

The Municipality of South Thomaston, Maine



Emergency Operations Plan

South Thomaston Office of Emergency Management

South Thomaston, ME, 04858

Approved September 9, 2008

Revised November 2021

TABLE OF CONTENTS

Section	Page
Table of Contents	
Distribution	
Emergency Proclamation & Emergency Powers	1
Town of South Thomaston EMA Ordinance	2-6
BASIC PLAN	7-11
FUNCTIONAL ANNEXES	
A - Direction and Control	12-19
STATE of MAINE LOCAL EMERGENCY / DISASTER SITUATION REPORT	20-21
B - Communications	
C – Warning	22-23
D - Public Information	24-25
E – Evacuation	26-27
F - Mass Care	28-29
G - Public Health & Medical G1- Disease & Epidemic	30-33
H – Resource Management/Vol/Donation Mgt/Vol Form/St. Assist Form	34-41
I – Damage Assessment /MEMA Form 7/ Instructions/Damage Assess Checklist	42-47
HAZARD ATTACHMENTS	
1 – Severe Winter Storms	48
2 – Forest Fires	49
3 – Flooding/ Residences in Flood Plain	50-51
4 – Hazardous Materials	52-53
5 – Hostile Incident at School	54
6 – Prolonged Power Outage	55
7- Hurricane Inundation Areas	56
MAP A, Map B, Map C, Map D, Map E	57-61
7A- Hurricane Evacuation Areas	62
MAP1, Map 2, Map 3, Map 4, Map 5	63-67
APPENDIX	68
DISTRIBUTION	
• Knox County Emergency Management Agency	
• South Thomaston Emergency Management Agency	
• South Thomaston Emergency Medical Services Department Town Office Records	
• South Thomaston Fire Department	
• South Thomaston Select Board Members	
• South Thomaston Town Office Records	

EMERGENCY PROCLAMATION and EMERGENCY POWERS

The South Thomaston Select board shall have the power and authority to issue a proclamation that an emergency exists under the conditions specified in Title 37-B M.R.S.A. sec. 742. The proclamation may declare the fact that an emergency exists in any or all sections of the municipality. A copy of such a proclamation shall be filed within twenty-four (24) hours with the Town Clerk.

(A) Notwithstanding the above, when consultation with the Selectboard would result in a substantial delay in an effective response in alleviating or preventing an emergency or disaster, the Chair of the Select board is authorized to take whatever actions are necessary to prevent the loss of life and property in the Town of South Thomaston.

(B) Whereas, the Select board is charged with the responsibility for the well-being of citizens within said Town: and

(C) Whereas, the Select board is in session only at special times, and when the Chair is not available, they have empowered the South Thomaston Emergency Management Agency Director with the authority to proclaim an emergency state for or within the Town should it exist.

(D) The South Thomaston Emergency Operations Plan shall be the Town's governing document for emergency response and recovery by all municipal organizations. An emergency situation shall be defined as an event that threatens the life, safety, and property of the residents or visitors of South Thomaston or destruction of the environment.

EMERGENCY OPERATIONS PLAN APPROVAL TOWN OF SOUTH THOMASTON

The Emergency Operations Plan for the Town of South Thomaston has been approved.

John Spear

Date

Jeff Northgraves

Date

Walter Reitz

Date

Betty N. Thomas

Date

Town of South Thomaston Emergency Management Ordinance



Town of South Thomaston, Maine
125 Spruce Head Road
P.O. Box 147
South Thomaston, ME 04858-0147

Tel: 207-596-6584
Fax: 207-596-7529
E-mail: sthomstn@midcoast.com
selectmen@town.south-thomaston.me.us

Selectmen:
Jan Gaudio
Walter Reitz
Cheryl Waterman

EMERGENCY MANAGEMENT ORDINANCE

1. **Short Title:** This Ordinance shall be known and may be cited and referred to as the "*Emergency Management Ordinance of the Town of South Thomaston*". Authorized under Title 30-A MRSA §2101 and 3001.
2. **Definition:** Emergency Management Agency (EMA) Director shall mean the appointed town official responsible for performing the four phases of Emergency Management (preparedness, response, recovery and mitigation) and for liaison with the Knox County Emergency Management Agency.
3. **Establishment:** The position of Emergency Management Agency Director for the town of South Thomaston is hereby created. The Select Board may appoint additional staff members, Assistants or Deputies, as needed.
4. **Appointment, Term and Removal:** The Select Board shall appoint the EMA Director pursuant to Title 37-B MRSA § 782. This appointment shall be made within 30 days after the date of the Annual Town Meeting for a term of 1 year. The Select Board may remove the EMA Director for cause.
5. **Oath of the Emergency Management Director:** Once the EMA Director has been appointed, the EMA Director shall take an oath of office as described in Title 30-A MRSA § 2526.
6. **Duties of the Emergency Management Agency Director:** The EMA Director shall:
 - A. Direct the planning, organizing and execution of local Emergency Management and Homeland Security activities, conferring as necessary with the County and State Emergency Management agencies and with neighboring Emergency Management Directors to assure that its activities are an integral and coordinated part of the overall County, State and National programs.
 - B. Develop and maintain an Emergency Operation Plan (EOP) to include hazard mitigation, emergency response, recovery plans and mutual aid agreements with neighboring communities.

- C. Keep the Select Board fully informed on all Emergency Management matters, act as their representative in dealing with other governmental and private organizations concerned with Emergency Management and maintain regular communication/ coordination with other town public safety department Supervisors.
- D. Coordinate with Library Director (Shelter Manager) to establish a cold weather warming shelter at the public library or other designated shelter location. Work closely with the Fire Chief to ensure the EMA generator remains fully operational and ready.
- E. Direct a public information and education program to keep all Town residents informed about Disaster Preparedness activities.
- F. In coordination with other Department Supervisors organize regular disaster exercises to test local emergency response capabilities.
- G. When necessary, establish, maintain and manage an Emergency Operations Center (EOC).
- H. Complete and submit municipal disaster reports to County EMA.
- I. Direct a training program to prepare the Emergency Management Agency for emergency operations. Attend Emergency Management training courses, workshops and County facilitated Local EMA Director meetings while providing the County EMA with reports and /or local information.
- J. Complete and report Initial Damage Assessments (form 7's) to Knox County EMA.
- K. When necessary, serve as liaison between the town and county/state/federal officials during disaster response and recovery.
- L. Complete and submit applications for grants (EMPG) which may become available and beneficial for improving emergency management and response capability for the Town.
- M. Advise the Select Board of Emergency Management requirements and prepare the annual budget for EMA.
- N. Serve as NIMS coordinator for the Town.

7. Membership of the Emergency Operations Center (EOC): When directed by any member of the Select Board or by the EMA Director, the EOC will be established and manned. The EOC may be co-located with the Knox County EOC when operations dictate. At the discretion of the Select Board or EMA Director, the following town officials may be included on the EOC staff:

- A. Select Board members
- B. Emergency Management Director and/or deputies, assistants
- C. Town Clerk and Treasurer
- D. Code Enforcement Officer
- E. Town Constable
- F. Fire Chief or Deputy

- G. Fire Warden
- H. EMS Supervisor and /or designated appointees
- I. Road Commissioner
- J. Animal Control Officer
- K. Shelter Manager

8. **Adoption of the National Incident Management System:** The Town of South Thomaston hereby establishes the National Incident Management System (NIMS) as the municipal standard for all hazards incident management. This system provides a consistent approach for Federal, State, and municipal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity. NIMS will utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters. The NIMS Incident Command System (ICS) will be utilized by all South Thomaston emergency and disaster responders for all hazards incident management.

9. **Disasters and States of Emergency:** The local EMA Director is empowered to make any reasonable request for assistance from mutual aid partner jurisdictions pursuant to established Mutual Aid Agreements. The EMA Director may recommend to the Select Board or Town Administrator that a State of Emergency be declared for the town when appropriate. The Select Board or Town Administrator, when acting under the recommendation of the EMA Director, may make such a declaration and/or order evacuations necessary to protect lives and property. The EMA Director shall coordinate requests for assistance from other regional, county, state or federal agencies through the County EMA Director during emergencies or disasters.

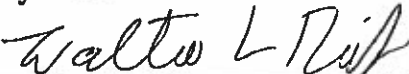
10. **Compensation:** The EMA Director shall be compensated for duties rendered by an annual stipend as appropriated at town meeting.
11. **Training:** The EMA Director shall attend trainings provided by the Knox County Emergency Management Agency (KXEMA), Maine Emergency Management Agency (MEMA), or FEMA relating to the duties required by this ordinance. The EMA Director is expected to pursue and receive qualification as a State of Maine Basic Emergency Manager.
12. **Expenditure of funds/resources:** Under a locally declared State of Emergency, the EMA Director is authorized to commit town resources, including funding, to the extent necessary to prevent the loss of life, stabilize incidents or minimize loss or damage to public or private property. Whenever possible, these actions will be taken at the direction of the Select Board unless obtaining that authority would unnecessarily delay emergency actions.

South Thomaston Select Board:

Jan Gaudio, Chair



Cheryl Waterman



Walter Reitz

Enacted March 28, 2017

Attest: A true copy of an ordinance entitled "Emergency Management Ordinance," as certified to me by the municipal officers of South Thomaston on the 21st day of March, 2017.


Terri-Lynn Baines, Town Clerk

BASIC PLAN

PURPOSE

This emergency operations plan identifies hazards and vulnerabilities and the likelihood and severity these hazards will impact the community's vulnerabilities. This plan defines the efforts and resources to mitigate the effects and prepare for and respond to an emergency or disaster event.

SITUATION AND ASSUMPTIONS

The Town of South Thomaston (referred to as Town from here & after) could experience disaster situations that are local or statewide. Local disasters could include forest fires, hazardous materials incidents, mass casualty incidents, building collapses, or a school attack. Statewide disasters may include flooding, prolonged power outages and severe winter storms. A Hazard Risk Assessment was completed with the following results:

Hazard	Ranking
Energy Shortage	1
Severe Storms	2
Wildfire/ Meth Labs	3/3
MVA / Marine Oil Spill / Building Collapse	4
Coastal Erosion	5
Hostage Incident	6
Hazmat Transportation & Transportation Air Accident	7

Energy Shortage: It is not uncommon for the Town to experience prolonged power outages. These can affect the entire town and can be hazardous during severe weather

Severe storms have the potential of shutting down the community by blocking roads, knocking out electrical power distribution, freezing facilities, and trapping people.

Wildland/forest fire which could cause severe property damage and loss of life.

Meth Lab Haz/Mat incidents could cause evacuation or sheltering in place of surrounding neighbors, potential toxic air borne elements.

MVA/Marine Oil Spill/Building Collapse

Coastal Erosion

Hostage Incident would involve the public school complex, day cares, and churches

Hazardous materials/Air Accidents could be transported on any community road, with the greatest traffic flow of hazardous materials along Routes 73 and 131. Air accident could happen anywhere in town but most likely would affect those living in the path to the airport.

Other hazard events could occur, but are less likely. As such, this plan will develop an All-Hazards Emergency Response, but will not define other hazards in the Hazard Attachments.

HAZARD EVENT	VULNERABILITY LOCATION	LIKELIHOOD	MAJOR DAMAGES	DEATHS OR INJURIES
HazMat Incident Meth Labs	Routes 73 & 131 Anywhere	Occasional Occasional	Roadway Homes	Residents & Responders Residents & Responders
Mass Casualty	Anywhere	Occasional	None	School or Transport Responders
School Attack	Spruce Head Road	Remote	School	Students & Faculty Responders
Flooding	Town Gravel Roads	Probable	Roadways	Responders/Civilians
Power Outages	Entire Town	Probable	Frozen Plumbing & Power Lines	Responders/Civilians
Severe Storms	Entire Town	Frequent		Motorist or Elderly Responders

The Town does not have its own hazardous materials response team or public transportation. Knox County Sheriff's Office (and/or Maine State Police) provides South Thomaston with law enforcement. Penobscot Bay Medical Center is located in Rockport. Public works for town roads are contracted through the South Thomaston Road Commissioner. Fire Protection services are handled by the Fire Department.

The likelihood of a disaster situation occurring in the Town that could cause multiple deaths or injuries is low. There are no structures over three stories. Local forest fires are not swift, and timely evacuations of the very low population density would not be difficult. Residents are accustomed to dealing with severe storms and power outages. Keag Bridge and Spruce Head Island Bridge could be affected or waterways in town and approximately 51 structures are in the flood zone. The major portion of transported hazardous materials consist of petroleum products and the hazards would be localized. School attacks present a real danger to life, but the likelihood is remote.

SOUTH THOMASTON DEMOGRAPHICS, 2020 -population 1511*

Population & Age Statistics

Under 20 Years Old 215
 20 to 24 Years Old 48
 25 to 44 Years Old 272
 45 to 64 Years Old 365
 65 Years Old & Over 344
 Median Age 50.7 *

Housing & Density Statistics

Total Housing Units 952
 Occupied Housing Units 681
 Owner-Occupied Housing Units 597
 Renter-Occupied Housing Units 84
 People per square mile 136
 Houses per square mile 78

Social and Economic Statistics

Total Labor Force, 2020 651
 Per Capita Income, 2000 \$32,234

Median Household Income-2020 Median Household Income- \$59343*

Total Municipal Valuation, 2020 * \$287,750,000

* Census Bureau Statistic

CONCEPT OF OPERATIONS

The Emergency Management Agency Director is responsible to the Selectboard for coordinating disaster response, requesting resources from mutual aid partners and the County and for compiling disaster information. The Town is legally responsible for the function of the local government.

Disaster or major emergency notification will most likely come from the National Weather Service (NWS), the Emergency Alert System (EAS), the Knox County Regional Communication Center (KRCC) radio-page & I Am Responding (IAR) to the Fire & EMS Departments, a Knox County EMA text page or by announcements on area television and/or radio broadcasts.

The EMA Director may activate the Emergency Operations Center (EOC) or initiate the Emergency Operations Plan (EOP) if they determine that the disaster situation warrants the activation. Key town officers and citizens may be recalled to man the EOC.

The Town will issue an emergency declaration when the situation warrants the full use of resources to save lives and protect property. When the emergency is beyond the control and resources of the local government, a request for assistance may be made through the Knox County EMA to the Maine EMA and Governor. The Governor may declare a disaster within certain or all parts of Knox County and make State resources available to save lives, protect property and aid in disaster recovery.

The Town is served by the South Thomaston Fire Department and Ambulance Service. The Fire Chief or Incident Commander (IC) may request aid from neighboring communities. Currently, the Fire Department and the Office of Emergency Management (OEM) both have verbal mutual aid agreements with several other towns.

For a localized emergency, such as a mass casualty incident, the IC will assume command at the scene. Communications will be established between the IC and the EOC. Logistical, financial and planning capabilities will be located at the EOC. The IC will retain all operations section personnel and limited logistical and planning support.

For a wide area emergency all emergency operations will be run out of the EOC. Emergency responders and emergency management personnel will be dispatched by the EOC for specific tasks such as checking up on residents during a prolonged power outage or delivering situation reports when hard-line communications are out. A limited EOC may also be activated if emergency and disaster support is being provided to other communities. This will be primary to coordinate logistics and monitor the situation.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The following town officers may be tasked during a community emergency or disaster:

The Select Board:

1. Assumes responsibility for the overall response and recovery operations by the municipality.
2. Approves the EOC manning assignments recommended by the EMA Director.
3. Establishes a public disaster assistance program.
4. Approves press releases and contact with the media.
5. Oversees damage assessment.

