

The Municipality of Lincolnville, Maine



2006 Emergency Operations Plan

Lincolnville Office of Emergency Management (LOEM)
Lincolnville, ME 04849

Approved June 26, 2006

Lincolnton, Maine Emergency Operations Plan

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DISTRIBUTION

- € Lincolnton Office of Emergency Management
- € Lincolnton Fire Station
- € Lincolnton FD Incident Command Kit
- € Lincolnton Town Office Records
- € School Superintendent’s Office
- € Waldo County Emergency Management Agency

Lincolnvile, Maine Emergency Operations Plan

EMERGENCY PROCLAMATION and EMERGENCY POWERS

The Lincolnvile Board of Selectman 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 Board of Selectmen would result in a substantial delay in an effective response in alleviating or preventing an emergency or disaster, the First Selectman is authorized to take whatever actions are necessary to prevent the loss of life and property in the Town of Lincolnvile.

(B) Whereas, the Board of Selectmen is charged with the responsibility for the well being of citizens within said Town; and

(C) Whereas, the Board of Selectmen is in session only at special times, and when the First Selectmen is not available, they have empowered the Lincolnvile Emergency Management Director with the authority to proclaim an emergency state for or within the said Town should it exist.

(D) The Lincolnvile 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 Lincolnvile or destruction of the environment.

EMERGENCY OPERATIONS PLAN APPROVAL TOWN OF LINCOLNVILLE

The Emergency Checklist Plan for the Town of Lincolnvile has been approved.

_____ date _____
Selectman

EM Director _____ date _____

Lincolville, Maine Emergency Operations Plan

BASIC PLAN

PURPOSE

This emergency operations plan identifies hazards and vulnerabilities and the likelihood and severity these hazards will impact the communities 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 Lincolville 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 attacks. Statewide disasters may include flooding, prolonged power outages and severe winter storms. A Hazard Risk Assessment was completed with the following results:

Hazard	Ranking
Severe Winter Storm	1
Localized Flooding	2
Wildland/Forest Fire	3
HazMat (Transportation)	4
Mass Casualty Incident	5
Hostile Incident at School	6
Prolonged Power Outage	7

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

Since most of Lincolville is forestland, the entire town is very susceptible to an out of control **wildland/forest fire** and could cause severe property damage and limited loss of life.

A **Mass Casualty Incident** could occur resulting from a passenger vehicle accident, or as a result of any of the described disaster hazards. Since Lincolville does not have an ambulance, rescue squad, or hospital, this situation will be very difficult to manage. Response times will be delayed.

There are very few properties within the Lincolville Floodplain. The most likely damage from flooding will be to roadway sections that contain bridges or culverts and through erosion of gravel roads.

Though **hazardous materials** could be transported on any community road, the greatest traffic flow of hazardous materials is along Route One, Route 235, 173 and 52. The residences and public school along this traffic corridor are most susceptible to a HazMat incident.

The most likely **hostile incident at the school** would involve the public school complex. This contains the largest concentration and the most vulnerable people in the community. Attacks may involve the taking of hostages, bomb threats or explosions and/or mass shootings.

We have already experienced in recent years a **prolonged power outage** as the result of an ice storm. This will affect the entire and will have its greatest impact to living conditions during severe cold weather.

Other hazard events could occur, but are very unlikely. As such, this plan will develop an All-Hazards Emergency Response, but will define Public Health hazards in the Hazard Attachments.

Lincolville, Maine Emergency Operations Plan

HAZARD EVENT	VULNERABILITY LOCATION	LIKELIHOOD	MAJOR DAMAGES	DEATHS OR INJURIES
D				
Forest Fires	Entire Town	Occasional	Forests & Homes	Firefighters
HazMat Incident	State Routes	Occasional	Roadway	Residents & Responders
Mass Casualty	Anywhere	Occasional	None	School or Transport
School Attack	LCS	Remote	School	Students & Faculty
Flooding	Gravel Roads	Probable	Roadways	None
Power Outages	Entire Town	Probable	Frozen Plumbing	None
Winter Storm	Entire Town	Frequent	& Power Lines	Motorist or Elderly

The Town of Lincolville does have its own law enforcement, mutual aid agreements with the towns of Camden and Searsport, public works, hazardous materials response team, but does not have public transportation. Waldo County provides additional law enforcement. Regional hospitals are located in Belfast. The Town of Camden provides ambulance services. The State of Maine and Waldo County provide limited hazmat response. The school district could provide emergency public transportation. Public works are contracted through the Lincolville Road Commissioner. Fire Protection services are handled by the Town Fire Department, with occasional help from neighboring towns.

The likelihood of a disaster situation occurring in Lincolville that could cause multiple deaths or injuries is very low. There are no large passenger transportation services. There are no structures over two 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 winter storms and power outages. There are no major bridges or waterways in town and only a small number of business and homes are in small flood zones. The major portion of transported hazardous materials consist of petroleum products and the hazards would be localized. School attacks present the only real danger to life, but the likelihood is remote.

LINCOLNVILLE DEMOGRAPHICS, 2000 CENSUS

Population & Age Statistics

Total Year-Round Population	2042
Under 18 Years Old	505
18 to 24 Years Old	67
25 to 44 Years Old	576
45 to 64 Years Old	608
65 Years Old & Over	286
Median age	42

Housing & Density Statistics

Total Housing Units	1272
Occupied Housing Units	846
Owner-Occupied Housing Units	717
Renter-Occupied Housing Units	129
Vacant Housing Units	426
People per square mile	
Houses per square mile	

Social and Economic Statistics

Total Labor Force, 2000	1,119	Per Capita Income, 2000	\$21,621.00
Median Household Income, 2000	\$42,273		
Total Municipal Valuation, 2005	*\$291,155,600.00		

* Not a Census Bureau Statistic

Lincolville, Maine Emergency Operations Plan

CONCEPT OF OPERATIONS

The Emergency Management (EM) Director is responsible to the Board of Selectmen for coordinating disaster response activities, requesting resources from mutual aid partners and from the County and for compiling disaster information. The Board of Selectmen 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 Waldo County Regional Communication Center (WCRCC) radio-page to the Lincolville Fire Department, a Waldo County EMA “Fan-out” or by announcements on area television and/or radio broadcasts.

Any one of the Selectmen or the EM 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 will be recalled to man the EOC.

The Board of Selectmen 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 Waldo County EMA to the Maine EMA and Governor. The Governor may declare a disaster within certain or all parts of Waldo County and make State resources available to save lives, protect property and aid in disaster recovery.

The only emergency response force in Lincolville is the Fire Department. The Fire Chief or Senior Fire Officer may request Aid from neighboring communities. Currently, the Fire Department and the Office of Emergency Management (OEM) both have written mutual aid agreements with several other towns.

For a localized emergency, such as a mass casualty incident, an Incident Commander (IC) will assume command at the scene. Communications will be established between the IC and the EOC. Most of the Logistical, Finance and Planning capabilities will be located at the EOC. The IC will retain all Operations Section personnel and some limited Logistical and Planning support.

