the air pollution office for investigation. Any businesses open burning wastes should also be reported. These may range from retailers burning cardboard wastes to trash haulers collecting and burning household rubbish.

If Air Pollution Control or DEC Enforcement Division receive a report that someone has open burned illegal materials, they may deal with the situation in a variety of ways, depending upon the types and amounts of materials involved. They may take any of the following actions:

1. Call the local fire warden to ask for more details if available or to ask for assistance in investigating the alleged violation.
2. Visit the site to verify and document the violation.
3. Refer the complaint to the local solid waste management district if appropriate.

If they personally verify that a violation occurred, they may:

1. Send a warning letter (generally for first offenses).
2. Issue a Notice of Alleged Violation.
3. Issue an Agency enforcement order for serious violations or for repeated violations. Order may involve the payment of penalties.
4. Refer the situation to the State's Attorney or the Attorney General for prosecution.

Copies of any warning letters, notices of violations or orders are generally sent to the local fire warden.

ADDITIONAL INFORMATION CONCERNING AIR POLLUTION CONTROL REGULATIONS (CONT.)

OBTAINING AN AIR POLLUTION PERMIT

If you feel that a person needs an air pollution permit as described in the “check list”, have the person call the air pollution office. They may then call you to verify the details described by the person wanting to burn and then issue a permit within a few days based on the information they receive. If the situation appears questionable (e.g., fire warden says the pile of material to be burned contains mattresses which the person won’t remove), they may conduct a site visit. Any permit or other correspondence sent to the permittee is copied to the local fire warden. A condition in every permit requires the permission of the fire warden before burning so you have the final word as to when the burning may occur if at all.

MUNICIPALITIES WITH ACT 244 CERTIFICATION

Approved Natural Wood Burning Sites

	Date of Approval		Date of Approval
Alburg	12 Dec 1973	Isle LaMotte	25 May 1982
Barton	2 Oct 1973	Jamaica	7 June 1990
Belvidere	24 Aug 1973	Johnson	6 Sep 1988
Bennington	24 Jul 1978	Lincoln	6 Jan 1981
Bethel/Royalton	12 Dec 1972	Londonderry	20 Aug 1974
Brandon	20 Jun 1978	Manchester	30 June 1999
Brattleboro	8 May 1973	Morgan	10 Apr 1973
Bridgewater	6 Sep 1978	Mount Holly	4 Oct 1978
Bridport	15 Feb 1974	North Hero	18 Jul 1973
Brighton	15 Oct 1973	Peacham	3 Jan 1984
Bristol	11 Jul 1975	Pittsford	19 Sep 1984
		Poultney	7 Jan 1974
Castleton	2 May 1973	Pownal	8 Feb 1983
Cavendish	12 Nov 1973	Proctor	12 Apr 1973
Charlotte	20 Jun 1974	Rutland Town	11 Jul 1979
Chelsea	24 Apr 1973	Salisbury	2 Sep 1975
Chittenden	25 Jun 1981	Shaftsbury	7 Nov 1974
Concord	19 Jul 1979	Shrewsbury	7 Jan 1974
Danville	5 Sep 1973	South Hero	10 Sep 1974
Dover	10 Aug 1984	Stowe	9 Sep 1974
Eden	1 Oct 1982	Thetford	6 Feb 1975
Essex Town	6 Jan 1981	Vernon	19 Oct 1973
Fair Haven	30 Aug 1983	Underhill	12 Sep 1986
Fairlee	7 Oct 1974	Weathersfield	27 Sep 1973
Grand Isle	16 Jun 1980	Westmore	17 Nov 1992
Groton	26 Apr 1974	Whitingham	19 Oct 1983
Hancock	24 Apr 1973	Williston	22 Jul 1980
Hinesburg	21 May 1973	Wolcott	23 Apr 1973

FIRE TRAINING NOTIFICATION FORM

SEND COMPLETED FORM TO:

Department of Environmental Conservation
Air Quality and Climate Division
Davis Building – 2nd Floor
One National Life Drive
Montpelier, VT 05620-3802 Telephone: (802) 338-2047
email: brian.monroe@vermont.gov

THIS NOTIFICATION MUST BE SUBMITTED AT LEAST 14 DAYS PRIOR TO THE TRAINING. PLEASE NOTIFY ALL NEIGHBORS WITHIN HALF A MILE OF THE PROPOSED TRAINING AT THE TIME OF THIS NOTICE. **PROPER PROCEDURES FOR DEMOLITION NOTIFICATION AND ASBESTOS IDENTIFICATION/REMOVAL MUST BE FOLLOWED – CALL (802) 863-7382 OR EMAIL CHRISTOPHER.KINNICK@VERMONT.GOV.**

In compliance with Section 5-202(3) of the Air Pollution Control Regulations, you are advised of the following planned fire training drill.