Emergency Management Agency (EMA) Director:

1. Establishes and maintains the town EOC.
2. Develops all town emergency plans and procedures.
3. Coordinates with Knox County and Maine EMA offices.
4. Coordinates with local American Red Cross (ARC) and School District.
5. Responsible for the town Emergency Public Information program.
6. Responsible for the tracking and assignment of emergency/disaster resources.
7. Establishes EOC communications and public warning systems.
8. Responsible for organizing the damage assessment program and maintains records for disaster declaration reimbursement.

Fire Chief: Oversees all fire department resources and operations.

Fire Warden: Coordinates with the Maine Forestry Service.

Ambulance Director: Oversees all EMS resources and operations.

Road Commissioner:

1. Ensures public roads remain open during emergency response.
2. Coordinates road repair and maintenance.
3. Provides major input to the Damage Assessment program.

Shelter Manager: Shall be appointed by the Select board before an emergency

Town Treasurer: Tracks disaster expenditures and pays bills authorized by the board of Selectmen.

Communications Officer: Mans EOC telephones and radio.

Volunteer & Donations Coordinator: Coordinates volunteers and donated items.

Animal Control Officer: Coordinates services and assistance provided to animal victims.

Health Officer:

1. Report on the prevention and suppression of diseases and conditions dangerous to public health to the Commissioner of Human Services.
2. Receive and evaluate complaints concerning nuisances posing a potential public health threat within the town.
3. Order the suppression and removal of nuisances and conditions posing a public health threat found to exist.

Public Information Officer:

1. Provides emergency information to the public.
2. Coordinates with and provides information to the local media

Town Clerk: Documents all municipal activities that are occurring.

Individual Assistance: Records all damages in Town to private property.

General Assistance: Assists residents with financial assistance.

ADMINISTRATION AND LOGISTICS

The Board of Selectmen and the EMA Director are responsible for the activation of this plan.

The South Thomaston EMA Director is responsible for the submission of reports to MEMA, through the Knox County EMA (KXEMA). Town officers provide reports of response activities, damages, and other related information to the EMA Director. Each officer keeps records of actions, expenditures and financial obligations in emergency operations.

If local resources are inadequate during emergency operations, assistance is requested through mutual aid agreements. Agreements exist with other towns for emergency services. They also exist with State of Maine agencies for forest fire suppression, rural search and rescue, and riot control.

All town disaster expenditures must be approved by the Select board on the Town Warrant. The Town Treasurer will complete all financial actions once the expenditures have been approved.

PLAN DEVELOPMENT AND MAINTENANCE

Deficiencies found in this plan should be summarized and submitted in writing to the EMA Director when noted.

The EMA Director maintains a file of recommended changes or improvements. He/she reviews the entire plan annually and ensures that all procedures, policies, data and responsibilities are current and reflect actual assignments. South Thomaston EOP shall be updated every five years.

All changes to the plan will be approved by the Board of Selectmen.

AUTHORITIES AND REFERENCES

A. Authorities

- The Civil Emergency Preparedness Ordinance of the Town of South Thomaston, 2006.
- Title 37B, Chapter 13, Maine Revised Statutes Annotated (MSRA), the Maine Emergency Management Act, as amended.
- Public Law 920-81, the Federal Civil Defense Act of 1950, as amended.
- Public Law 99-499, the Superfund Amendments and Reauthorization Act of 1986 (SARA).
- Public Law 93-288, as amended by Public Law 100-707, Robert T. Stafford Disaster Relief & Emergency Assistance Act.

B. References

- Federal Emergency Management Agency. Objectives for Local Emergency Management. CPG 1-5, July 1984.
- Federal Emergency Management Agency. Guide for All-Hazard Emergency Operations Planning. SLG-101, September 1996.
- Department of Homeland Security, National Response Plan, November 2004

ANNEX A - DIRECTION AND CONTROL

PURPOSE

The Town does not employ any police officers. Knox County Sheriff's Office and Maine State Police provide law enforcement. Firefighters and EMS personnel are paid on call. This annex will give guidance on actions to be taken during emergencies by these town officers and volunteers and the coordination efforts by the municipal officials with county, state and contractor personnel.

SITUATION AND ASSUMPTIONS

Many hazards can cause disasters of a magnitude that makes centralized direction and control necessary. The Town EOC will be established by the Select board or EMA Director if they feel the emergency warrants the establishment. Emergency staffing must be documented with the EMA Director for protection under State law.

CONCEPT OF OPERATIONS

The priority in emergencies is to save lives, limit injuries, limit damage to property, maintain the continuity of government, and return the area to normal.

By ordinance enacted March 16, 2006, the Town has established the National Incident Management System (NIMS) as the municipal standard for incident management. This system provides a consistent approach for the Town and Knox County, State of Maine and Federal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity. By adopting NIMS, the Town utilizes standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters. The NIMS Incident Command System (ICS) is utilized by all South Thomaston emergency and disaster responders for incident management.

Normally, initial notification of an emergency will be a radio-page & IAR from the Knox County Regional Communications Center (KRCC) to the Town's Firefighters, EMTs, EMA Director and Knox County Sheriff's Deputies/Maine State Police Troopers. The Ambulance is manned, by per diems, during the week day time hours only, on call before 6am and after 6pm. They are paid per call at night & weekends.

The members of the Select board are responsible for the continuance of local government operations. The EMA Director assists the Select board in this task.

EOC ACTIVATION LEVELS

LEVEL	STATUS	ACTION
1	Standby	EMA Director/FD/EMS will handle
2	Increased Readiness	Major storm wide town wide power outages EMA @ EOC
3	Full Activation	Long period storms EOC open & manned by personnel

The primary Emergency Operations Center (EOC) will be established at the Town Office. The alternate EOC is located at the Knox County EMA Office. Both EOC locations' communications capabilities include telephone, internet and 2-way radios. For a situation involving a fire or hazardous materials, the IC will be the first arriving unit. For any incident involving a terrorist situation, the first officer from the County or State Police will be the IC. The command post keeps the EOC informed of the situation. The Town EOC keeps the Knox County EOC informed.

ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

The Select board exercises broad control over emergency operations. The Select board provides guidance on policy and approves information for the public. Town officers manning the EOC assure work is accomplished in a mutually supportive way. The EOC staff keeps in contact with field forces and record their status, issue instructions to personnel, monitor progress, and keep the Select board informed.

When directed by any one of the Select board members the EMA Director will establish and maintain the EOC. At the discretion of the Select board or EMA Director, the following town officials or designees and volunteers may be included in the Town EOC:

Select Board Members	General Assistance Clerk
Town Administrator	Animal Control Officer
Fire Chief or Designee	Road Commissioner
Emergency Service Director or Designee	Communications Officer
Health Officer	Shelter Manager
Public Information Officer	Individual Assistance Coordinator
Volunteer Coordinator	Donation Coordinator

The following emergency functions will be accomplished during an emergency in South Thomaston.

Law Enforcement: The Town of South Thomaston relies heavily on the Knox County Sheriff's Office and the Maine State Police for Law Enforcement. Operational communications will be established between the Incident Commander on scene and the Senior Law Enforcement Officer. The EOC will maintain landline communications with the KRCC to coordinate additional law enforcement requirements.

Fire Services: The Fire Department consists of paid per call municipal firefighters. Fire Department personnel may assist with damage assessment, search and rescue, firefighting, clearing debris, alerting the public, evacuation, and traffic control, if necessary.

Emergency Medical Services: The Ambulance Service has one ambulance, 4 Medics, 7 Advanced, 5 EMT and 4 Drivers. Operational communications will be established between the IC on scene and the senior EMS Officer.

Public Works: Road work is contracted to private companies through the Board of Selectmen, with assistance from the Road Commissioner. They are responsible for town owned road maintenance and will assist in damage assessment.

ADMINISTRATION AND LOGISTICS

The EOC may require 24 hour manning during the emergency period. Additional volunteers will need to be sought out.

In the event of emergency expenditures monies can come from the EMA budget or the Select board can authorize expenditures from surplus if necessary.

Situation reports are compiled twice daily or as requested and forwarded to the Knox County EMA; at 7 am and 6 pm. Each municipal officer keeps a record of major events during EOC operations. The EM Director develops the event log. The Communications Officer keeps phone traffic logs. Additional operational reports are submitted as requested.

Any requirements for food, water, emergency power, fuel, heavy equipment, and supplies that are more than the Town can provide should be submitted to the Knox County EMA by the Select board or EMA Director.

The Town is limited in its response and recovery capabilities. Many services will require mutual aid from other communities and from state agencies.

MUTUAL AID CHART

AGENCY	1st RESOURCE	2nd RESOURCE	3rd RESOURCE
Emergency Management Agency	Knox County EMA 594-5155 or 594-8751	Maine EMA 1-800-452-8735	FEMA Region I 617-956-7506
Law Enforcement	Knox County Sheriff 593-9132	Maine State Police 1-800-452-4664	FBI 947-6670
Fire Protection	Mutual Aid Agreements/KRCC	Mutual Aid Agreements/KRCC	Mutual Aid Agreements/KRCC
Public Works	Contract Services Road Commissioner	Central Maine Power 1-800-696-1000	Spectrum 1-887-636-3278
Ambulance Services	Rockland EMS 593-9132/KRCC	Thomaston EMS 593-9132/KRCC	Northeast 593-9132/KRCC
Hospitals	Pen Bay Medical Ctr 301-8000	Waldo County General 338-2500	Miles Memorial Hosp 563-1234
Red Cross	Region 3 1-800-733-2767	MEMA ARC EOC Liasion -Bill Guindon c) 272-7660, off-520-4125,	
Environmental Protection	Maine DEP 287-7688	U.S. EPA 1-800-424-8802	Maine Forest Service 287-2791
National Weather Service	NWS (Gray) 688-3216		
HazMat Information	Nat. Response Center 1-800-424-8802	CHEMTREC 1-800-424-9300	CHEM-TEL 1-800-255-3924
MISC Resources	Poison Control Center 1-800-222-1222	USCG Rockland 596-6666 or 596-6667	CDC- Rockland,ME 596-4278

The Town uses the NIMS version of the Incident Command System (ICS). During any emergency, the IC will be identified in the field to coordinate emergency response and recovery forces. Normally, the IC will be the Senior Fire Officer (SFO) from the Fire Department. However, for incidents such as a multi-jurisdictional forest fire or a hostage incident at the school, the IC could be a County or State Official. In this case a Unified Command will be set up to represent the jurisdiction of the Town.

A South Thomaston IC or member of a Unified Command will maintain communications with the South Thomaston EOC, which will oversee all municipal activities. Most Planning, Logistics and Finance Section duties will be carried out at the STEOC. The on-scene IC will assign a Planning Officer and Logistics Officer to coordinate support from the EOC and oversee planning and logistical resources located on-scene.

EOC CHECKLIST

X	ACTION
	EOC Alert Status:
	EOC Notification From:
	Consider need to declare an emergency.
	Notify all EOC staff Shelter Manager and volunteers.
	Activate and test all equipment.
	Begin message and event logs.
	Inspect emergency generator for fuel and start capability.
	Begin plotting and posting events.
	Brief staff upon arrival.
	When "manned and ready", report to Knox County EMA (594-5155).
	Review staffing pattern to ensure 24 hr. capability (If needed).
	Conduct "time check".
	Brief elected officials on status of EOC.
	Check on food, water, and sanitation supplies and make appropriate arrangements.
	Submit verbal and written situation reports to County EMA (Fax 594-0450).
	Establish EOC security procedures.
	Conduct periodic briefings for EOC staff.
	Determine shelter requirements, status of electrical and telephone, road damages/closures, isolated personnel, medical problems, weather conditions, etc.
	Review procedures for requesting assistance. Contact contractors for assistance.
	Maintain records of expenditures.
	Track mileage of vehicles used by town officials and volunteers. Track the work times of the town officials, EOC staff, fire department, and other volunteers.
	Brief oncoming shift personnel of all events and pending actions.
	Prepare initial damage assessment information for submission to Knox County EMA.
	Contact area volunteer groups to assist with emergency recovery operations.

**STATE of MAINE
EMERGENCY / DISASTER
SITUATION REPORT**

1	Date:	Time:	Report #
2	Reporting Jurisdiction: South Thomaston, Maine		
3	Type of Occurrence: Severe Storm Transportation Accident Hazardous Material Earthquake Flood Forest Fire Urban Fire Other		
4	Time of Occurrence:	Location:	
5	Direction & Control: EOC Activated Y N Activation Level or # Staff _____ POC (name/title) _____ Emergency Power Y N Contact Information: Phone(s) _____ Fax _____ Radio(s) _____ Other _____ Has local state of emergency been proclaimed? Y N Areas Included:		
6	Weather Data: Clear Rain Freezing Rain/Ice Snow Fog Cloud Cover: 0% 25% 50% 75% 100% Air inversion present Y N Temp _____ °F Wind Speed _____ MPH Wind Direction _____ Wind Chill _____ °F Pre-Event Rain/Snow Amount _____ Since last SITREP _____ "Event Total Accumulation _____		
7	Emergency Public Information / Alerting / Warning: Has a fan-out been accomplished Y N Are media briefings being held Y N Next _____ Has Emergency Public Information been disseminated: Y N When: _____ Method(s) _____ Area(s) Covered: _____ General Content/Actions:		
8	Population Effects/Sheltering: Dead _____ Injured _____ Missing _____ Evacuated _____ Evacuations Ordered From/To or Area Affected _____ Shelters: (location, capacity, status) Location(s) _____, (#) Shelters Open _____ Total Occupancy _____ In place sheltering ordered Curfew in effect (to)		
	Jurisdiction:		
9	SIT REP Summary/Notes/Comments:		

10	Infrastructure Impacted: Major Roads/Highways/Bridges Closed: _____ Water/Sewer/electrical: _____ Communications – towers, telephones: _____		
11	Emergency Services: Fire, EMS, etc. General Activities: _____ Depts./Facilities/Equipment out of service: _____ Mutual Aid Activities: _____		
12	Damage Assessment: Underway Y N Form 7's to be submitted. Estimated % Complete: _____ Public Estimated % Complete: _____ Private Estimated % Complete: _____ Homes Estimated % Complete: _____ Business/Economic		
13	Assistance Required: No Being Prepared Attached <i>If assistance is required please attach a completed Request for Assistance</i>		
14	Prepared By: _____ Approved: _____ Time Sent: _____ Delivery Method: Voice Fax Email Packet Radio Courier Modem		

**STATE of MAINE
LOCAL EMERGENCY / DISASTER SITUATION REPORT**

SITUATION REPORT INSTRUCTIONS

1. Introduction

During an emergency information on the nature, severity, and extent of the hazard's effects must be collected and analyzed. The results must be reported through established channels. This information provides officials a logical basis for their response decisions.

Following a hazard incident, local field units must promptly conduct a rapid reconnaissance of affected areas to assess the situation and report the information to local officials. This information should be consolidated at each level. The information is then reported to the Knox County EMA.

Depending on the severity of the situation confirmed by the reports, a decision is made at each level of government on the declaration of a "State of Emergency".