For a wide area emergency, such as a severe winter storm, 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. A large forest fire in the next community could eventually impact Lincolville, and certain preparedness actions should be started by the EOC.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

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

Board of Selectmen:

1. Assumes responsibility for the overall response and recovery operations by the municipality.
2. Approves the EOC manning assignments recommended by the EM Director.
3. Establishes a public disaster assistance program.
4. Approves press releases to the media.
5. Oversees the Damage Assessment program.

Lincolntonville, Maine Emergency Operations Plan

Emergency Management Director:

1. Establishes and maintains the town EOC.
2. Develops all town emergency plans and procedures.
3. Coordinates with Waldo 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.

Fire Chief

1. Oversees all fire department resources and directs fire department operations.
2. Responsible for initiating and implementing emergency evacuations.

Fire Warden: Coordinates with the Maine Forestry Service.

Road Commissioner:

1. Coordinates road repair and maintenance.
2. Responsible for organizing the Damage Assessment program.

Shelter Officer: Appointed during emergency by Board of Selectmen to establish a Disaster Shelter.

Town Clerk and Finance Director:

1. Maintains EOC telephones and records information.
2. Tracks disaster expenditures and pays bills authorized by the board of Selectmen.

Town Police Chief

1. Notifies town residents of special meetings and assistance programs.
2. Point of contact with law enforcement agencies.

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

Harbor Master: Coordinates services and assistance to the Harbor users.

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.

ADMINISTRATION AND LOGISTICS

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

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

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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.

Lincolnton, Maine Emergency Operations Plan

All town disaster expenditures must be approved by the Board of Selectmen 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 EM Director when noted.

The EM Director maintains a file of recommended changes or improvements. He reviews the entire plan annually and ensures that all procedures, policies, data and responsibilities are current and reflect actual assignments.

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

AUTHORITIES AND REFERENCES

A. Authorities

- The " Emergency Management Ordinance of the Town of Lincolnton", 2006.
- Title 37B, Chapter 13, Maine Revised Statutes Annotated (MSRA), the Maine Emergency Management Act, as amended.
- Public Law 92-81, 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

Lincolnvile, Maine Emergency Operations Plan

MAP of the TOWN of LINCOLNVILLE

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Lincolville, Maine Emergency Operations Plan

ANNEX A - DIRECTION AND CONTROL

PURPOSE

The Town of Lincolville does not employ any full-time and/or paid emergency responders. All town officers and response personnel are serving in a volunteer status. 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 Lincolville EOC will be established by the Board of Selectmen or EM 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 **June 18, 2006**, the Town of Lincolville has established the National Incident Management System (NIMS) as the municipal standard for incident management. This system provides a consistent approach for the Town of Lincolville, Waldo 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 of Lincolville 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 Lincolville emergency and disaster responders for incident management.

Normally, initial notification of an emergency will be a radio-page from the Waldo County Regional Communications Center (WCRCC) to the Fire Department's volunteer firefighters. There are no firefighters on shift duty. Disaster or major emergency notifications will most likely come from the National Weather Service (NWS), the Emergency Alert System (EAS), the WCRCC radio-page Fire Department, a Waldo County EMA "Fan-out" to the EM Director, or by announcements on area television and/or radio broadcasts.

The Selectmen have responsibility for the continuance of local government operations. The EM Director assists the Board of Selectmen in this task. Any one of the Selectmen or the EM 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 will be recalled to man the EOC. The EOC can be activated at three different manning levels.

EOC ACTIVATION LEVELS

LEVEL	STATUS	ACTION
1	Standby	EOC Set up and ready to be activated
2	Increased Readiness	EM Director man the EOC on a temporary basis
3	Full Activation	Entire EOC staff recalled; 24 hours shifts established

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The primary Emergency Operations Center (EOC) is set up at the Lincolville Center Fire Station on Beach Road. The alternate EOC is located at the Town Office on Hope Road. The EOC's communications capabilities include telephone and 2-way radios. All Fire Department personnel can be reached through the WCRCC via radio-pagers. The Waldo County EOC is located at 45A Congress St. Belfast, ME.

If an on-scene command post is established, the incident commander is the senior officer on the scene from the emergency service best suited to handle the situation. For a situation involving a fire or hazardous materials, the Incident Commander will be the Fire Chief. For any incident involving a terrorist situation, Police Chief or the most senior law enforcement officer from the County or State Police will be the Incident Commander. The command post keeps the EOC informed of the situation. The Lincolville EOC keeps the Waldo County EOC informed.

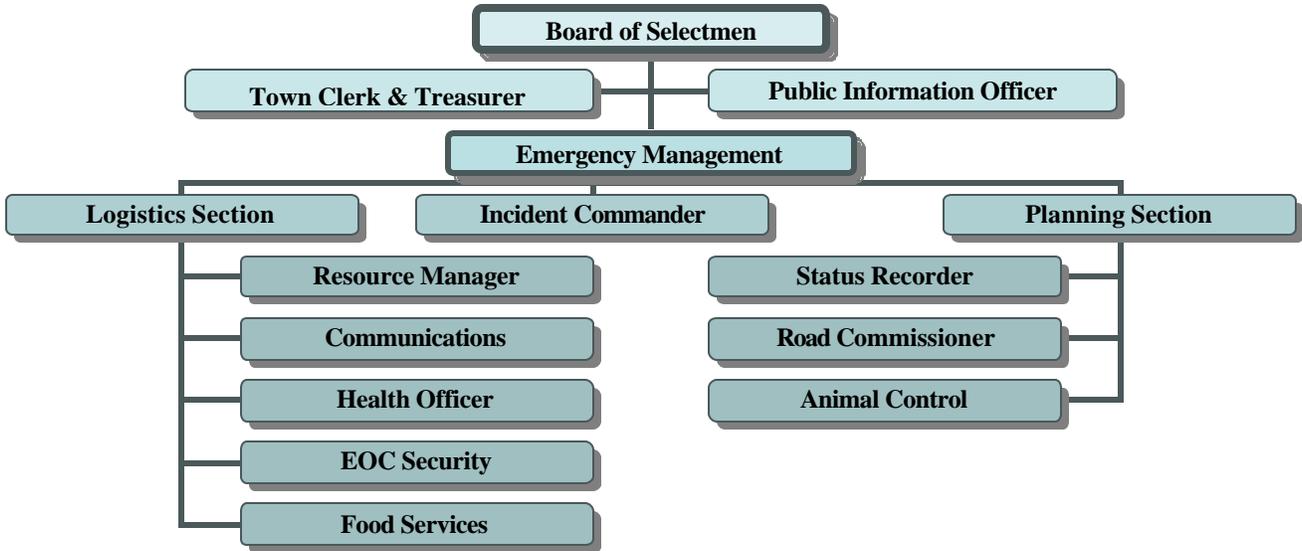
ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

The Board of Selectmen exercise broad control over emergency operations. The Selectmen provide guidance on policy and approve information for the public. Town officers manning the EOC assure work is accomplished in a mutually supportive way. The EOC staff maintain contact with field forces and record their status, issue instructions to personnel, monitor progress, and keep the Selectmen informed.