DATE(S) _____ APPROX. TIME _____ to _____

ADDRESS OF PROPOSED TRAINING: _____

PROPERTY OWNER: _____ PHONE: _____ EMAIL: _____

DEMOLITION NOTIFICATION SUBMITTED? _____

PARTICIPATING FIRE DEPARTMENTS _____

TYPE OF FIRE: GIVE DETAILS--SIZE OF STRUCTURES, AMOUNT OF COMBUSTIBLE MATERIAL, ETC.

IMPORTANT NOTES

Asphalt materials, vinyl, rubber, plastic, materials containing asbestos, pressure treated wood, carpeting, linoleum, and other synthetic materials, siding or trim coated with lead paint and any mercury containing fluorescent bulbs, thermostats and switches **must be removed** to the greatest extent possible from any structure to be burned to reduce the generation of toxic air pollutants and heavy smoke.

Unless entirely natural wood, only standing structures suitable for SCBA and entry training may be used for fire trainings. Demolished and/or burnt structures must be disposed of at a certified solid waste disposal facility.

Ash and other residues from the training must be disposed of properly as solid waste. Please have the person responsible for disposal contact the Solid Waste Management Program (802-828-1138) or local solid waste management district about proper disposal.

QUALIFIED INSTRUCTOR(S) IN CHARGE: _____

PHONE: _____ EMAIL: _____

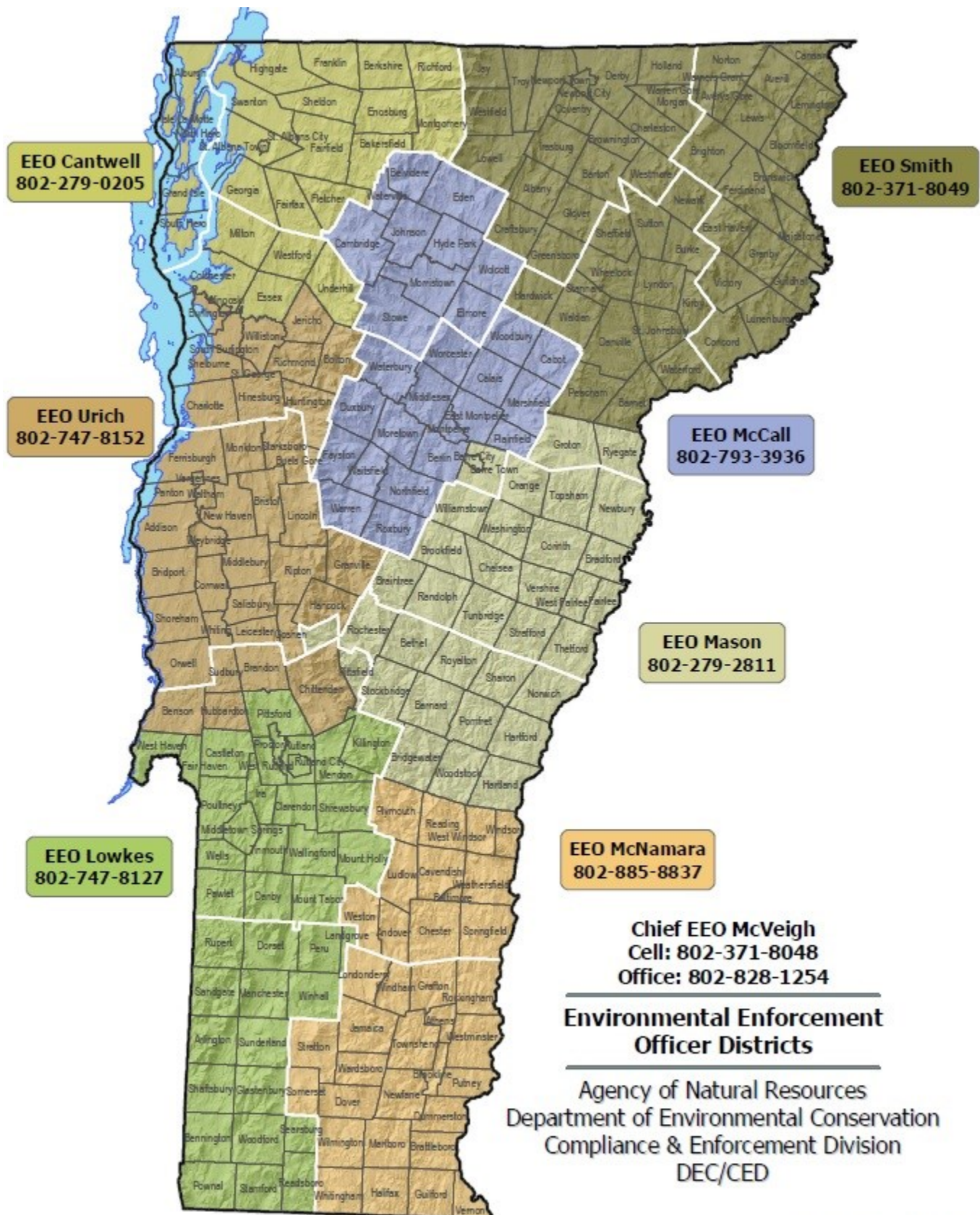
I have read the information in this form and believe the proposed training is a "bona fide" fire training exercise. I will comply with the air pollution control requirements described above.