When required, these actions are followed by a detailed assessment of damage to both the public and private sector. These estimates (in dollar amounts) serve as the basis for a request of a Presidential disaster declaration. (See Annex I – Damage Assessment)

2. Situation Reporting

Following the initial area reconnaissance, reports are required at least daily to provide detailed information to the various levels of government. Reports normally originate at the municipal level. They identify the area being reported on and include observed damage. They shall be submitted through the Knox County EMA to MEMA and consist of the following types of reports:

a. Verbal Reports: The first report is submitted by radio or telephone. Verbal reports are submitted as quickly as possible following a hazard incident.

b. Situation Reports: A refined Situation Report is prepared and submitted through the County to State EMA at least daily or as requested. This report defines affected areas, identifies closed roads and highways, estimates the number of dead or injured, homes damaged, and resources needed

Reports will provide, as a minimum, the information contained in the Situation Report Form. (See Annex I – Damage Assessment for further reporting requirements.)

ANNEX B – COMMUNICATIONS

PURPOSE

Communications during an emergency are critical. This annex shall describe the communications capabilities of the Town. It shall also provide telephone and radio lists.

SITUATION AND ASSUMPTIONS

Most local emergencies should leave the telephone system intact; however a severe storm could knock out telephone communications. Telephones shall be used as the primary means of communicating. Two-way radios shall be used as a secondary and augmenting means of communication to the telephone system and as the means to communicate with personnel in vehicles or in the field. As much as possible, e-mail shall be used to transfer photos and large amounts of data.

When neither telephone nor radios are functioning or unable to reach the intended party, runners may be used as an emergency stop-gap measure. Knox County EMA can activate ARES/RACES HAM radio personnel.

CONCEPT OF OPERATIONS

The primary EOC phone number is **390-0054**. The Alternate EOC (County EMA Office) phone number is 594-5155.

The Fire Department and Ambulance Service have radios with the Knox County standard frequency assignments and CONOPS. Radio traffic may be relayed through the radio base station at the Fire Station.

The Public Safety Building has a multi-channel two-way radio base station. Contact with the KRCC is possible. All the firefighters, EMTs and EMA Director are issued a radio-pager. Page-outs are initiated from KRCC. All emergency vehicles are equipped with mobile radios.

TheTownOffice (terri@souththomaston.me) the Fire Department (souththomastonfdchief@gmail.com) and EMA (cmadir.so.thomaston@gmail.com) all have Internet and E-mail connectivity. Reports and pictures can be e-mailed from the Town to the County or State government officers.

The Town Office can send and receive fax transmissions, **596-7529**. EMA/EMS fax number is **593-0303**.

If the telephone system is down, then the radio system will become the primary means of communication.

ADMINISTRATION AND LOGISTICS

The EOC shall determine what communications requirements are needs and allocate town resources as necessary.

EXTERNAL CONTACTS

AGENCY	LOCATION	TELEPHONE #
American Red Cross	Region 3	207-729-6779
Central Maine Power -Fire Emer only	Augusta	1-800-696-1000
CHEMTREC	Washington D.C.	1-800-262-8200
Civil Air Patrol	72 Broadlawn, Brewer	667-2611
FEMA Region I	Maynard, MA	617-832-4761
General Aviation Weather	Bangor International Airport	1-800-992-4582
Knox County EMA	301 Park St. Rockland, ME	594-5155
Knox County Sheriff	301 Park St. Rockland, ME	594-0429
Knox Regional Comm. Center (KRCC)	301 Park St. Rockland, ME	594-0677
Maine DEP	Augusta	1-800-482-0777
Maine DOT (Spill Contain)	Augusta	1-800-452-4664
Maine EMA (MEMA)	Augusta	1-800-452-8735
Maine Floodplain Mgmt.	38 State House Station, Augusta	287-8063
Maine Geological Survey	22 State House Station, Augusta	287-2801
Maine State Police	Augusta	207-624-7076
National Response Center	2100 2 nd St.S.W., Wash. D.C.	1-800-424-8802
National Weather Service	1 Weather Lane, Gray	688-3216
Pen Bay Medical Center	6 Glen Cove Dr. Rockport, ME	301-8000
Poison Control Center	22 Bramhall St., Portland	1-800-222-1222
Radio Station - Fm 90.9	92 Bedford St., Portland	780-4943
Radio Station-FM 94.5/97.5/102.5	184 Target Industrial Cir.,Ban.	947-9100
Radio Station-FM 106.5	49 Acme Rd.,Bangor	989-5631
Sabastacook Valley Hospital	447 N.Main St., Pittsfield	487-4000
Television Station-WABI/5 (CBS)	35 Hildreth St., Bangor	947-8321
Television Station- WLBY/6 (NBC)	Mt. Hope Ave., Bangor	942-4821
Television Station-WVII/7 (ABC)	371 Target Ind. Circle, Bangor	945-6457
Television Station-WMEB/12 (PBS)	65 Texas Ave, Bangor	1-877-480-3201

FAX MACHINE DIRECTORY

OFFICE	TELEPHONE NUMBER
Knox County RCC	594-0433
MEMA – EOC Primary	287-3178
EOC Secondary	287-5430
Pen Bay Medical Center (Emergency Dept)	301-5288

ANNEX C - WARNING

PURPOSE

This annex describes the current warning capabilities of the Town of South Thomaston and Knox County.

SITUATION AND ASSUMPTIONS

The primary National Warning System (NAWAS) warning point for Knox County is the KRCC located at 301 Park Street in Rockland. The KRCC number is 594-5656. The KRCC is staffed on a 24-hour basis and notifies jurisdictions of warnings received. The Rockland Fire Station is the alternate warning point. The National Oceanic and Atmospheric Administration (NOAA) Weather Radio system serves the entire County. It also provides warnings of hazard situations; e.g., severe weather, national security and nuclear power incidents.

The EMA Director is responsible for alerting the Selectmen and town officers..

CONCEPT OF OPERATIONS

The KRCC fans out information to the local jurisdictions, by contacting the municipal emergency management agency directors, after the Knox County EMA Director advises to do so.

The EAS (Emergency Alert System) is activated by the county according to the Maine Emergency Alert System Plan. The South Thomaston EMA Director may contact the Knox County EMA Director to request activation of the EAS system. Knox County EMA Director will pass the request to the Maine Emergency Management Agency (MEMA) who can complete the EAS activation.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Town Select board is ultimately responsible for ensuring that alerting and warning capabilities exist and special needs populations (school children and elderly) are notified.

The EMA Director shall update Town Officer Phone Rosters, alert EOC Staff, relay fan-out information and report status to the Knox County EMA.

The EOC shall initiate warning communications to town residents through phone calls, traveling teams, Fire Department and Emergency Services personnel or by commercial radio stations.

ADMINISTRATION AND LOGISTICS

The EOC Communications Officer will make verbal and written reports of alert notifications received, actions taken, and times of completion. These reports are recorded and given to the EMA Director.

WARNING CHECKLIST

X	ACTION
	Received notification:
	Fan-out Information:
	If limited warning time, the following actions may be undertaken by the EOC and Fire Department.
	a. Telephone and Radio callout.
	b. Mobile notification routes with public address system or door to door notification.
	c. Warning notification the school.
	Other public warning is used as available and as time permits. The Town email list.
	a. Radio announcements
	b. Television announcement
	Keep signed logs of emergency communication traffic.

ANNEX D - EMERGENCY PUBLIC INFORMATION

PURPOSE

This annex will describe the Emergency Public Information program and the duties of the Public Information Officer (PIO).

SITUATION

The Town has an ongoing program to provide information about potential hazards, local government preparedness activities and emergency services to the public. Activities may brochures, pamphlets, publications, the Town newsletter by email and press releases.

Town residents will need to be notified immediately if forest fires, a hazardous materials accident, or a terrorist situation forces them to either shelter in-place or to evacuate. Residents will need to be informed as to actions they should take during flooding of roads or severe storms.

The primary means of dissemination will be by email/telephone notification. The EOC or IC will request assistance from the Knox County EMA office or KRCC. The secondary means of dissemination will be to go door-to-door.

The Town should consider contacting area radio and television stations to disseminate information.

CONCEPT OF OPERATIONS

The Town and/or EMA Director will initiate the dissemination of emergency public information.

The Town Media Center will be established at the Town Office for a major incident that generates a significant media presence. Media releases are prepared in the EOC. The EOC will monitor radio & television news for media feedback and information.

The PIO is responsible for all contacts with the media.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Either a member of the Select board or a volunteer (who has taken the PIO certification classes) will be selected to be the PIO. The EMA Director will act as an alternate PIO. The PIO is responsible for providing emergency information to the public and media will coordinate any news releases with the Selectmen, prior to release. The PIO keeps logs of emergency information activities.

ADMINISTRATION AND LOGISTICS

Emergency information is released to the local media through the EOC. Information is verified before release. Rumors are investigated and correct information issued if necessary. Radio, television and newspaper announcements are monitored to ensure accuracy.

EMERGENCY PUBLIC INFORMATION CHECKLIST

Below are suggested actions for the Town Public Information Officer (PIO) to take during an emergency. Changes may be made depending on the situation.

_____ Ensure that information is clear, confirmed, and approved by the Board or IC before release to the media or public. Do not release unconfirmed information or speculate on the extent of the emergency.

INCIDENT INFORMATION

Nature	
Location	
Time of Impact	
Casualties	
HazMat/ Meth Lab	
Explosives	
Cordon Size	
Evacuation Instructions	
Firefighting	
Public Dangers	
Decontamination	
Property Protection Measures	
Who to Contact	
Current Response Actions	

_____ Monitor news programs and review news articles for accuracy. Correct serious misinformation whenever possible.

_____ Provide sufficient staffing and telephones to handle incoming media and public inquiries (rumor control) and gather status information.

_____ Ensure that official spokespersons are thoroughly briefed about all aspects of the emergency.

_____ Initiate procedures for contacting people who may have been injured or suffered losses.

_____ Keep the Board informed of all actions taken or planned.

_____ Maintain a log and a file.

_____ Keep Knox County EMA informed of all information released.

ANNEX E - EVACUATION

PURPOSE

This annex will describe the provisions for the Town to ensure the safe and orderly evacuation of residents threatened by disaster situations.

SITUATION

Evacuation may be used to protect the health and safety of the public. Private vehicles and school buses are the primary means of transportation. Emergency services vehicles are also used when needed for incapacitated people. No one can be forced to leave their home, but efforts are made to inform every one of the threat and of help available for evacuees.

Town residents may be evacuated if they are threatened by an out-of-control forest fire, a hazardous materials accident, severe weather, or a terrorist situation.

CONCEPT OF OPERATIONS

The EMA Director or Fire Chief/IC will oversee a general evacuation of residents within the town. They may request assistance from the Knox County EMA and the State of Maine.

For a terrorist situation, the Knox County Sheriff's Department or the Maine State Police will oversee the evacuation of the immediate area around the incident.

The characteristics, path, and magnitude of the hazard determine the number of people to be evacuated, the time available, the evacuation routes, and the distance of travel. The EMA Director or the Fire Chief/IC is responsible for the final route determination. Evacuation will be coordinated with shelter operations, emergency information and traffic control operations.

The general population uses private transportation. Those without transportation, including elderly and handicapped are transported by other means. The EMA Director maintains a list of these persons who require special assistance in an evacuation. The EOC will contact the KXEMA to request school buses to aid in the evacuations.

Evacuation and reentry instructions are given via radio, television, and by traffic control personnel. Signs and cones may be needed to help direct evacuees.

ORGANIZATION AND ASSIGNMENT OF

RESPONSIBILITIES

The Select Board and the EMA Director are the authority for establishing evacuation policy.

The EMA Director coordinates evacuation activities, compiles all evacuation information and keeps the Select Board informed. The Fire Department, with assistance from the Knox County Sheriff's Department (and/or the Maine State Police), and Road Commissioner shall be responsible for traffic control and barricades. The Animal Control Officer will coordinate efforts for the evacuation and sheltering of animals, especially farm animals.

ADMINISTRATION AND LOGISTICS

The members of Select Board Fire Chief/IC, or the EMA Director are responsible for ordering evacuation to protect the health and safety of the public. The first responding emergency services personnel initiates' emergency evacuation of a threatened area and notifies their headquarters.

Attempt should be made to record the names of all those residents who have been evacuated.

Return to the evacuated area takes place when it is deemed safe for the citizens to return. Reentry will be handled in the same way as the evacuation.

Emergency services personnel in the field report the status of evacuation to their agencies. The agency keeps the EOC informed. The EOC informs the Knox County EMA of response actions.

EVACUATION INFORMATION

Roads/Areas to be Evacuated:	
Roads to Use for Evacuation:	
Shelters established:	
Method to disseminate information to those affected:	
How much time to complete evacuation:	
Evacuation Directed at (time):	
Transportation Assets to come from:	
Signage made by:	
Signage to be located at:	
Traffic Control Points set up at:	
Medical Support provided by:	

ANNEX F - MASS CARE

PURPOSE

This annex will describe the Town Mass Care Shelter program.

SITUATION

It may be necessary to seek shelter from the effects of hazards and to shelter evacuated people. It is the responsibility of the EMA Director and the Select Board to protect their residents by providing shelters when required in an emergency.

The Town of South Thomaston currently has two local Emergency Warming Shelters which are manned when open by 18 Town volunteers. The smallest Emergency Warming Shelter, the Keag/Library Shelter, is located at 8 Dublin Rd. and the largest Emergency Warming Shelter, the Spruce Head Community Church Shelter, is located at 22 Village Rd., Spruce Head. The Spruce Head Community Church Shelter can be used for a limited amount of people for overnight usage. In addition, the Towns of South Thomaston and St. George have an MOU (Memorandum of Understanding), to accept and accommodate residents from both Towns into their Shelters in the event of a large scale emergency disaster.

The Mass Care facility for evacuations that will require larger scale overnight accommodations, will be coordinated through the Knox County EMA, EOC and the Red Cross. Currently, there are four designated "Regional Emergency Shelter" located at school facilities, 1) Rockland Middle School (formerly South Rockland), 30 Broadway, 2) Camden Hill Regional High School, Route 90, Rockport 3) Warren Community School, 117 Eastern Rd., Warren 4) Union Elementary, 1070 Heald Highway, Union.

Due to the lack of Extremely Hazardous Substances (EHS) hazardous materials (HazMat) being transported through the Town, sheltering-in-place by Town residents is not expected to be necessary.

CONCEPT OF OPERATIONS

The EMA Director will work with the Knox County EMA in training shelter management /volunteer teams, acquiring needed emergency shelter supplies, maintaining/updating all necessary emergency shelter supplies and any other shelter necessities. Shelter Managers will supervise operations in the Warming Shelter facility and report to The EMA Director and the Town EOC when activated. This person may be any town resident who is willing to take on the responsibilities of supervising volunteer shelter staff members. Shelter Manager will also assign groups/individuals with special needs to similar facilities in a safe area according to staff and space available.

The EMA Director after notifying the Select Board will determine if and when the town will activate the Community Warming Shelter. Actions will be taken to register people reporting into the community warming shelter, sustain them in the shelter, and release them from the shelter when the hazard has diminished. The Select Board may authorize the purchase of emergency supplies, food, water, sanitation supplies, cots, and blankets for the shelter.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Select Board/ EMA Director are responsible for insuring shelter capabilities exist. There is a regional agreement between the County EMA and the Local Chapter of the American Red Cross to manage certain "Regional Shelters" in emergencies. The ARC will coordinate and manage their own shelter management teams.

The Animal Control Officer is responsible for organizing an effort to help shelter local animals. Animals, within reason, may be sheltered in facilities co-located with the Town mass care shelters. Town citizens are responsible for the care, feeding and housing of all animals.

ADMINISTRATION AND LOGISTICS

Evacuees are assigned to shelter and feeding facilities depending on the hazard effects of the emergency. Attempts will be made to allocate 40 square feet per person.