When directed by any one of the Selectmen or by the EM Director, the EOC will be established and manned. At the discretion of the Selectmen or EM Director, the following town officials and volunteers may be included in the Town EOC:

Board of Selectmen	Make policy decisions and have responsibility for emergency response within the Town. They will carry out welfare general assistance as required.
Emergency Manager	Maintains the EOC and advises officials and agencies on emergency procedures. The EM Director activates the EOC when necessary, coordinates resources, emergency response and recovery efforts, and compiles damage assessment reports.
Town Clerk/Fin. Dir.	Maintains official town documentation and completes all financial transactions, once approved by the Board of Selectmen.
Fire Chief	Directs the actions of the Volunteer Fire Department.
Fire Warden	Coordinates with the Maine Forest Service on all Forest Fire issues.
Police Chief	Post officials notices to the public. Provides security for the EOC.
Animal Control Officer	Directs all actions dealing with animal emergencies.
Health Officer	Responsible for all public health issues. Coordinates with local hospitals and EMS units. He is responsible for protecting the public's health.
Road Commissioner	Completes all roadway damage assessment actions and develops repair cost estimates.
Public Information	A volunteer will be selected to provide emergency information to the public and to provide news releases to the media.
Resource Manager	A volunteer will be selected to coordinate procured and donated supplies and materials. This individual will also be responsible for acquiring additional transportation and facility assets that are needed.
Communications Officer	Answers the phone and base radio. Dispatches emergency personnel.
Food Services	Organizes feeding and refreshments for EOC staff and emergency response personnel.
Status Recorder	Updates Incident Status information.
Volunteer Coordinator	Contacts and in-process all disaster volunteers. Works for the Resource Manager.

Lincolville, Maine Emergency Operations Plan



Lincolville EOC Layout

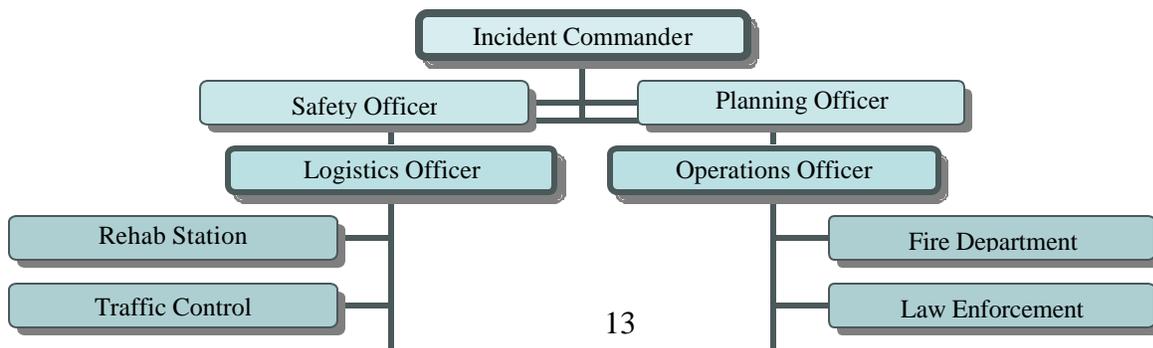
The following emergency functions will be accomplished during an emergency in Lincolville.

Law Enforcement: The Town of Lincolville relies on the Waldo County Sheriff's Department 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 WCRCC to coordinate additional law enforcement requirements.

Fire Services: The Lincolville Fire Department consists of volunteer 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 Town of Lincolville relies on Camden First Aid Ambulance Service for Emergency Medical Services. Operational communications will be established between the Incident Commander on scene and the Senior EMS Officer. The EOC will maintain landline communications with the regional hospitals.

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



Lincolville, Maine Emergency Operations Plan

ADMINISTRATION AND LOGISTICS

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

Only the Selectmen may authorize emergency town expenditures. This will be done on a town warrant.

Situation reports are compiled twice daily or as requested and forwarded to the Waldo 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 then the Town of Lincolville can provide should be submitted to the Waldo County EMA by the Selectmen or OEM Director.

The Town of Lincolville is extremely 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	Waldo County EMA 338-3870	Maine EMA 1-800-452-8735	FEMA Region I
Law Enforcement	Waldo County Sheriff 911	Maine State Police 1-800-452-4664	FBI 947-6670
Fire Protection	Searsmont FD Northport FD	Any Waldo Co.FD	
Public Works	Contract Services Road Commissioner 763-3287	Central Maine Power 1-800-696-1000	Lincolville Telephone Co 763-9911
Ambulance Services	Camden First Aid Ambulance 236-2000		
Hospitals	Waldo County Gen. 1-800-649-2536		
Red Cross	Pine Tree Chapter 594-4576		
Environmental Protection	Maine DEP 1-800-482-0777	U.S. EPA 1-800-424-8802	Maine Forest Service 287-2791
National Weather Service	NWS (Gray) 1-800-482-0913		
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 1-800-442-6305	Military Shipments 1-800-851-8061	Center for Disease Control

Lincolnton, Maine Emergency Operations Plan

Lincolville, Maine Emergency Operations Plan

The Town of Lincolville uses the National Incident Management System (NIMS) version of the Incident Command System (ICS). During any emergency, an Incident Commander 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 Lincolville 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, if possible, the SFO will seek to establish a Unified Command in order to represent the jurisdiction of the Town of Lincolville.

A Lincolville IC or member of a Unified Command will maintain communications with and report to the Lincolville EOC, which will oversee all municipal activities. Most Planning, Logistics and Finance Section duties will be carried out at the Lincolville EOC. 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 |
|--------------------------|--|
| <input type="checkbox"/> | EOC Alert Status: |
| <input type="checkbox"/> | EOC Notification From: |
| <input type="checkbox"/> | Consider need to declare an emergency. |
| <input type="checkbox"/> | Notify all EOC staff and volunteers. |
| <input type="checkbox"/> | Activate and test all equipment. |
| <input type="checkbox"/> | Begin message and event logs. |
| <input type="checkbox"/> | Inspect emergency generator for fuel and start capability. |
| <input type="checkbox"/> | Begin plotting and posting events. |
| <input type="checkbox"/> | Brief staff upon arrival. |
| <input type="checkbox"/> | When "manned and ready", report to Waldo County EMA (338-3870). |
| <input type="checkbox"/> | Review staffing pattern to ensure 24 hr. capability (If needed). |
| <input type="checkbox"/> | Conduct "time check". |
| <input type="checkbox"/> | Brief elected officials on status of EOC. |
| <input type="checkbox"/> | Check on food, water, and sanitation supplies and make appropriate arrangements. |
| <input type="checkbox"/> | Submit verbal and written situation reports to County EMA (Fax 338-1890). |
| <input type="checkbox"/> | Establish EOC security procedures. |
| <input type="checkbox"/> | Conduct periodic briefings for EOC staff. |
| <input type="checkbox"/> | Determine shelter requirements, status of electrical and telephone, road damages/closures, isolated personnel, medical problems, weather conditions, etc. |
| <input type="checkbox"/> | Review procedures for requesting assistance. Contact contractors for assistance. |
| <input type="checkbox"/> | Maintain records of expenditures. |
| <input type="checkbox"/> | 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. |
| <input type="checkbox"/> | Brief oncoming shift personnel of all events and pending actions. |
| <input type="checkbox"/> | Prepare initial damage assessment information for submission to Waldo County EMA. |
| <input type="checkbox"/> | Contact area volunteer groups to assist with emergency recovery operations. |