SIGNATURE _____ TITLE: _____ DATE: _____

THIS NOTIFICATION DOES NOT WAIVE THE REQUIREMENT FOR A LOCAL BURNING PERMIT. PLEASE CHECK WITH YOUR TOWN FIRE WARDEN BEFORE YOUR TRAINING SESSION.

STATE OF VERMONT

ENVIRONMENTAL ENFORCEMENT DISTRICTS



Update date: 9/1/2016

FIREWORKS AND SPARKLERS

In Vermont all fireworks (not including sparklers and other novelty smoke devices) are illegal except for permitted, supervised public fireworks displays. Fireworks are dangerous and unpredictable, especially in the hands of amateurs. All too often fireworks result in serious burns, hearing loss and other injuries due to misuse. Public fireworks displays conducted by trained professionals and supervised by local fire departments are a good alternative to personal fireworks use. These displays are the smartest and safest way to enjoy fireworks.

A permit for display is required by the local chief of police and fire departments of the municipality in which the display is to be held. The use, possession, sale and distribution of fireworks is legal only after the permit is granted. Applications for a permit must be made at least 15 days in advance of the fireworks display.

Sparklers less than 14 inches long with no more than 20 grams of pyrotechnic mixture and novelty sparkling items limited to snakes, party poppers, glow worms, smoke devices, string poppers, snap-pers, or drop pops with no more than 0.25 grains of explosive mixture, that are in compliance with United States Consumer Product Safety Commission regulations, are legal for sale and use in Vermont. However, even sparklers and smoke devices can be harmful if not used properly always make sure that everyone uses sparklers in a safe and responsible manner.

Laws, Rules, and Requirements

[Vermont Sparklers and Fireworks Law Title 20 chapter 177 § 3061- 3136.](#)

Information and Resources

[Public Fireworks Display Checklist](#)

[Sample Municipal Fireworks Display Permit](#)

For additional information: Contact the Department of Public Safety, Division of Fire Safety, by phone: 802-479-7561 or 1-800-640-2106 or online at <http://firesafety.vermont.gov/pubed/media/sparklers>

APPENDIX

Appendix 1: Online Fire Reporting System User's Guide

Appendix 2: Forms

- Fire Report
- Notification Poster
- Application for Fire Cost Reimbursement
- Wildland Fire Suppression Expense Form
- Wildfire Protection Equipment and Supplies Order Form
- Fire Training Notification Form
- Resignation Form