The Shelter Manager will keep the EMA Director/EOC informed of the status of the shelters. The EMA Director/ EOC will keep the Knox County EMA informed.

Complete records of expenditures and operations are given to the EMA Director/EOC. If the town operates a shelter on its own, the town will require to shoulder all the costs (may be reimbursable if a Stafford Act Disaster Declaration is made).

MASS CARE CHECKLIST

X	ACTION
	Contact the Knox County EMA and alert them to possible need for sheltering.
	If American Red Cross cannot support a shelter contact the Knox County EMA to determine if the County is establishing any shelters.
	Contact local volunteers and activate a shelter. Cost may be borne by town.
	Ensure the Shelter is adequately stocked and staffed.
	Ensure security is provided for Shelter.
	Provide communications link between the Shelter and the EMA Director/EOC.
	Maintain status of shelter operations and allocations.
	Clean and return the Shelter to original condition.
	Submit shelter expenditure statement for reimbursement.

ANNEX G - HEALTH AND MEDICAL

PURPOSE

This annex will describe the Health and Medical options open to the Town.

SITUATION AND ASSUMPTIONS

The Town has no medical facilities, no medical personnel, no public or environmental health services, and no mortuary services.

If there is a large scale disaster, in which there are large numbers of casualties in the area or county, mutual aid emergency medical services may not be able to respond immediately to South Thomaston.

It is critical that roads be kept clear of debris so that EMS personnel can locate and transport casualties.

CONCEPT OF OPERATIONS

The EMS Director will coordinate the requirements for medical attention at a localized disaster scene, such as a Hazardous Materials accident or a Terrorist attack.

The Town Ambulance Service will be the primary Emergency Medical Service (EMS).

If the situation warrants, the EOC will request volunteers to assist with Search and Rescue, expedient casualty care, and possible transportation of victims.

A Mortuary Collection Point will be established in a safe and secure area near the mass casualty incident scene for storage of the deceased. Volunteers will be used to secure the MCP.

If the incident involves HazMat, the Fire Chief/IC must initiate decontamination measures for the emergency responders, evacuees, victims, and the deceased.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The first unit on scene is the incident commander (IC) for all mass casualty incidents.

The EMS Director will coordinate emergency medical assistance through their MCI Plan or Knox County EMA.

The EOC will attempt to record the names of all personnel who are injured, killed, or missing.

The Select board/IC or Road Commissioner will request and fund the use of heavy equipment needed for debris clearance.

The KRCC will coordinate with the Knox County Sheriff's Dept or the Maine State Police to provide security to the disaster scene.

ADMINISTRATION AND LOGISTICS

Emergency Medical support may come from the Penobscot Bay Medical Center, Miles Memorial Hospital, and any mutual aid EMS agency, the Knox County CERT/MRC Team, the American Red Cross, the U. S. Coast Guard or the Maine National Guard. See the communications annex for telephone numbers.

Annex G1- Disease & Epidemics

PURPOSE

This annex will be used to describe the responsibilities of the Town for a major outbreak of a disease or pandemic that causes harm or disruption to the Town and its residents. It sets the actions, efforts and resources needed to mitigate, prepare, respond and recover from an emergency involving the widespread outbreak of disease.

Disease- an organism that impairs physiological functions caused by infection, environmental stress or genetic defect.

Epidemic- widespread outbreak of an infectious disease that infects many people at the same time.

Pandemic- an epidemic of global proportions.

SITUATION/ASSUMPTIONS

SITUATION

An epidemic is limited by geography. All towns are susceptible and many factors determine the risk factor for exposure to disease. Exposure time period, sanitary conditions, health and biological resistance of individuals as example.

The length of an epidemic could last for months or longer. Should the epidemic numbers increase on a County level the Town EMA Director and the Town Public Health Officer will work with the County EMA office and follow any guidance set forth by County, State or Federal mandates, such as a declared State of Emergency by the State Governor.

ASSUMPTIONS

Susceptibility to pandemic virus (influenza, covid or other) would be universal. Numbers of illness, hospitalizations and mortality vary with different models from the US Center of Disease Control (USCDC) and the Dept. of Health and Human Services (DHHS).

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

When a communicable disease threat is suspected the Town Public Health Officer, who represents the MECDC and DHHS, along with the Town EMA Director will carry out quarantine steps, inspections and closure of Municipal and Public buildings along with all non-essential public/private businesses in accordance with MECDC and DHHS guidelines and a declared State of Emergency.

The Town Public Health Officer shall assist in reporting, prevention and suppression of diseases and conditions dangerous to health of residents. When the Town Public Health Officer has reasonable cause to suspect the presence of a communicable disease, a "public health threat" they should consult with the County DHHS commissioner. A "public health threat" is a condition or behavior that can be expected to place others at a significant risk or exposure to infection with a communicable disease.

The Municipal Administrator will record all Burial Permits and Death Certificates. During an Epidemic or Pandemic, the Administrator shall notify the Select Board, Local Public Health Officer and the EMA Director of names of those who have died with Influenza/Covid and cause of death. This information will be forwarded to Knox County EMA.

ADMINISTRATION AND LOGISTICS

ADMINISTRATION

Federal and State governments have established priorities for vaccine and anti-viral medication distribution during a major outbreak, epidemic or pandemic. These priorities are based on many factors which include at-risk population, overall public health capability, efficacy of delivery methods of available vaccines. All of these priorities are subject to change and revisions

LOGISTICS

The medical effects of a disease outbreak is compounded by the public impact. Towns may need to cope with the disruption of essential services, termination of social gatherings and the halt or changes to normal patterns of life.

Services may need to be revised or scaled back, due to expected shortages of workers, and increased demand on services related to the disease outbreak. Many workers may be asked to work remotely, work limited hours or even longer hours due to shortages in the workforce.

PERSONNEL PROTECTIVE EQUIPMENT (PPE) FOR DISEASE OUTBREAKS

All Emergency responders, public health workers, municipal officers should wear PPE which include N-95 or surgical N-95 mask for direct patient care, plastic goggles, latex-nitrile- or vinyl gloves and use hand sanitizer. The EMA Director will work with the Town and Knox County EMA to insure all first responders have the necessary PPE. Shortages can be expected as a result of the interruption of the supply chain for goods.

VACCINE DISTRIBUTION

Vaccine distributions outside the normal method (at doctor's office or medical facilities) may be established at vaccine dispensing locations throughout the County. Town EMS workers may be asked to assist in vaccine distributions at different locations.

ANNEX H - RESOURCE MANAGEMENT

PURPOSE

This annex will list some sources of resources in the Town or in neighboring communities.

SITUATION AND ASSUMPTIONS

All emergency situations will require manpower, communications, and vehicles.

The initial manpower source will be the Municipal Fire Department, EMS Service and dispatched law enforcement. The EOC or Select board should contact other town residents to seek out volunteers. Manpower requests should also be forwarded to the Knox County EMA.

The Town owns a total of five vehicles consisting of; one squad truck, three fire engines, and one ambulance. Consideration should be made to contract with local contractors and individual residents for other vehicle resources.

Communications consists of telephones in the Town Office and South Thomaston Municipal Building along with several two-way radios maintained by the Fire, EMA, EMS and law enforcement officers throughout the county. Requests for additional communications equipment should be made to the Knox County EMA..

Forest Fires will require a great deal of manpower and water transportation. Initiate fire department mutual aid agreements with area towns and the Maine Forest Service.

Hazardous Material Incidents will require outside support immediately. The spiller/owner of the HazMat is responsible for cleanup; however, the Fire Department is responsible for establishing hot, warm and cold zones, decontaminating, isolating and evacuating contaminated people, collecting and up-channeling information on the incident, and restricting access. Notify the KRCC and Knox County EMA immediately.

The Town has limited resources to respond to a Terrorist Incident. Actions will include extinguishing any fires, evacuating the injured and closing roads in the area. The Knox County Sheriff's Department/Maine State Police shall be notified immediately, through the KRCC.

Severe storms will require snow removal and debris clearance for local roads, and electrical power generation for the South Thomaston Municipal Building/ Town Office.

Flooding will require emergency road repairs, which must be contracted. Town owned road damage assessment will be completed by the Road Commissioner.

CONCEPT OF OPERATIONS

The Town will use its local resources and will call upon disaster mutual aid before contacting Knox County for assistance. The Knox County EMA then coordinates resource acquisition. Records are kept of the deployment of resources. The STEOC will inventory town resources, replenish depleted stock and recondition or replace used equipment after an emergency.

The storage, maintenance and replacement of equipment and materials borrowed from the county and state are the responsibility of the Town. This information will be documented..

In a Presidentially Declared Disaster (Stafford Act Declaration), the Federal Emergency Management Agency (FEMA) and the Maine Emergency Management Agency (MEMA) establish Disaster Application Centers (DAC's) in the most seriously damaged areas. Officials at the Federal, State and County levels decide the final numbers and locations of the DAC's. Individual victims and businesses go to DAC's to apply for assistance.

The Select board will attend FEMA assistance briefings to initiate the application process for facilities. Accurate records of damages and expenditures are kept for federal reimbursement. Following a Presidential Disaster Declaration, the cost of local emergency response operations may be partially reimbursed through a federal disaster assistance program. Protective measures also may be reimbursed.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

This plan identifies the Emergency Management Agency Director as the Town Resource Management Officer, if another has not been identified. He/she is responsible for tracking major resources and those resources obtained from outside sources. Specific attention is given to the unique needs of special care facilities and populations.

A staging area will be established in the Town Office parking lots. The Select board will establish contracts or expend town funds to procure emergency supplies, equipment, materials, and services.

The Select board administers the community's assistance programs. The town provides for basic needs of the affected population through local emergency assistance programs. The Select board and EMA Director will provide Disaster Assistance information to the town residents.

The Road Commissioner will coordinate resources to reopen town owned blocked or damaged roads and bridges.

The EOC will coordinate the receiving of donations and the use of volunteers.

ADMINISTRATION AND LOGISTICS

The EOC staff will identify needs that cannot be met with local and mutual aid resources, and track these needs. When it appears local resources will be exhausted, a request for assistance is made to the Knox County EMA.

EMERGENCY RESPONSE EQUIPMENT

RESOURCE	SIZE/TYPE	QTY	CONTACT	PHONE
Snow Plows		0		
Dump Trucks		0		
Excavators		0		
Front End Loaders		0		
Pickup Trucks		0		
Buses		0		
Generators		3		
Water Pumps		4		
2 way Radios		25		
Fire Trucks		3		
Utility Vehicle		1		
Ambulance		1		

PUBLIC SAFETY RESOURCE INFORMATION

CONTACT INFORMATION	RADIO COMMUNICATIONS			
Department	SOUTH THOMASTON P.S.	Call Letters	WYNA 545	
Business Phone	593-9380	Frequency	154.3400	
Fax Line	596-7529	Station Call Sign	Head Quarters	
Address	125 Spruce Head Road, South Thomaston, ME 04858	No. Mobiles	25	
E-Mail	sothomastonfdchief@gmail.com	No. Portables	25	
		No. Pagers	26	
PERSONNEL	PORTABLE PUMPS			
Firefighters	18	GPM	Portability	
EMTs	4 Medic, 7 Advan. 5 EMT, 4 Driver	125	1 man	
		250	2 man	
VEHICLES				
Call Sign	Year, Make, Model	Type	GPM	Tank (gals)
Engine 51	2003 International	Pumper	1,000 @ 150 psi	750
Engine 52	1992 International	Pumper/Tanker	1,250 @ 150 psi	2,200

Engine 53	2015 E-One	Pumper	1,000 @ 150	1,500
Ambulance	2019 Ford	Ambulance		
Squad 54	2000 Ford F-350 Crew Cab	Utility		
HOSE	SUPPORT EQUIPMENT			
Diameter (in)	Thread Type			
1-3/4"	NPSH	Length (feet)	No.	Type
2-1/2"	NH	3300	2	
4"	Stortz	3150	1	
Thermal Imaging Camera		3900	1	
Jaws of Life			2	
16' Skiff /boat 25hp			1	
Forester trailer/utv			1	
Multi Gas Meter			2	
5kw Generator			1	
RESPIRATORY EQUIPMENT			1	
			1	
No.	Type			
17	Scott 4.5 Air Packs			
1	Cascade Station			
28	30 minute air bottles 4.5's			
1	RIT Pack w/ 60 min 4.5			
1	60 minute spare air bottle 4.5			

VOLUNTEER MANAGEMENT

The Town EMA Director and/or EOC coordinate the efforts of the Town's volunteer organizations and unaffiliated volunteers. The EMA Director will determine what volunteers are needed for what roles, depending on the type and severity of the incident. The EMA Director will appoint an individual to be the Volunteer Coordinator upon approval of the Select board. The Volunteer Coordinator will set up a Disaster Volunteer Reception Center, location to be determined pending location of emergency. This individual will make phone calls to residents requesting their volunteer support.

The PIO will contact the area TV and Radio stations and request they make an announcement regarding the need for and type of volunteers.

Residents who show up to the Disaster Volunteer Reception Center will be processed into the Town EM organization using the "Disaster Volunteer Survey" sheet which follows this page. Contact information and special skills will be recorded. The survey sheets will be sent over to the EOC for use in assigning volunteers to specific jobs.

Some supply items that the Volunteer Coordinator will need are: pen, pencil, highlighter, pad of paper, clipboard, stapler, post-it pad, Disaster Volunteer Survey Forms.

Once assigned to a disaster role, Disaster Volunteers will be issued a Town EM Badge that identifies their name and volunteer duty position. They will be integrated into the emergency response organization.

DONATIONS MANAGEMENT

The PIO shall use the media, brochures and phone calls to request the public make financial contributions as much as possible. Cash donations help to avoid the labor and expense of sorting, packing, transporting and distributing donated goods. The Town Treasurer will open a separate banking account for these financial donations and establish an accounting system to track the contributions.

For material donations, the EMA Director will appoint a Donations Manager, who will work for the Resource Manager. The Donations Manager will use any available space in the Municipal Building or seek space at another facility to receive, inventory and distribute donated materials.