Lincolntonville, Maine Emergency Operations Plan

8	<p>Population Effects/Sheltering: ___ Dead ___ Injured ___ Missing ___ Evacuated</p> <p><input type="checkbox"/> Evacuations Ordered From/To or Area Affected _____</p> <p>Shelters: (location, capacity, status)</p> <p>Location(s) _____, _____, _____</p> <p># Shelters Open _____ Total Occupancy _____</p> <p><input type="checkbox"/> In place sheltering ordered <input type="checkbox"/> Curfew in effect (to)</p>
	Jurisdiction:
9	SIT REP Summary/Notes/Comments:
10	<p>Infrastructure Impacted:</p> <p>Major Roads/Highways/Bridges Closed: _____</p> <p>Water/Sewer/electrical: _____</p> <p>Airports/Railways/Ports/Other Closures: _____</p> <p>Communications - towers, telephones: _____</p>
11	<p>Emergency Services: (Fire, EMS, Law Enforcement, Public Works, Hospitals, Volunteers, etc.)</p> <p>General Activities:</p> <p>Depts./Facilities/Equipment out of service:</p> <p>Mutual Aid Activities:</p>
12	<p>Damage Assessment: Underway <input type="checkbox"/> Y <input type="checkbox"/> N Form 7's to be submitted.</p> <p>Estimated % Complete: _____ Public</p> <p>Estimated % Complete: _____ Private</p> <p>Estimated % Complete: _____ Homes</p> <p>Estimated % Complete: _____ Business/Economic</p>
13	<p>Assistance Required: <input type="checkbox"/> No <input type="checkbox"/> Being Prepared <input type="checkbox"/> Attached</p> <p><i>If assistance is required please attach a completed Request for Assistance</i></p>

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14	Prepared By: _____ Approved: _____ Time Sent: _____ Delivery Method: <input type="checkbox"/> Voice <input type="checkbox"/> Fax <input type="checkbox"/> email <input type="checkbox"/> Packet Radio <input type="checkbox"/> Courier <input type="checkbox"/> Modem
----	---

**THE CONTENT OF THIS FORM IS INFORMATIONAL ONLY
AND DOES NOT CONSTITUTE A REQUEST OF ANY TYPE**

Rev 4/27/05

Lincolnton, Maine Emergency Operations Plan

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 Waldo 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 Waldo 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.)

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ANNEX B - COMMUNICATIONS

PURPOSE

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

SITUATION AND ASSUMPTIONS

Most local emergencies should leave the telephone system intact, however certain disasters, such as a severe winter 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 radio is functioning or unable to reach the intended party, runners may be used as an emergency stop-gap measure. Volunteers with appropriate vehicles (4WD, ATV, snowmobiles, etc) will be requested to support this measure. Consideration should also be made to using and compensating volunteers with cellular and satellite phones. Additionally, Waldo County EMA can activate ARES/RACES HAM radio personnel.

CONCEPT OF OPERATIONS

The EOC shall communicate by telephone whenever possible. The primary EOC phone number is (Lincolnvile Center Fire Department) 763-3898. The Alternate EOC (Town Office) phone number is 763-3555. Lincolnvile Beach Fire House is 789-5298

The Fire Department has eight hand-held two-way radios with Knox County, WCRCC, State Fire, Waldo EMA and several local fire department radio frequencies. Radio traffic may be relayed through the radio base station at the Fire Station.

The Fire Station has a multi-channel two-way radio base station. Contact with the WCRCC and Waldo County EMA is possible. All the volunteer firefighters are issued a radio-pager. Page-outs may be initiated from the Fire Station or the WCRCC through the Knox Co. Communications. The Fire Station also maintains a radio scanner. All fire trucks are equipped with mobile truck radios and there are a total of 12 mobiles.

The Town Office (tadmin@town.lincolnvile.me.us) and Fire Department (lvfd@town.lincolnvile.me.us) (eugley@tidewater.net) both 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. (763-4545)

If the telephone system is down, then the radio system will become the primary means of communication. However, if power is lost, many of the radios and pagers may die if there is no means of recharging them. In this case, it may become necessary to set up a system of "runners". Runners are people with transportation who will be used to hand deliver messages.

ADMINISTRATION AND LOGISTICS

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

Lincolnton, Maine Emergency Operations Plan

Consideration should also be made to determine what private communication assets may be borrowed or rented from local residents and volunteer groups.

Lincolntonville, Maine Emergency Operations Plan

LOCAL TELEPHONE LISTING see attached sheet

POSITION	NAME	OFFICE TELEPHONE	HOME TELEPHONE
	SEE ATTACHMENT SHEET		
First Selectman			
Second Selectman			
Third Selectman			
TOWN OFFICE			
FIRE STATION			
Lincolntonville Post Office	Center 763-3222 Beach 789-5346		
Town Clerk			
OEM Director			
Fire Chief			
Town Fire Warden			
Police Chief			
Road Commissioner			
Emergency Medical Services			
Code Enforcement Officer			
Animal Control Officer			
Health Officer			
Plumbing Inspector			
School Superintendent			
Shelter Officer	Trained Shelter managers- 763-4296	Janice Kay	Tom Sadowski
Public Information Officer			
Resource Manager			
Damage Assessment			
Communications Officer			
Food Services			
Status Recorder			
Volunteer Coordinator			

RADIO FREQUENCIES

	Receive	Trans
Waldo County Sheriff's Department	156.030	159.030
Waldo County EMA	155.760	155.760
Waldo County North Tower- FD	155.385	153.950
Lincolntonville Vol. Fire Department	154.265	154.265
State Fire	154.310	154.310
Statewide Car to Car	154.695	154.695
Waldo Search & Rescue	155.160	155.160
Knox County Communications	153.9725	155.8725
Waldo County EMA Repeater	155.760	158.970
Maine State Police	154.905	154.905

Lincolnton, Maine Emergency Operations Plan

EXTERNAL CONTACTS

AGENCY	LOCATION	TELEPHONE #
American Red Cross	Pine Tree	594-4576
Camden First Aid Ambulance	Camden	236-8087
Central Maine Power -Fire Emer. only	Augusta	1-800-535-5532
CHEMTREC	Washington D.C.	1-800-424-9300
Civil Air Patrol	72 Broadlawn, Brewer	989-2842
FEMA Region I	Maynard, MA	617-223-9540
Forest Fire Control	Augusta	287-2275
General Aviation Weather	Bangor International Airport	1-800-992-7433
Maine DEP	Augusta	1-800-482-0777
Maine DOT (Spill Contain)	Augusta	289-2551
Maine EMA	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	1-800-452-4664
National Response Center	2100 2nd St. SW, Wash D.C.	1-800-424-8802
National Weather Service	1 Weather Lane, Gray	1-800-482-0913
Poison Control Center-		1-800-442-6305
Radio Station - WQSS- 102.5	150 Whitten Road- Augusta Me, 04530	623-9000
Radio Station - Fm 90.5 WMEP Camden- Maine Public Broadcasting	309 Marginal Way, Portland, 04101 news FAX- 761-0318	1-800-884-1717 radionews@mpbn.net
Television Station-WABI/5	35 Hildreth St., Bangor	947-8321
Television Station-WLBZ/2	Mt Hope Ave, Bangor	942-4821
Television Station-WMEB/12	65 Texas Ave, Bangor	941-1010
Television Station-WVII/7	371 Target Ind. Circle, Bangor	945-6457
Waldo County EMA	45A Congress St., Belfast	338-3870
Waldo County General Hospital	Belfast	338-2500
Waldo County Sheriff	45A Congress St., Belfast	1-800-660-3398

FAX MACHINE DIRECTORY

OFFICE	TELEPHONE NUMBER
Town Office	763-4545
Waldo County EMA	338-1890
Waldo County Sheriff	338-9257
Waldo County Hospital	338-6029
Maine EMA	287-4079

Lincolville, Maine Emergency Operations Plan

ANNEX C - WARNING

PURPOSE

This annex describes the current warning capabilities of the Town of Lincolville and Waldo County.

SITUATION AND ASSUMPTIONS

The primary National Warning System (NAWAS) warning point for Waldo County is the Waldo County Regional Communications Center (WCRCC) located at 45 Congress St. in Belfast. The WCRCC number is 1-800-660-3398 or 911. The WCRCC is staffed on a 24-hour basis and notifies jurisdictions of warnings received. The Waldo County EMA 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 primary local warning point is the Lincolville Center Fire Station, located at 209 Main Street. The secondary warning point is the Lincolville Town Office. The Fire Department members and EM Director can be radio-paged out by the WCRCC. The EM Director is responsible for alerting the Selectmen and town officers. He is also responsible for providing warning to the Lincolville Central School and the public via warning devices and mobile notification.

CONCEPT OF OPERATIONS

The dispatcher at the Waldo County Warning Point (WCRCC) fans out information to the local jurisdictions, by contacting the municipal emergency management directors.

The Emergency Alert System (EAS) is activated according to the Maine Emergency Alert System Plan. The Lincolville OEM Director may contact the Waldo County EMA Director or WCRCC to request activation of the EAS system. Waldo County will pass the request to the Maine Emergency Management Agency (MEMA) who can complete the EAS activation. The Lincolville OEM Director or Selectmen may also contact area radio stations directly to request that they pass emergency information.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Lincolville Board of Selectmen are ultimately responsible for ensuring that alerting and warning capabilities exist and special needs populations (school children and elderly) are notified.

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

The EOC shall initiate warning communications to town residents through phone calls, traveling teams 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 OEM Director.

Lincolville, Maine Emergency Operations Plan

MOBILE NOTIFICATION ROUTES

VEHICLE	ROADS (In Order) Starting From Center Fire Station
1	Hope Road/Searsmont Road north Quadrant
2	Belfast Road North and Slab City to North Chester Dean
3	Beach Road to include Youngtown Road and 52 to Camden South
4	Beach Road Beyond Youngtown to South Route One to Camden
5	North Route One to Northport, Ducktrap Road and lower Slab City Road

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 to Lincolville Central School.

_____ Other public warning is used as available and as time permits.

_____ a. Radio announcements

_____ b. Television announcement

_____ Keep signed logs of emergency communication traffic.

Lincolntonville, Maine Emergency Operations Plan

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 of Lincolntonville 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, 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 soon as time permits, as to actions they should take during flooding of roads or a severe winter storm. Lincolntonville Central School children and elderly living alone should be notified and assisted first.

The primary means of dissemination will be by telephone. The EOC will call key residents on each of the town roads and request that they pass the word to their neighbors.

The secondary means of dissemination, especially within the immediate danger zone, will be by using the Fire Department to go door-to-door.

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

CONCEPT OF OPERATIONS

The Selectmen and/or OEM Director will initiate the dissemination of emergency public information.

The Town Media Center will be established in the Services Area of the Lincolntonville Grange Hall for a major incident that the TV Media arrives in Town. Media briefings are held as frequently as possible. Media releases are prepared in the EOC. The EOC will monitor radio & television news for media feedback and intell.

The Maine EMA activates the Emergency Alert System. The EOC will contact the County EMA Director or WCRCC to request the State activation of EAS.

The Public Information Officer (PIO) is responsible for all contacts with the media.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Town Administrator has been selected to be the Lincolntonville Public Information Officer (PIO). The OEM Director will act as an alternate PIO. The PIO is responsible for providing emergency information to the public and media. If time permits, the PIO should coordinate any news releases with the Selectmen, prior to release. The PIO keeps logs of emergency information activities.

ADMINISTRATION AND LOGISTICS

Lincolnton, Maine Emergency Operations Plan

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.

Lincolnton, Maine Emergency Operations Plan

EMERGENCY PUBLIC INFORMATION CHECKLIST

Below are suggested actions for the Lincolnton 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 Selectmen 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	
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 Selectmen informed of all actions taken or planned.

_____ Maintain a log and a file.

_____ Keep Waldo County EMA informed of all information released.

Lincolville, Maine Emergency Operations Plan

ANNEX E - EVACUATION

PURPOSE

This annex will describe the provisions for the Town of Lincolville 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, or a terrorist situation. A forest fire threat exists in all parts of town. The most likely location for a hazardous materials accident is along the State Route traffic corridor. The most likely location for a terrorist situation is at the elementary school.

A slow, controlled evacuation of a few personnel may take place in a severe winter storm. The most likely evacuees will be elderly residents or families who lose the ability to heat their homes.

CONCEPT OF OPERATIONS

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

For a terrorist situation, the senior law enforcement officer from the Waldo County Sheriff's Department or the Maine State Police, will oversee the evacuation of the immediate area around the incident. They may request manpower and equipment assistance from the Lincolville Fire Department.

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 EM Director or the Fire Chief 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 EOC will contact the Superintendent for School Union # 69 in order 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 Selectmen are the authority for establishing evacuation policy.

The EM Director coordinates evacuation activities, compiles all evacuation information, and keeps the Selectmen informed. The Fire Department, with assistance from the Waldo County Sheriff's Department, 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.

Lincolntonville, Maine Emergency Operations Plan

ADMINISTRATION AND LOGISTICS

The Selectmen, Fire Chief, or EM 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 Waldo County EMA of response actions.

SPECIAL NEEDS FACILITY INFORMATION

Facility	Population	Phone	Transportation	Destination
Elementary School	206 CH	763-3366	Richards Bus	
	36 staff			
Superintendent of Schools: 763-3818				

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:	

Lincolville, Maine Emergency Operations Plan

ANNEX F - MASS CARE

PURPOSE Lincolville

This annex will describe the Lincolville 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 Board of Selectmen to protect their residents by providing shelters when required in an emergency.

The Mass Care facility for large evacuations that will require overnight accommodations will be the Lincolville Central School. This facility will be used as feeding and sleeping quarters for evacuated residents. Contact the School Superintendent to coordinate the possible use of this facility. An alternate facility if residents only require a day-time shelter for food, water and warmth will be **the Lincolville Community Building and the Lincolville Congregational Church**. **These two facilities are located next to one another. Other facilities and manpower may come from local organizations, such as the Grange and the Masons.**

The Waldo County EMA may also offer shelters for use by Lincolville residents. Contact the Waldo County EMA Director for more information.