Item Received	Quantity Available	Category	Person Donating	Date Received

SOUTH THOMASTON EMERGENCY MANAGEMENT DISASTER VOLUNTEER SURVEY FORM			
NAME			
HOME ADDRESS			
HOME/WORK PHONE			
E-MAIL ADDRESS			
The Purpose of this survey is to identify volunteers' special skills. Please indicate the area(s) that apply to you and return this survey to the Volunteer Coordinator when you finish.			
<ul style="list-style-type: none"> • Doctor: _____ Nurse: _____ • - • EMS: _ • First Aid • CPR • Mental Health • Child Care • Elderly Assistant • Veterinary • Animal Care • Minister/Preacher 	<input type="checkbox"/> Emergency Mgmt. <input type="checkbox"/> Shelter Management <input type="checkbox"/> Firefighter <input type="checkbox"/> HazMat: ____ <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Traffic Control <input type="checkbox"/> Security <input type="checkbox"/> Search & Rescue <input type="checkbox"/> ARC Trained <input type="checkbox"/> Food Services <input type="checkbox"/> Social Worker	<input type="checkbox"/> Ham Radio Operator <input type="checkbox"/> Dispatcher <input type="checkbox"/> Phone Operator <input type="checkbox"/> Public Information <input type="checkbox"/> Photographer <input type="checkbox"/> Language: ____ <input type="checkbox"/> Clerical <input type="checkbox"/> Computer User <input type="checkbox"/> Legal Affairs <input type="checkbox"/> Safety Officer <input type="checkbox"/> Accounting	<input type="checkbox"/> Engineer: ____ <input type="checkbox"/> Damage Assessment <input type="checkbox"/> CERT Trained <input type="checkbox"/> Carpenter <input type="checkbox"/> Metal Worker <input type="checkbox"/> Plumber <input type="checkbox"/> Electrician <input type="checkbox"/> Heating <input type="checkbox"/> Equipment: ____ <input type="checkbox"/> Bus Driver <input type="checkbox"/> Material Inventory <input type="checkbox"/> Janitorial
Please List any Special Equipment, Materials or Facilities that you have that could be used during this Emergency/Disaster.			
Do you have any Health Limitations?			
I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify, and hold harmless the Town of South Thomaston and the County of Knox from all			

liability for any and all risk of damage or bodily injury or death that may occur to me (including any injury caused by negligence), in connection with any volunteer disaster effort in which I participate. I will abide by all safety instructions and information provided to me during disaster relief efforts. Further, I expressly agree that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the State of Maine, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. I have no known physical or mental condition that would impair my capability to participate fully, as intended or expected of me. I have carefully read the foregoing release and indemnification and understand the contents thereof and sign this release as my own free act.			
Volunteer	Sign:	Date:	

EMERGENCY MANAGEMENT VOLUNTEER LISTING (Fill in with volunteer information)

LOCAL COMMUNITY SERVICE GROUPS TYPICAL VOLUNTEER TASKS

South Thomaston People's UM Church
 Library (Warming Shelter)- Facility/Manpower/Mass Feeding
 Gilford B. Butler School- Facility/Mass Feeding
 Harmony Bible
 Spruce Head Community Church Warming Shelter)- Facility/Manpower/Mass Feeding
 Lions Club

LOCAL CONTRACTORS AND SUPPLIERS

CMD Power Systems Inc- South Thomaston Municipal Building emergency generator-**848-7702**
 J. K. Kalloch- Commercial Plowing -(Cell)-**542-9447**
 Keag Store- MOU- supplies for Warming Shelter -**596-6810**
 Maritime Farms- supplies for Warming Shelters- **353-8372**

**STATE OF MAINE
REQUEST for ASSISTANCE FORM**

Part I: REQUEST

01	Requested By: SOUTH THOMASTON SELECT BOARD	Date:	Time:
02	County: KNOX		
03	Jurisdiction: TOWN OF SOUTH THOMASTON		
04	Resource Requested:		
05	Location Requested:		
06	Remarks:		

Part II: ALLOCATION

07	Allocator:		
08	Resource Available:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
09	Resource Provider:	Telephone:	
10	Type/Quantity of Resource Allocated:		
11	Remarks:		

Part III: DISPOSITION

12	Location of Committed Resource:		
13	Resource Arrived:	Date:	Time:
14	Assigned to (Name):	Telephone:	
15	Resource Used For:		
16	Remarks:		
17	Resource Returned to:	Date:	Time:

ANNEX I - DAMAGE ASSESSMENT

PURPOSE

This annex will describe the actions to be taken and forms to be completed for the Town Damage Assessment program.

SITUATION AND ASSUMPTIONS

When extensive property damage, injuries, or loss of life occurs, a damage assessment expedites response and recovery operations.

The Road Commissioner will assess damages to town owned roads and bridges.

The Fire Department will be organized into Damage Assessment Teams in order to assess damages to homes, etc. American Red Cross and MEMA guidance will be used.

All damage assessments and repair cost estimates will be reported to the EOC, and then up-channeled to the Knox County EMA as soon as possible. A verbal report may be completed prior to a written one.

CONCEPT OF OPERATIONS

There are three phases of damage assessment.

Basic Situation Appraisal (MEMA Form 7): Accomplished by the Selectmen and the OEM Director to determine the need for immediate aid and to estimate the magnitude and severity of the situation. A MEMA Form 7 and instructions for completion follow this page. It is designed to measure impact as it relates to possible Emergency Disaster Declarations by the Governor or the President.

The MEMA Form 7 is sent by e-mail, phone, fax or hand delivered to the Knox County EOC as soon as possible. The Knox County EOC Director reviews the assessment information and forwards it to the Maine Emergency Management Agency (MEMA).

Preliminary Damage Assessment: This assessment is completed by State and Federal damage assessment personnel with input and guidance from local officials. These personnel will assess damages to publicly owned property (bridges and roads). They also verify private damages included on the submitted MEMA Form 7. The Knox County EMA is the liaison between these teams and local officials.

Damage Survey: After a Disaster Declaration by the President, State and Federal personnel conduct a more detailed survey for cost estimates of repairs to public property. The Select board provides guidance.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Select board is responsible for assuring an initial situation appraisal is conducted. The EMA Director is responsible for coordination with the county, state and federal personnel involved in damage assessment.

ADMINISTRATION AND LOGISTICS

Initial damage assessment reports to county may be verbal, but are followed with hard copy information on a Form 7 within 24 hours. Prompt submission of Form 7's is necessary for assistance from the State and federal governments in recovering from a disaster.

MAINE EMERGENCY MANAGEMENT AGENCY (MEMA) FORM 7 DAMAGE and INJURY ASSESSMENT

♦ Original ♦ Revision # _____	Date:
Type of Disaster:	Date(s) of Occurrence:
Jurisdiction (town, county, agency, etc.): South Thomaston	County: Knox
Population:	
Area Affected (northeast, west side, etc.):	
Information provided by:	
Name:	Title:
Address:	Day Phone:
	Evening Phone:

PUBLIC DAMAGE		
A	DEBRIS REMOVAL (trees, building wreckage, sand, mud, silt, gravel, vehicles, and other disaster-related material)	\$
B	EMERGENCY PROTECTIVE MEASURES (sandbagging, barricades, signs, extra police and fire, and emergency health measures)	\$
C	ROADS AND BRIDGES (roads, culverts, bridges, and associated facilities)	\$
D	WATER CONTROL FACILITIES (dams, reservoirs, shore protective devices, pumping and irrigation facilities, drainage channels, and levees)	\$
E	BUILDINGS AND EQUIPMENT (buildings, supplies, inventory, vehicles, and equipment)	\$

F	UTILITIES (water treatment plants and delivery systems, power generation and distribution facilities, sewerage collection systems and treatment plants)	\$
G	PARKS, RECREATIONAL, AND OTHERS (playground equipment, swimming pools, bath houses, tennis courts, boat docks, piers, picnic tables, cemeteries, and golf courses)	\$
TOTAL	\$	
PRIVATE NONPROFIT (education, medical, custodial care, emergency [fire departments, search and rescue, and ambulances], utility, and other [museums, community centers, libraries, homeless shelters, senior citizen centers, health and safety services.])	\$	
PUBLIC DAMAGE—GRAND TOTAL	\$	

NOTE: Report Individual Damage on the other side of this worksheet.

INDIVIDUAL DAMAGE FORM 7 Page 2			
Jurisdiction: South Thomaston, Maine		Date:	
PEOPLE AFFECTED Number	ASSISTANCE PROVIDED Number		
Deaths		Persons Evacuated	
Injuries		Persons in Public Shelters	
Missing			

**MAINE EMERGENCY MANAGEMENT AGENCY
DAMAGE AND INJURY ASSESSMENT FORM 7
ABBREVIATED INSTRUCTIONS**

Reasonable estimates are acceptable. Information should be reported to the Knox County Emergency Management Agency (EMA) within 24 hours of a request for information from Knox EMA or MEMA. Even if you consider damage in your area to be insignificant, please file this report. A complete picture of the impact of the disaster is necessary for State officials to decide if Federal assistance can be requested. Failure or delay in submission of this information may result in delay or loss of Federal assistance for your county and community.

General Information

Original or revision: Check one only. Each report should contain the current totals (all the damage up to that point). Number each revised report consecutively, i.e., first revision #1, second revision #2, etc.).

Type of disaster: Enter "flooding", "hurricane", "coastal storm", "earthquake", etc.

Information provided by: Person who should be contacted for more information.

Public Damage

Public damages are damages to government-owned properties and facilities. They are based on the cost of returning those properties to their pre-disaster condition. They also include out-of-pocket costs incurred by government in response to the disaster.

A. Debris Removal: The debris must be a direct result of the disaster. Enter costs incurred or projected for removing debris from public property. Do not include debris removal estimates from private property, unless local government has a legal responsibility to so. Include actual and estimated costs to remove debris from public roads and streets in your jurisdiction.

B. Protective measures: These can include the cost of search and rescue, demolition of unsafe structures, and actions taken by governmental forces to reduce the threat to public health and safety. The disaster must be responsible for your extra costs.

C. Road Systems: Cost to return property to its pre-disaster condition. Include only property owned by the jurisdiction (do not include any State or Federal Aid System roads, streets, bridges, etc.)

D. Water Control Facilities: Facilities owned, operated, or maintained by the local unit of government.

E 1. Public Buildings, Facilities and Equipment: This should include any equipment directly damaged by the disaster (not those damaged during response), replacement of broken windows, damaged roofs, etc.

E 2. Schools & School Property: Separate public school supplies and property from other public facilities and equipment. Do not include private, non-profit schools. They are included under Individual Damage.

F. Public Utility Systems: Enter all costs to repair damages to City or county owned utilities and utility systems. These can be the emergency repair and/or projected permanent replacement costs.
Total Public: Add totals in all public categories.

Individual Damage

Individual damages are damages to individuals, businesses and working farms (crops, livestock, buildings or equipment), and private non-profit facilities (for example, churches or private schools).

NOTE: Re-enter name of jurisdiction and current date at top of Page 2.

Residential: Primary homes are those used as reference for filing income taxes and voting. Homes may be considered "primary" which are necessary because of the location of employment. Secondary homes are usually vacation homes. If a secondary home is rented out, then damage to it would be listed under Business. Estimated values are acceptable. (Do not list homes situated on active farms in this section. They will be included under Agriculture.)

- a. Destroyed: Totally uninhabitable and beyond repair.
- b. Severely Damaged: Structural damage that cannot be repaired within 30 days. These houses are uninhabitable without major structural repairs.
- c. Moderately Damaged: Structural damage that can be repaired within a 30 day time period. These houses can be lived in with minor repairs.

Note: The Red Cross does not categorize major/minor damage in the same manner. You should be aware of this if you decide to utilize their damage assessment.

Mobile Homes: Use same categories of damage as houses above. Water above the floor of a mobile home for any significant length of time generally causes severe damage to it, even though some occupants may choose to move back in.

Note: Report numbers of homes damaged even if you do not at present know the value.

Total Residential: Include both Primary and Secondary Residences.

Business: Number Now Unemployed: Include only those who are unemployed due to the disaster. This can be the result of either business damage or their inability to travel to that business.

Agriculture: Include operating farms only. Damage to a rural located "farmhouse" and/or outbuildings that are not part of an operating farm should be listed under Residential.

Crop Land: Estimated dollar value of damage to field crops, fruit trees, and timberlands significantly damaged by the disaster.

Private Non-Profit Facilities: Do not include facilities supported by tax dollars and the responsibility of government. They should be listed in the Public Damage section.

Total Individual: Add Total Residential, Total Business, Total Agriculture and Total Private.

GRAND TOTAL: Add Total Individual Damage and Total Public Damage.

DAMAGE ASSESSMENT CHECKLIST

X	ACTION
	Recall all firefighters. Contact the Select board and Road Commissioner. These people will form core of the Damage Assessment Team (DAT). Seek out volunteers to assist.
	Assign roads and/or areas of towns to each Damage Assessment Team. Hand out damage forms for teams to record information.
	Assign hand held or vehicle radios or cell phones to each DAT.
	Dispatch teams with water, food, and foul weather clothing.
	Issue each DAT a disposable camera or a digital camera.
	Report damage information to the South Thomaston EOC at 390-0054. Damage reports will be reviewed by the Select board and submitted to the Knox County EMA Director.
	Request public to report damages of businesses and private property to the South Thomaston EOC.
	Consolidate damage assessment information, prepare the MEMA Form 7 and send the report to Knox County EMA as soon as possible.
	If severe or extended event, supply initial report to County and follow up with detailed information. Information should be reported at least daily if major disaster.

ATTACHMENT 1 - SEVERE WINTER STORMS

NATURE OF THE HAZARD

The Town is very susceptible to severe storms. The Mid-Coast can receive a great deal of snow and ice and air temperatures can drop to 30-50 deg F below zero. A portion of the private roads are single lane dirt roads. All Town roadsides are heavily forested.

RISK AREA

It is very easy for town residents to become trapped in their homes due to totally impassable roads. The major concern is the difficulty for emergency response by EMS and Fire Department.

Another area of concern is for elderly residents who lose the capability to heat their homes and fail to communicate the danger they are in.

Finally, the electrical power distribution system is very susceptible to damage by accumulating ice and downed trees. Residents can be faced with extended periods of time (up to two weeks) without electricity. This will create difficulties with heating, water supply, sanitation, and food preparation.

DIRECTION AND CONTROL

The Select board and EMA Director should consider activating the EOC during an extended severe winter storm. The EOC will organize water supply, heat assistance, emergency food supplies, and disaster volunteers for disaster response, setting up shelters, and collecting damage assessment information.

The Select board, in conjunction with the Road Commissioner is responsible for keeping the Town owned roads open for traffic.

RESOURCE MANAGEMENT

The EOC will ensure that there is enough heating and generator fuel, flashlights and First Aid. The EOC should have a portable, battery-operated radio, capable of receiving NWS transmissions.

ATTACHMENT 2 - FOREST FIRES

NATURE OF THE HAZARD

The Town is primarily forest land and fields. Most will be minor incidents that the Fire Department, with mutual aid support will be able to handle. This attachment will deal with a major, large scale wildland fire.

RISK AREA

The most severe threat will be to homes and the town roads.

DIRECTION AND CONTROL

All wildland fires must be reported to the KRCC who will in return notify the Fire Department. The Fire Department must quickly assess the situation and determine the scale of support needed and notify Maine Forest Service.

WARNING

Residents must be alerted immediately, in order for a safe and orderly evacuation to proceed. The IC will contact KXEMA to notify local radio and television stations. The warning should contain:

- 1) The nature of the emergency and current situation
- 2) What areas are affected
- 3) What actions need to be taken by which residents
- 4) Roads that are closed
- 5) Where can volunteers go to help

EVACUATION

The EOC will need to determine what routes will be used in order to evacuate residents. Attempt to post the evacuation routes and barricade the closed roads.

RESOURCE MANAGEMENT

The Town has no construction equipment. IC will request equipment as needed from local Businesses.

ATTACHMENT 3 - FLOODING

NATURE OF THE HAZARD

The Town is a very hilly area and has no lakes but does have a river and significant ocean frontage. There are also several streams located in Town. The town participates in the National Flood Insurance Program (NFIP).

RISK AREA

There approximately 51 structures in areas with a potential for major flooding. None of these homes are subject to destruction, but could have flooded basements.

All Town roads with slopes may face some runoff damage, which are mostly due to inadequate drainage capabilities in the roadways. There are several roads that can become damaged from major flooding, as shown on the town floodplain maps.

DIRECTION AND CONTROL

The Road Commissioner or Select board will be responsible for responding to flood damaged roads by initiating repair contracts or by contacting the Knox Station of the Maine Department of Transportation (for State-maintained road surfaces).

WARNING

The Road Commissioner or Select board will be responsible for posting any and all roads that he deems unsafe for vehicle or pedestrian traffic. The Road Commissioner would notify the Fire, EMS and EMA Departments.

RESOURCE MANAGEMENT

The Town does not have a public works department. All road work associated with flooding will require a contract for repairs. The Knox Station of the Maine Department of Transportation may be available for roadway repairs in the advent of a life emergency.

SOUTH THOMASTON PARCELS: prepared by Flood Plain Maps implemented Fall 2014

TOWN	COUNTY	MAP_BK_LOT FLD_ZN
South Thomaston	Knox	001-009 - 33 Beth Lynn Rd.
South Thomaston	Knox	001-012 - 12 Beth Lynn Rd.
South Thomaston	Knox	001-019 - 19 Beth Lynn Rd.
South Thomaston	Knox	001-024 - 22 School St.
South Thomaston	Knox	001-025 - 10 Lobster Cove Rd.
South Thomaston	Knox	001-122 - 29 Spruce Point
South Thomaston	Knox	001-123 - 19 Spruce Point
South Thomaston	Knox	001-145 - 21 Bufflehead Cove Rd.
South Thomaston	Knox	002-030-002 - 670 Spruce Head Rd. (Marina)
South Thomaston	Knox	002-038 - 36 Island Rd. (Marina)
South Thomaston	Knox	002-069 - 20 Seal Cove
South Thomaston	Knox	002-070 - 24 Seal Cove
South Thomaston	Knox	002-079 - 9 Elwell Point
South Thomaston	Knox	005-020-004 - 362 Waterman's Beach Rd. (Miller's)
South Thomaston	Knox	006-004 - 40 Maple St.
South Thomaston	Knox	006-027 - 88 Pleasant Beach Rd.
South Thomaston	Knox	010-007 - 282 Spruce Head Rd.
South Thomaston	Knox	014-023 - 8 Chapel St.
South Thomaston	Knox	014-051 - 4 Elm St.
South Thomaston	Knox	001-007 - 36 Bayberry Ln.
South Thomaston	Knox	001-008-001 - 11 Bayberry Ln.
South Thomaston	Knox	001-065 - 278 Island Rd. (Atwood Lobster)
South Thomaston	Knox	001-072 - 286 Island Rd. (Atwood Lobster)
South Thomaston	Knox	001-081-001 - 10 Maker Dr.
South Thomaston	Knox	001-084 - 329 Island Rd.
South Thomaston	Knox	001-085 - 307 Island Rd.
South Thomaston	Knox	001-088 - 295 Island Rd.
South Thomaston	Knox	001-090 - 291 Island Rd.
South Thomaston	Knox	001-091 - -----Island Rd.
South Thomaston	Knox	001-092 - 4 Bayview St.
South Thomaston	Knox	001-093 - 7 Bayview St.
South Thomaston	Knox	001-094 - 0 Bayview St.
South Thomaston	Knox	001-095 - 3 Bayview St.
South Thomaston	Knox	001-097 - 279 Island Rd. (Atwood Lobster)
South Thomaston	Knox	001-098 - 275 Island Rd. (Spruce Head Co-op)
South Thomaston	Knox	001-099 - 6 Powderhouse Cove
South Thomaston	Knox	001-100 - 8 Powderhouse Cove
South Thomaston	Knox	001-132 - 15 Little Dog Path
South Thomaston	Knox	001-140-003 - 28 Wharf St.
South Thomaston	Knox	002-076 - 98 Island Rd. (Spruce Head Lobster Co.)
South Thomaston	Knox	005-026-002 - 12 Lobster Buoy Campground
South Thomaston	Knox	006-006 - 22 Maple St.
South Thomaston	Knox	006-012 - 81 Pleasant Beach Rd.
South Thomaston	Knox	006-013 - 0 Pleasant Beach Rd.
South Thomaston	Knox	006-014 - 89 Pleasant Beach Rd.
South Thomaston	Knox	006-015 - 91 Pleasant Beach Rd.
South Thomaston	Knox	006-018 - 46 Blackberry Lane
South Thomaston	Knox	006-028 - 86 Pleasant Beach Rd.
South Thomaston	Knox	014-021 - ----- Chapel St.
South Thomaston	Knox	014-050 - 5 Spruce Head Rd.

ATTACHMENT 4 - HAZARDOUS MATERIALS ACCIDENT

NATURE OF THE HAZARD

Hazardous materials (HazMat) travel through and are stored in the Town every day. A HazMat accident can happen at any time at any location in town. However, there are certain areas in Town that are more susceptible to a HazMat accident than the other parts of town.

Personnel from the Fire Department may be the first to arrive at the scene of an accident or an incident involving HazMat. Most HazMat materials transported or stored in Town are fuel products. Flammability is the most likely hazard to personnel. Environmental contamination will be the most likely result.

Due to the limited resources, maintaining the proper level of safety will be a major issue.

RISK AREAS

Route #131 & Route #73 have not been identified as carrying reportable quantities of extremely hazardous materials (EHS); however there are other types of HazMat that may transit this corridor in limited quantities.

The largest concentration of stored fuels is at a gas station, automobile workshops, and lobster wharfs

Due to the fact that every home in town has heating systems, the potential for carbon monoxide leaks in homes is moderately high. Carbon monoxide is an inhalation hazard. The Fire Department has an SOP/SOG for responding to and resolving residential CO leaks.

CONCEPT OF OPERATIONS

Fire Department personnel have been trained to recognize the presence of hazardous materials, collect additional information on the HazMat material, implement personal protective actions, call for trained personnel and secure the area.

Personnel will assess the hazards, keeping in mind the personal safety of department personnel, as well as the safety of others who may be present. The KRCC fills out the AR-1 form with information provided by the IC. . The IC will refer to the 2012 US DOT Emergency Response Guidebook (ERG) for guidance.

The IC will request technical support from the Maine Department of Environmental Protection, by contacting the KRCC. The Maine DEP will have primary responsibility for the recovery efforts of a HazMat spill. All spills, to include fuel lost from an automobile during a vehicle accident will be reported to the Maine DEP.

The Fire Department will implement traffic and crowd control procedures. The IC will determine what protective actions (evacuations or shelter-in-place) outside the Hot Zone will be implemented. The 2012 US DOT ERG will be consulted for initial isolation and protective action distances.

Evacuees must be moved to a safe place of refuge using routes that will not cause exposure to the HazMat.

The IC will locate a decontamination area. All equipment and uninjured personnel leaving the "hot zone" will be isolated at the decontamination area.

The Department maintains and trains with carbon monoxide detection equipment and SCBA. Firefighters will shut off heating appliances and ventilate homes that have CO leaks.

DIRECTION AND CONTROL

The Select board, IC, and/or EMA Director will consider the activation of the EOC during a HazMat incident that causes residents to be evacuated or sheltered-in-place. .

ADMINISTRATION AND LOGISTICS

All Town Firefighters receive annual Haz/Mat: Awareness/Operations Training.

FIXED HAZMAT FACILITIES

Facility Name	Location	Chemical Name	CAS #	Quantity
Spruce Head Fisherman's Co-op	275 Island Road	Gasoline	8006-61-9	13,000 #
		Diesel Fuel	68476-34-2	26,000 #
McLoon's Wharf	327 Island Road	Gasoline	8006-61-9	1,000 #
		Diesel Fuel	68476-34-2	3,000 #
Atwood's Lobster	286 Island Road	Gasoline	8006-61-9	9750 #
		Diesel Fuel	68476-34-2	22750 #
Maine Coast	98 Island Road	Diesel Fuel	68476-34-2	3000 Gallons
Spruce Head Marine, Inc	36 Island Road (in boats and yard equipment tanks)	Diesel Fuel	68476-30-2	Weight Code 04 10,000 – 99,999 #
Spruce Head Marine, Inc	36 Island Road (in storage boats)	Sulphuric Acid (batteries)	7664-93-9	Weight Code 03 1000 – 9,999 #
Spruce Head Marine, Inc.	36 Island Road (in repair shop)	Sulphuric Acid (batteries)	7664-93-9	Weight Code 01 0 – 99 #
Maritime Market	279 St George RD	Gasoline	8006-61-9	12000 Gallons
Maritime Market	279 St George RD	Gasoline	8006-61-9	3000 Gallons
Maritime Market	279 St George RD	Diesel	68476-34-2	9000 Gallons
Paulsen Brothers	246 St. George RD	Diesel	68476-34-2	3000 Gallons

ATTACHMENT 5 – HOSTILE INCIDENT AT SCHOOL

NATURE OF THE HAZARD

The Town is a very small rural community with very few locations for public gatherings. The two primary locations in town that have a regular public gathering are the Elementary School and churches. A small improvised explosive device (IED) or an attack with small arms will be the most likely weapons for terrorists to utilize in an attack.

RISK AREA

The Town does not have law enforcement personnel and must rely on the Knox County Sheriff's Department/Maine State Police, dispatched through the KRCC. Fire Department/EMS will also be dispatched. Internal school policies will attempt to limit weapons from getting into the school in the hands of students, but the school officials have no way to protect against an attack which is in progress.

DIRECTION AND CONTROL

At the first indication of trouble, the KRCC must be notified.

The first arriving law enforcement officer will be the initial incident commander.

School officials will attempt to safeguard the children by evacuating them from the danger zone.

WARNING

Close contact between the School Officials and the Knox County Sheriff's Department must be established. Any "intelligence" that the Sheriff's Dept. receives that might be linked to possible eventual trouble at the school should be immediately provided to the School Superintendent.

EVACUATION

Careful consideration should be given to developing school policy regarding evacuations during terrorist attacks. A recent incident in a southern U.S. school was organized so that the children would evacuate into a "kill zone" by utilizing the fire alarm system. However, sheltering the children in their classrooms is also a way of trapping the children in the danger zone.

Additionally, an internal method for alerting teachers of the type of danger and what actions should be taken must be established. As mentioned above, using the fire alarm system could make the matters worse.

Locations for students to evacuate to must be established. These locations require a much greater distance from the school than a structure fire, since small arms fire and explosives have a much greater danger zone.

Once internal terrorist incident policies are established, drill evacuations should be practiced. Consider implementing a terrorist incident response training program for teachers and administrators.

ATTACHMENT 6 - PROLONGED POWER OUTAGE

NATURE OF THE HAZARD

The Town is very susceptible to a prolonged power outage. Severe storms all have the potential to cause a great deal of damage to the overhead power lines that run along tree lined roads. It is extremely likely that such an event would be regional in nature and therefore little help is expected from neighboring communities.

RISK AREA

The effects of a prolonged power outage will be that the normal tasks of heating, cooking, water collection, sanitation, waste removal, cleaning, food storage, information gathering, communication and acquiring supplies will be severely restricted or made impossible.

DIRECTION AND CONTROL

The EOC will be activated if the power outage goes into a prolonged period of time. The South Thomaston Municipal Building/Town Office is equipped with a generator.

The EMA Director will call in the outage information and community status to the Central Maine Power's outage reporting hotline (1-800-696-1000) and to the Knox County EOC.

The Fire Department will be used to coordinate all response and recovery.

EMERGENCY PUBLIC INFORMATION

STEOC will notify KXEMA to make the notification.

MASS CARE

Most residents will be able to stay in their own homes. Elderly and special needs individuals should be checked up on by the EMS Department to see if these people will need to be transported to a disaster relief shelter. Contact the Knox County EOC to determine what shelters have been established in the County and which may be used by Town residents. Depending on the length of the power outage, the Town may open one or both of their Warming Shelters for residents.

ATTACHMENT 7 – HURRICANE INUNDATION AREAS

NATURE OF THE HAZARD

Maine Hurricane Inundation Maps and Evacuation Maps have currently been updated by the U.S. Army Corps of Engineers, Maine State Emergency Management Agency (MEMA) Knox County EMA Geospatial Database Manager and local EMA Directors. These maps detail areas that would be affected by CATEGORY 1, 2, 3 and 4 Hurricanes. Many South Thomaston residents are located near or by ocean areas, hence vulnerable to Hurricane flood conditions. In addition, many other residences that are not specifically located within the Hurricane Inundation areas would be affected in the event of a hurricane because of road closures.(The ability to leave or return to residences would be impacted because of flooded roads.)

RISK AREAS

Areas that are listed are rated numerically by the numbers (quantity) of residences that could be affected and/or possibly have to be evacuated. The below areas are identified from CAT 1, 2 ratings which are the least severe storms. In the event of CAT 3 or 4 Hurricane it is should be understood that more areas will be impacted. Those areas are identified in the following section 7A. In the event of a CAT 3-4 Hurricane evacuation of these risk areas within the CAT 1, 2 areas become more critical.

Area 1 - Spruce Head Island- access to/from Halls Point, Elwell Point and Spruce Head Island cutoff at Village Road/Island Road Intersection continuing to Spruce Head Island Bridge (Areas on Spruce Head Island including Halls Point/Elwell Point are Island Rd above Powderhouse Cove Rd to the Burnt Head Island Bridge and McBride Road inclusive of Little Dog Path Rd. (SEE MAP A- PAGE 49)

Area 2- Ledge Road to Cliff Road- cutting off access to/from area. (SEE MAP B-PAGE 49)

Area 3- Keag Village area RT. 73- lower Elm St. to Dublin Rd, including Keag Bridge, Westbrook St. to Mill Pond. (SEE MAP C-PAGE 49)

Area 4- Dublin Road- Cuddy Cove area to lower Hayden Point Road. (SEE MAP D-PAGE49)

Area 5- Waterman's Beach Road at Snowdeal Lane. (SEE MAP E-PAGE 49)

Area 6- Route 73 (Spruce Head Rd) at Brookside Dr. and FR 180. (SEE MAP E-PAGE 49)

South Thomaston

Hurricane Inundation



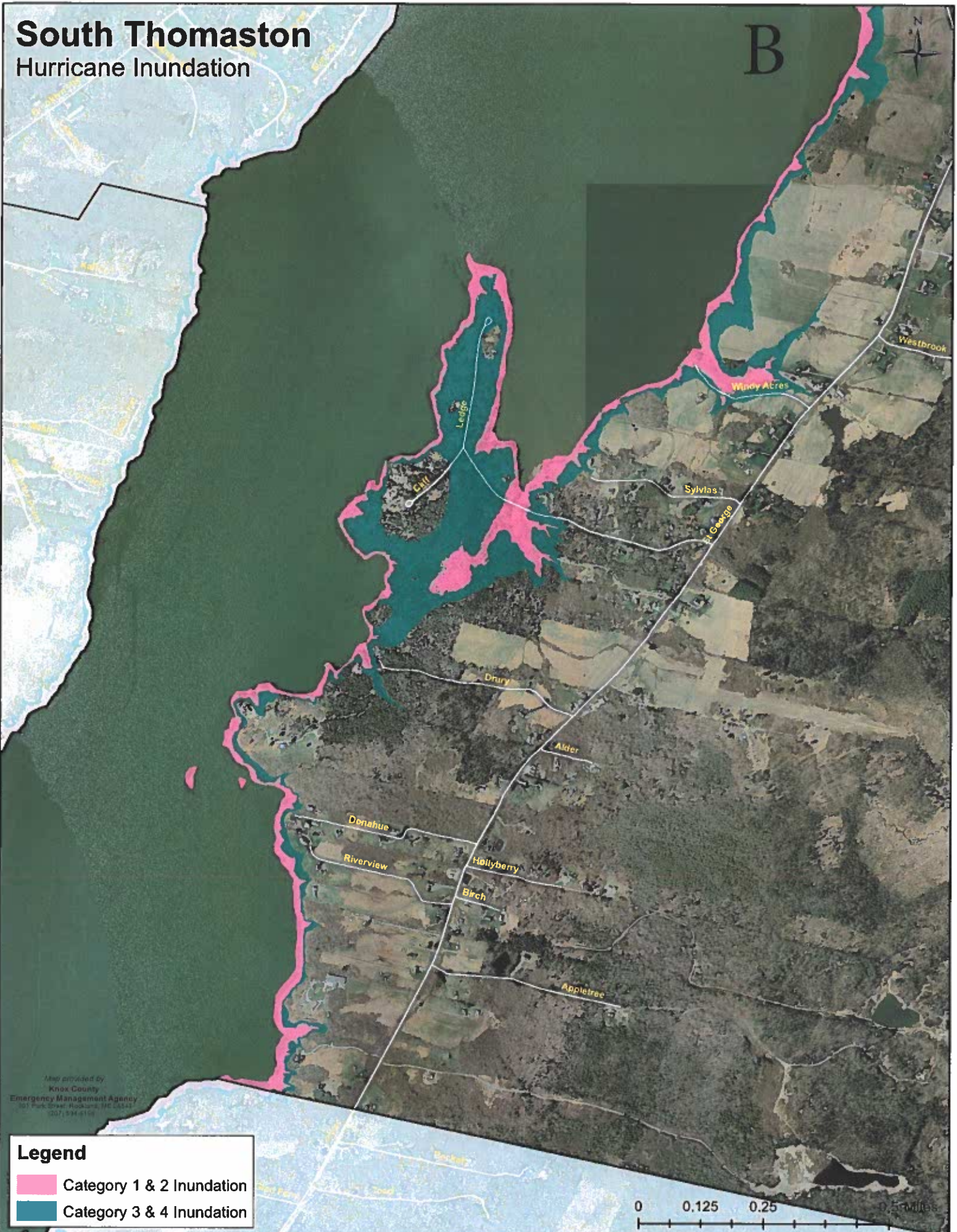
Legend

- Category 1 & 2 Inundation
- Category 3 & 4 Inundation

South Thomaston

Hurricane Inundation

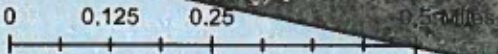
B



Map provided by
Knox County
Emergency Management Agency
301 Park Street, Rockport, ME 05544
(207) 534-6100