Requests may also go to the local American Red Cross for assistance in establishing, manning, and managing a local shelter.

Due to the lack of Extremely Hazardous Substances (EHS) hazardous materials (HazMat) being transported through Lincolville, sheltering-in-place by Lincolville residents will not be considered.

CONCEPT OF OPERATIONS

The EM Director will work with the Waldo County EMA and the American Red Cross in developing shelter use agreements, selecting shelter sites, and training shelter management teams. The EM Director coordinates the efforts of the municipal officials, school system, other facility owners and the Red Cross.

If the Red Cross is not involved in the town shelter, then the Board of Selectmen will assign a Shelter Manager who will supervise operations in the facility. This person may be any town resident who is willing to take on the responsibilities. Consideration should go to a local organization, such as the Masons, Grange or the Congregational Church to request manning for a shelter management team. The Shelter Manager reports to the EOC. The Shelter Manager assigns groups with special needs to similar facilities in a safe area according to staff and space available. If at all possible, these volunteers should receive ARC Shelter training.

The EOC will determine if and when the town will activate a mass care facility. Due to the fact that most people will stay with relatives or friends, an overnight shelter may not be required. Determine if there are any residents who do not have a place to stay.

Actions must be taken to register people reporting into the town shelter, sustain them in the shelter, and release them from the shelter when the hazard has diminished.

Feeding, sanitation, and bedding for the shelter residents will need to be provided. The Selectmen may authorize the purchase of emergency supplies, food, water, sanitation supplies, cots, and blankets for the shelter. Contact should be made with the Volunteer Regional Food Pantry, or local farmers.

Lincolville, Maine Emergency Operations Plan

Consideration should be made as to establishing a bus service to pick up those needing sheltering and transporting them to the Lincolville or Belfast mass care shelters.

The Lincolville Community Emergency Response Team (LCERT) is trained and equipped to provide shelter services for cats and dogs of residents that need to find alternate shelter and are unable to take those pets to the shelter. The OEM Director will contact the LCERT Leader when needed.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Board of Selectmen are responsible for ensuring shelter capabilities exist. There is a regional agreement between the County EMA and the Local Chapter of the American Red Cross to manage shelters in many emergencies. The ARC will coordinate and manage their shelter management teams. If the shelter is not operated by the ARC, a town resident must be appointed the Shelter Manager to ensure that all shelter tasks (registration, feeding, etc.) are accomplished.

The Animal Control Officer is responsible for organizing an effort to help shelter local animals. The LCERT will be used to provide support to the ACO.

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 EOC informed of the status of the shelters. The EOC will keep the Waldo County EMA informed.

Complete records of expenditures and operations are given to the EOC. Copies are given to the Red Cross for reimbursement if the Red Cross operates the shelter. If the town operates a shelter on its own, the town will be required to shoulder all the costs.

MASS CARE CHECKLIST

X	ACTION
_____	Contact the American Red Cross Chapter and alert them to possible need for sheltering.
_____	If American Red Cross cannot support a shelter in Hazardville, contact the Waldo County EMA to determine if the County is establishing any shelters.
_____	If the County is not providing a county-wide shelter, 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 EOC.
_____	Maintain status of shelter operations and allocations.
_____	Clean and return the Shelter to original condition.
_____	Submit shelter expenditure statement for reimbursement.

Lincolntonville, Maine Emergency Operations Plan

ANNEX G - HEALTH AND MEDICAL

PURPOSE

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

SITUATION AND ASSUMPTIONS

The Town of Lincolntonville has no medical facilities, no medical personnel, no emergency medical services, no public or environmental health services, and no mortuary services. Lincolntonville does have mutual aid agreement with Camden First Aid Ambulance

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

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

CONCEPT OF OPERATIONS

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

The Camden First Aid Ambulance Service will be the primary 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 must initiate decontamination measures for the emergency responders, evacuees, victims, and the deceased.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Fire Chief is the incident commander (IC) for all mass casualty incidents.

The EM Director will coordinate emergency medical assistance through the Waldo County EMA.

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

The Board of Selectmen will request and fund the use of heavy equipment needed for debris clearance.

The Police Chief will coordinate with the Waldo 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 Waldo County General Hospital, the Waldo County Search and Rescue Team (SRT), the American Red Cross, or the Maine National Guard. See the communications annex for telephone numbers.

Lincolnton, Maine Emergency Operations Plan

Some town residents may have limited medical training. Contact these individuals. **A listing of Volunteer Medical providers will be attached to this plan.**

Lincolville, Maine Emergency Operations Plan

ANNEX H - RESOURCE MANAGEMENT

PURPOSE

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

SITUATION AND ASSUMPTIONS

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

The town has no paid employees for use in emergency response and recovery. Manpower will be all volunteer. The initial manpower source will be the Volunteer Fire Department. There are a dozen firefighters who can be quickly notified and can respond within minutes. The EOC or Board of Selectmen should contact other town residents to seek out volunteers. Manpower requests should also be forwarded to the Waldo County EMA.

The Town of Lincolville owns a total of four vehicles; three are fire department trucks and one is a tanker. 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 Fire Station and in several two-way radios maintained by the Fire Department. Requests for additional communications equipment should be made to the Waldo County EMA and WCRCC.

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 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 WCRCC and Waldo County EMA immediately.

The Town of Lincolville has no resources to respond to a Terrorist Incident except to extinguish any fires, search for explosives, and evacuate the injured and close roads in the area. The Waldo County Sheriff's Department shall be notified immediately.

Severe winter storms will require snow removal and debris clearance for local roads, and electrical power generation for the Fire Station and Town Office.

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

CONCEPT OF OPERATIONS

The Town of Lincolville will use its local resources and will call upon disaster mutual aid before contacting Waldo County for assistance. The Waldo County EMA then coordinates resource acquisition. Records are kept of the deployment of resources. The Lincolville EOC 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 of Lincolville. This information will be tracked on a wall-mounted status board or a computer-based spreadsheet.

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In a Presidentially Declared Disaster, 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 Board of Selectmen 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 Director as the Lincolville Resource Management Officer. 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 Fire Station parking lot.

The Selectmen will establish contracts or expend town funds to procure emergency supplies, equipment, materials, and services.

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

The Road Commissioner will coordinate resources to reopen 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 Waldo County EMA.