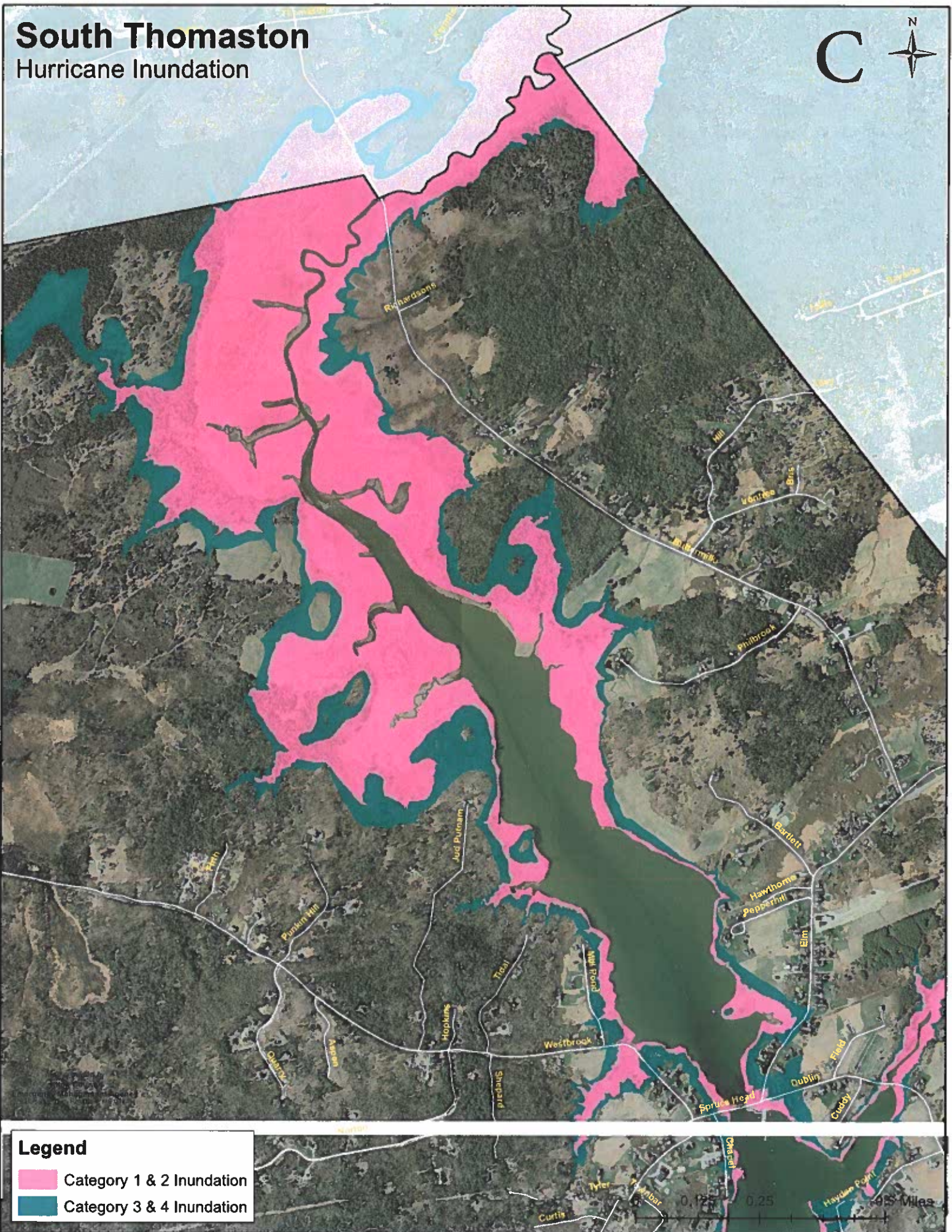
Legend

- Category 1 & 2 Inundation
- Category 3 & 4 Inundation



South Thomaston

Hurricane Inundation

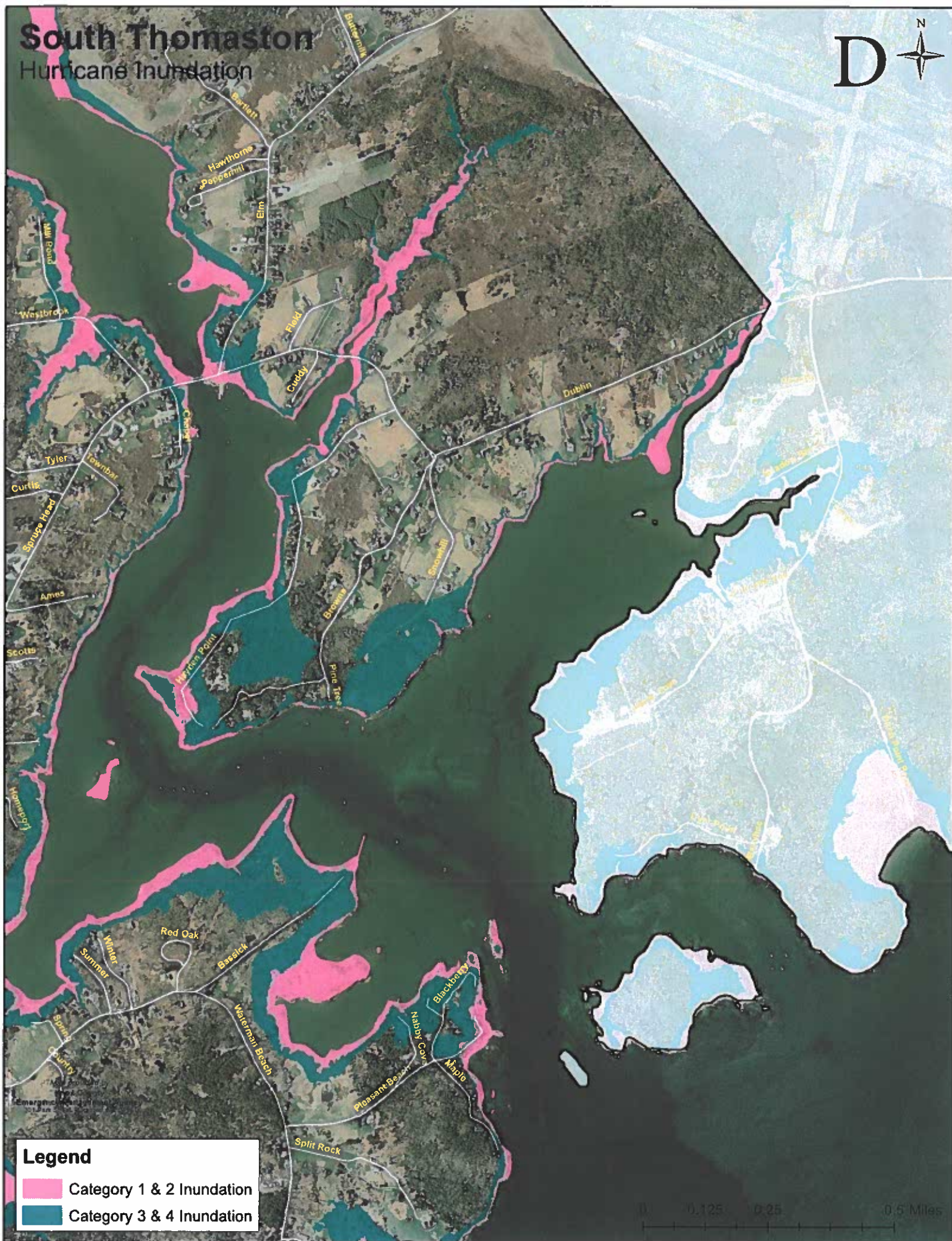


Legend

- Category 1 & 2 Inundation
- Category 3 & 4 Inundation

South Thomaston

Hurricane Inundation



South Thomaston

Hurricane Inundation

E



ATTACHMENT 7A – HURRICANE EVACUATION AREAS

Nature of the Hazard

Along with the updated Hurricane Inundation Maps, areas of evacuation have been identified for Category 1 and 2 as well as Category 3 and 4. These designated evacuation areas have been identified due to flooding, road closures and overall inaccessibility to enter or exit properties.

Risk Areas

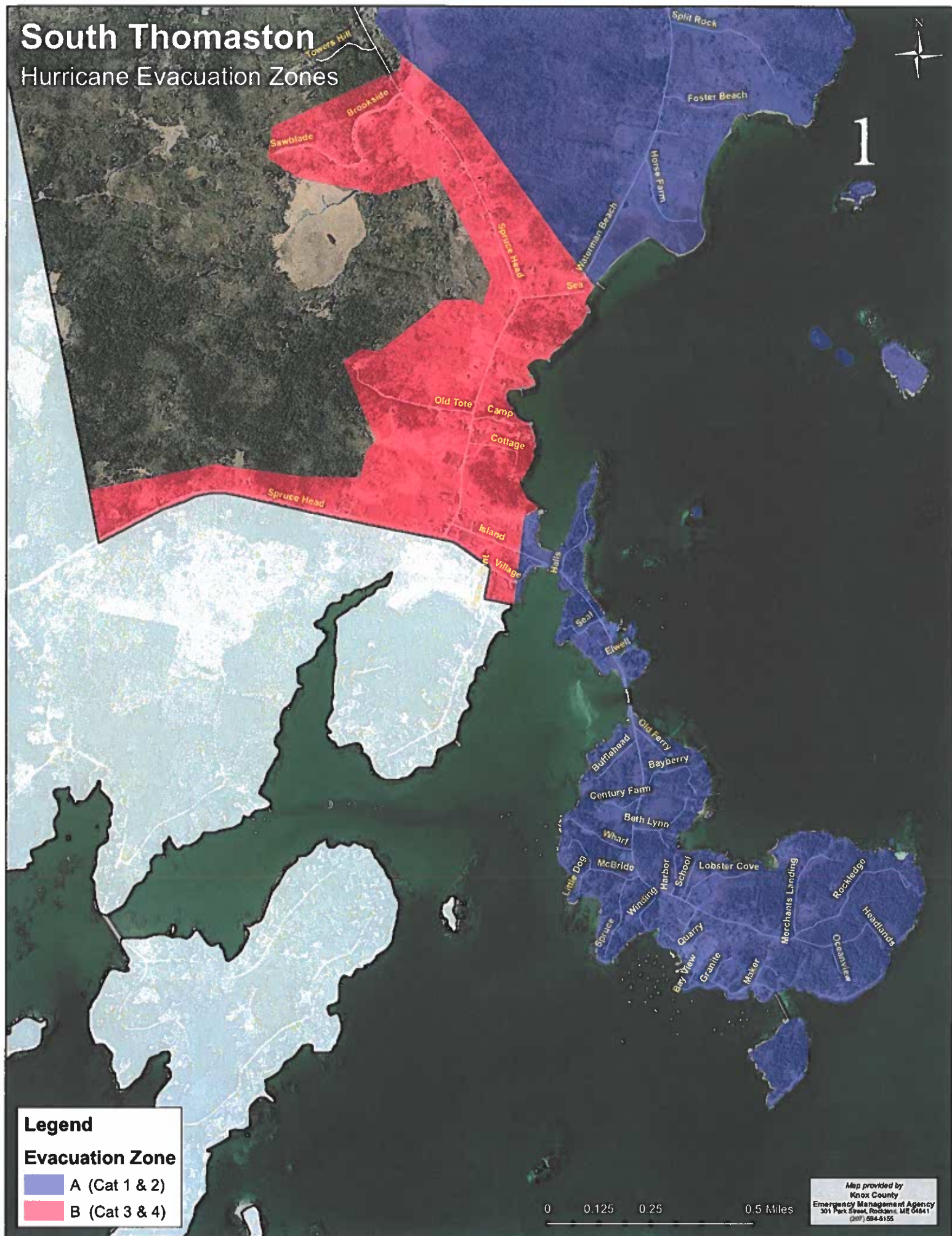
Because of the coastal nature of our community many roads would be impacted by flooding thereby isolating people. In order to provide safety to those in possible areas of harm these evacuation areas have been identified both for Category 1 and 2, Category 3 and 4. (See MAPS-1,2,3,4,5- Page 50.)

Evacuation

Evacuation Procedures set forth from ANNEX E on pages 21 and 22 will be used in the event of a Hurricane.

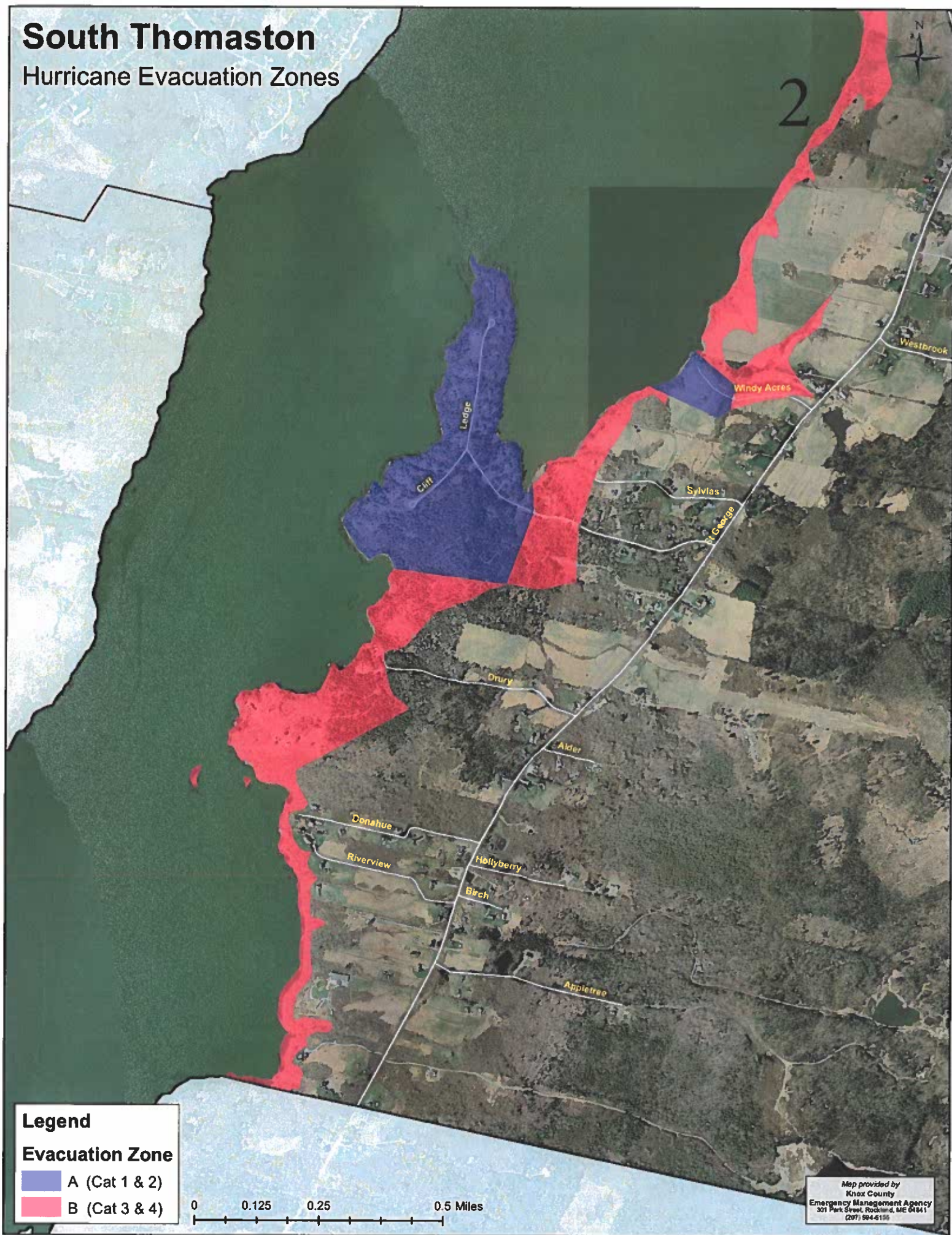
South Thomaston

Hurricane Evacuation Zones



South Thomaston

Hurricane Evacuation Zones



Legend

Evacuation Zone

- A (Cat 1 & 2)
- B (Cat 3 & 4)

0 0.125 0.25 0.5 Miles

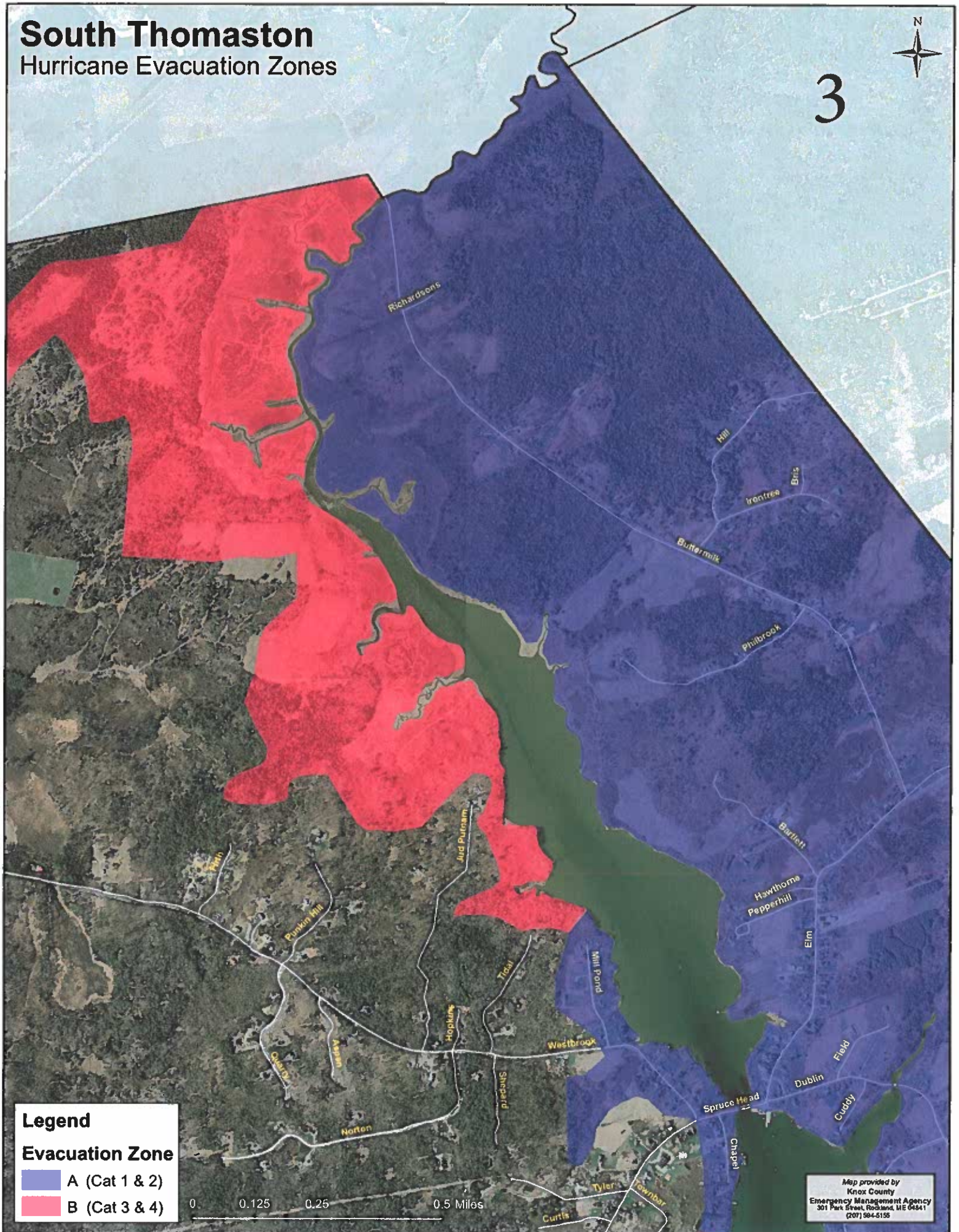
Map provided by
Knox County
Emergency Management Agency
301 Park Street, Rockland, ME 04841
(207) 594-6195

South Thomaston

Hurricane Evacuation Zones



3



Legend

Evacuation Zone

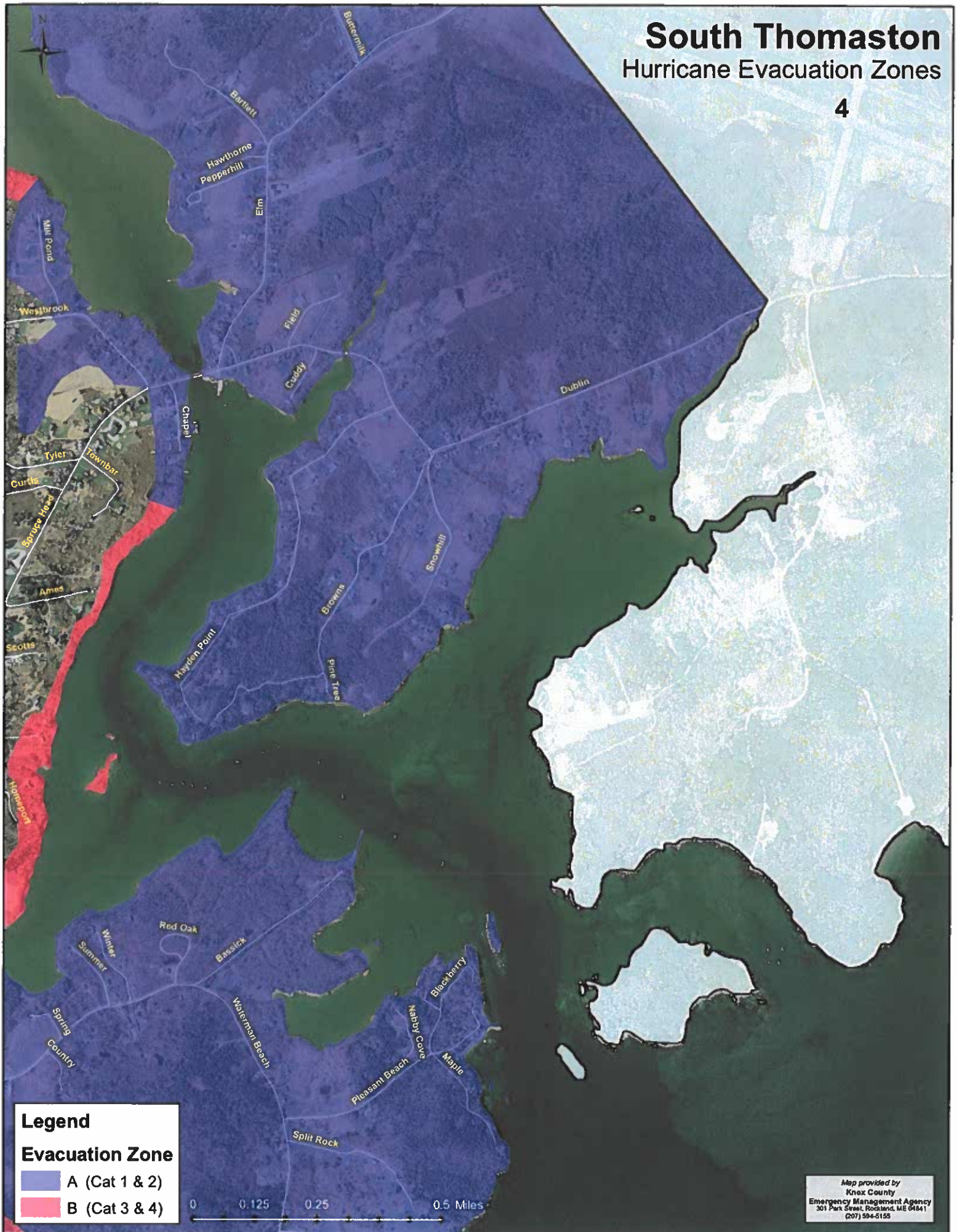
- A (Cat 1 & 2)
- B (Cat 3 & 4)

Map provided by
Knox County
Emergency Management Agency
301 Park Street, Rockland, ME 04841
(207) 584-5155

South Thomaston

Hurricane Evacuation Zones

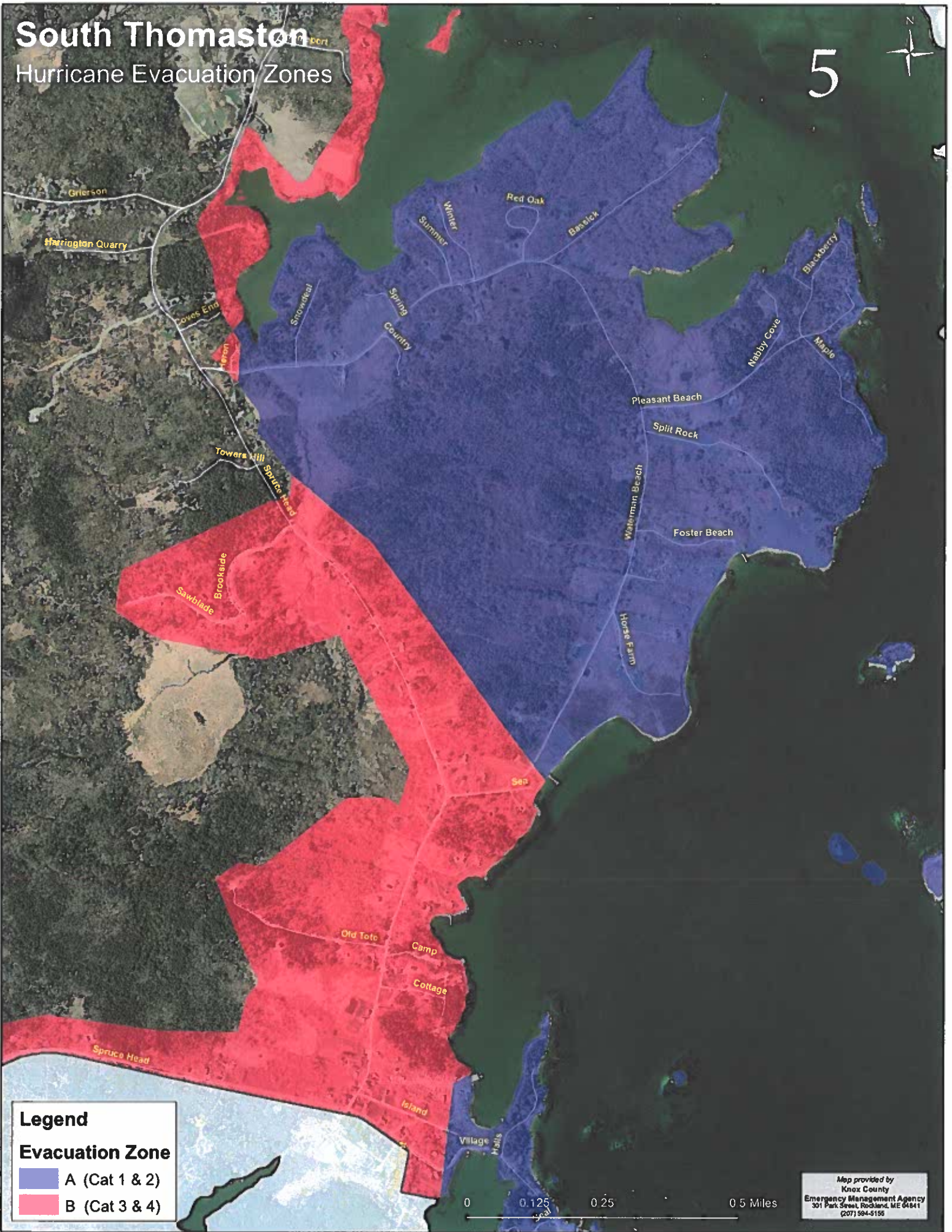
4



South Thomaston

Hurricane Evacuation Zones

5



Legend

Evacuation Zone

- A (Cat 1 & 2)
- B (Cat 3 & 4)

Map provided by
Knox County
Emergency Management Agency
301 Park Street, Rockland, ME 04841
(207) 594-5155

APPENDIX A

ABBREVIATIONS/CONTACT INFO

ARC: American Red Cross- 1-800-733-2767

EMA: Emergency Management Agency - 594-5155

EMA Director: Betty N. Thomas 594-7873

Emergency Medical Services (EMS) Director: Amy Drinkwater

c) 322-2309 EOC: Emergency Operations Center -390-0054

Fire Chief/Fire Warden: Bryan T. Calderwood -c) 975-7684

IAR: I Am Responding Internet based dispatch system

IC: Incident Command, person in charge of incident

Knox County EMA Director: Ray Sisk - 594-5155

Knox County Public Health (DHHS)-Drexel White- 596-4278
Knox Regional Communications Center, 9-1-1

Road Commissioner: Gerald Grierson - 594-5493

South Thomaston EOC -594-9305

Town Clerk- Terri Baines- 596-6584