EMERGENCY RESPONSE EQUIPMENT

RESOURCE	SIZE/TYPE	QTY	CONTACT	PHONE
Snow Plows	87 Chevy 1 Ton	1	Bernard /Todd Young	763-3287
	87 Ch 3/4 Ton	1		
	95 Ford 1 Ton	1		
	79 Ford 2.5 Ton	1		
	03- F350	1	Larry Thomas	763-3752
	94 Chevy 1 Ton	1		
	79 Ford 3/4	1		
	75 Ford 1 Ton	1		
77 Intl 5 ton	1			
Dump Trucks	Intl & KW	2	Bernard/Todd Young	763-3287
Excavators Back hoe	Komatsu 100	1	Bernard /ToddYoung	763-3287
	Komatsu 60	1		
	John Deere-410	1		

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Front End Loaders			State	
Pickup Trucks	See plow trucks			
Buses	Contract service	TBD	Richards Bus Co.	763-3100
Generators	3.5 KW	1	LFD- Engine 1	
Water Pumps	Fire trucks Portable	3 20	LFD	
2 way Radios	Portable	10	LFD	
Fire Trucks	3trucks/1 tanker	4	LFD	
Personal Vehicles	TBD			

Lincolntonville, Maine Emergency Operations Plan

FIRE FIGHTING RESOURCE INFORMATION

CONTACT INFORMATION		RADIO COMMUNICATIONS	
Department	FIRE	Call Letters	WPJL525
Business Phone	763-3898	Frequency	154.265
Fax Line	789-5822	Station Call Sign	
Address	209 Main Street	No. Mobiles	12 all band
E-Mail	eugley@tidewater.net	No. Portables	10
		No. Pagers	25

PERSONNEL		PORTABLE PUMPS	
Firefighters	25	GPM	Portability
Support		150	FLOATING
ICS Trained		100	FORESTRY
HazMat Trained	Awareness: 20 Operations: 8		
SCBA Qual.	11		

FIRE APPARATUS				
Call Sign	Year, Make, Model	Type	GPM	Tank Size (gals)
Engine 1	04 INT/Pierce	Pumper	1000	1,000
Engine 2	93 INT	Tanker	350	1500
Engine 3	81 Ford F850	Pumper	500	1000
Engine 5		Pumper	1000	1000

On Eng 1 CAFS Compressed air foam system 50 gal

HOSE			SUPPORT EQUIPMENT	
Diameter (in)	Thread Type	Length (feet)	No.	Type
1-1/2"	1PT	2,000	1 on Eng 1	3.5 kW Generator
2-1/2"	NST	2,000		4.5 kW Generator
3"			1	Infrared Camera
4"	Storz	3,400		Jaws of Life
5"			1	CO ₂ Detectors
				Water Rescue Craft
RESPIRATORY EQUIPMENT				ATV Rescue
No.	Type		1	Snowmobile Rescue
13	Scott 2.2 Air Packs		4	Cold water suits
1	Cascade Station		20	Indian Tanks
25	30 minute air bottles			

MUTUAL AID AGREEMENTS			
Year	Town	Year	Town
current	With Knox County		
current	Waldo County		

Lincolville, Maine Emergency Operations Plan

current	Surrounding towns		

VOLUNTEER MANAGEMENT

The Lincolville OEM Director and/or EOC coordinates the efforts of Lincolville’s volunteer organizations and unaffiliated volunteers. The OEM Director will determine what volunteers are needed for what roles, depending on the type and severity of the incident. The OEM director will appoint an individual to be the Volunteer Coordinator. This person will work for the Resource Manager. The Volunteer Coordinator will set up a Disaster Volunteer Reception Center in the Services area of the Congregational Church. This individual will make phone calls to residents requesting their volunteer support.

The Public Information Officer 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 Lincolville OEM 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 and a Hazardville 911 Telephone Listing.

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

DONATIONS MANAGEMENT

The Public Information Officer 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 Lincolville 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 OEM Director will appoint a Donations Manager, who will work for the Resource Manager. The Donations Manager will use any available space in the old Fire Station or seek space at another facility to receive, inventory and distribute donated materials. The Mason or Grange Halls could be considered.

Item Received	Quantity Available	Category	Person Donating	Date Received

Lincolnvile, Maine Emergency Operations Plan

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LINCOLNVILLE OEM - DISASTER VOLUNTEER SURVEY FORM
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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.

<input type="checkbox"/> Doctor: _____ <input type="checkbox"/> Nurse: _____ <input type="checkbox"/> EMS: _____ <input type="checkbox"/> First Aid <input type="checkbox"/> CPR <input type="checkbox"/> Mental Health <input type="checkbox"/> Child Care <input type="checkbox"/> Elderly Assistant <input type="checkbox"/> Veterinary <input type="checkbox"/> Animal Care <input type="checkbox"/> 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
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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?

Lincolnton, Maine Emergency Operations Plan

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify, and hold harmless the Town of Hazardville 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:
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Lincolnton, Maine Emergency Operations Plan

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Lincolntonville, Maine Emergency Operations Plan

STATE OF MAINE REQUEST for ASSISTANCE FORM

Part I: REQUEST

01	Requested By: LINCOLNVILLEBOARD OF SELECTMEN	Date:	Time:
02	County: WALDO		
03	Jurisdiction: TOWN OF LINCOLNVILLE		
04	Resource Requested:		
05	Location Requested:		
06	Remarks:		

Part II: ALLOCATION

07	Allocator:		
08	Resource Available:	___ YES	___ 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:

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ANNEX I - DAMAGE ASSESSMENT

PURPOSE

This annex will describe the actions to be taken and forms to be completed for the Town of Lincolville 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 roads and bridges.

The Fire Department, along with other volunteers, 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 Waldo 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 Waldo County EOC as soon as possible. The Waldo 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 Waldo 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 Board of Selectmen provide guidance.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Board of Selectmen are responsible for assuring an initial situation appraisal is conducted. The OEM 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.

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

<input type="checkbox"/> Original <input type="checkbox"/> Revision # _____		Date:
Type of Disaster:		Date(s) of Occurrence:
Jurisdiction (town, county, agency, etc.):		County: Waldo
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.

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INDIVIDUAL DAMAGE <small>FORM 7 Page 2</small>				
Jurisdiction:			Date:	
PEOPLE AFFECTED		Number	ASSISTANCE PROVIDED	
	Deaths		Persons Evacuated	
	Injuries		Persons in Public Shelters	
	Missing			
RESIDENTIAL		Primary		Secondary
		Number	Value (if known)	Number
				Value (if known)
(ARC) 3	Houses destroyed		\$	
(ARC) 2	Houses with major damage		\$	
(ARC) 1	Houses with minor damage		\$	
	Houses affected		\$	
(ARC) 3	Mobile homes destroyed		\$	
(ARC) 2	Mobile homes severely damaged		\$	
(ARC) 1	Mobile homes moderately damaged		\$	
	Mobile homes affected		\$	
	TOTAL		\$	\$
TOTAL RESIDENTIAL (primary plus secondary)				\$
BUSINESS				
	Businesses affected			\$
	Number now unemployed			
	Estimated duration of unemployment (weeks)			
TOTAL BUSINESS				\$
AGRICULTURE				
	Farm buildings and equipment			\$
	Crop land (all crops)			\$
	Livestock			\$
TOTAL AGRICULTURE				\$
INDIVIDUAL DAMAGE TOTAL				\$
EMAIL, FAX, or CALL THIS INFORMATION to the WALDO COUNTY EMA as SOON as POSSIBLE			Waldo County EMA 45A Congress Street Belfast, Maine 04915	

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(BEFORE MAILING)

Phone: 338-3870 FAX: 338-1890

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

Reasonable estimates are acceptable. Information should be reported to the Waldo County Emergency Management Agency (EMA) within 24 hours of a request for information from Waldo 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.

If you need further assistance, contact Waldo County EMA or MEMA.

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.

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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.

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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.

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DAMAGE ASSESSMENT CHECKLIST

X ACTION

Recall all firefighters. Contact the Selectmen 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 Lincolnvile EOC at 123-4567. Damage reports will be reviewed by the Selectmen and submitted to the Waldo County EMA Director.

Request public to report damages of businesses and private property to the Hazardville EOC.

Consolidate damage assessment information, prepare the MEMA Form 7 and send the report to Waldo 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.

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ANNEX J – HOMELAND SECURITY

PURPOSE

This annex will describe the actions to be taken for the municipal implementation of Homeland Security (HLS) and the HLS Advisory system.

SITUATION AND ASSUMPTIONS

It is highly unlikely that the Town of Lincolnvile will be a target for international terrorists. However, a “home-grown” terrorist situation such as a hostage situation, bomb scare or criminal attack at School, a crazed individual with a gun or a group effort to disrupt the community is a remote possibility.

The Office of Emergency Management (OEM) Director will initiate all Homeland Security planning, preparedness and mitigation activities. The Lincolnvile EOC will be alerted and activated to respond and recover from a HLS incident. The Board of Selectmen are responsible for the well being of the residents.

The Town of Lincolnvile does have its own police department. All criminal related events will be dealt with by the Lincolnvile Police Department.

CONCEPT OF OPERATIONS

The U.S. Department of Homeland Security (DHS) has developed the Homeland Security Advisory System (HSAS), which has five color-coded threat levels. The following Threat Conditions each represent an increasing risk of terrorist attacks.

LOW CONDITION (GREEN)

This condition is declared when there is a low risk of terrorist attacks. The Selectmen, OEM Director and Fire Chief will consider the following general measures:

1. Exercise and drill for mass casualty incidents and school attacks.
2. Train EOC staff and volunteer firefighters on the HSAS.
3. Monitor regional, state, national and international terrorism activities and threat information.
4. Maintain routine access control to Fire Station and Town Office.
6. Ensure municipal computers are shut down when the facility is left unattended.
7. Secure all fire trucks and equipment when either unattended or not in use.
8. Arrange with law enforcement for limited access to the immediate area of an incident.

GUARDED CONDITION (BLUE)

This condition is declared when there is a general risk of terrorist attacks. The Selectmen, OEM Director and Fire Chief will consider the following general measures:

1. Continue all security measures for the previous Threat Condition Levels.
2. Check FD communications weekly between Lincolnvile Base and the fire trucks.
3. Provide the public with any information that would strengthen their ability to act appropriately.
4. Maintain contact with the Waldo County EMA on threat information and response to terrorism measures.
5. Warn municipal officials and officers of any potential terrorist threat.
6. Periodically check disaster volunteer availability for the EOC and disaster response.

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7. Continually watch for and report the presence of abandoned parcels, briefcases, *etc.*
8. Provide training as needed to Town Officials/Officers to operate safely at terrorist incidents.

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ELEVATED CONDITION (YELLOW)

An Elevated Condition is declared when there is a significant risk of terrorist attacks. The Selectmen, OEM Director and Fire Chief will consider the following general measures:

1. Continue all security measures for previous Threat Conditions.
2. Direct the Town Clerk to be vigilant in handling mail. Look for powders, liquids, wires, *etc.*
3. Assess and report newly found or changed vulnerabilities.
4. Lock all facilities and require access control.
5. Periodically test the Town Office security systems.
6. Periodically test the Fire Station back-up power generator and communications systems.

HIGH CONDITION (ORANGE)

A High Condition is declared when there is a high risk of terrorist attacks. The Selectmen, OEM Director and Fire Chief will consider the following general measures:

1. Continue all security measures for previous Threat Conditions.
2. Coordinate necessary security preparedness efforts as directed by the State or County EMA.
3. Take additional precautions at public events receiving FD participation. Consider cancellation of events.
4. Inspect the exterior of the Fire Station, Town Office and Lincolnvile Central School Complex.
5. Contact and place the Emergency Operations Center (EOC) staff on stand-by notification.

SEVERE CONDITION (RED)

This condition reflects a severe risk of terrorist attacks. Under most circumstances, the preparedness measures for a Severe Condition will not be sustained for substantial periods and may be implemented on a local, regional, or state level based on specific threat intelligence. If there is a local threat, the Selectmen, OEM Director and Fire Chief will consider the following general measures:

1. Continue all security measures for previous Threat Conditions.
2. Consider requesting the volunteer firefighters man shifts at the Fire Station.
3. Place all Town Officers and Officials on Stand-By Alert.
4. Consider activating the EOC staff for minimal staffing.
5. Consider closing the Town Office.
6. Contact the School Superintendent and recommend closing the schools.

TERRORIST INCIDENT OCCURS

1. Activate and staff the municipal EOC. Determine if 24 hours manning will be required.
2. Implement the Lincolnvile Emergency Operations Plan.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

See Basic Plan for the organization of the EOC and Incident Command structure.

ADMINISTRATION AND LOGISTICS

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The Town of Lincolnton has no HazMat/CBRNE response capability. The Fire Department does have certified SCBA, which might be used for emergency rescue only.

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ANNEX K – CONTINUITY OF OPERATIONS

PURPOSE

It is the policy of the Town of Lincolville to have in place a program to ensure continuity of essential municipal functions under emergency circumstances. This section describes the town’s Continuity of Operations Program (COOP). It describes the process to delineate essential municipal functions; specify lines of succession; provide for the safekeeping of vital records and databases; identifies alternate operating facilities; and provides for interoperable communications. COOP is important to provide vital services, exercise civil authority and provide for the public safety during any emergency or disaster event.

SITUATION AND ASSUMPTIONS

The Continuity of Operations Program (COOP) is applicable to all officers, officials and functions of the municipal government of the Town of Lincolville. The Hazards that could affect the continuity of essential municipal functions include a structure fire involving a municipal facility, an extended power outage and a HazMat transportation accident that causes a municipal facility to evacuate and/or close.

ESSENTIAL MUNICIPAL FUNCTIONS

PRI	FUNCTION	TYPE	OPR	FACILITY
1	Board of Selectmen	Civil Authority	Selectmen	Town Office
2	Fire Protection	Public Safety	Fire Chief	Fire Station
3	Emergency Management	Public Safety	Emergency Mgmt Director	Fire Station
4	Municipal Finances	Vital Services	Town Treasurer	Town Office
5	Municipal Records	Vital Services	Town Clerk	Town Office
6	Voting	Civil Authority	Town Clerk	Town Office
7	Municipal Tax Collection	Vital Services	Town Tax Collector	Town Office
8	Road Maintenance	Vital Services	Road Commissioner	Town Office
9	Public Health	Public Safety	Health Officer	Town Office
10	Animal Control	Public Safety	Animal Control Officer	Town Office
11	Tax Assessing	Vital Services	Municipal Assessors	Town Office
12	General Assistance	Vital Services	Overseer of the Poor	Town Office
13	Code Enforcement	Civil Authority	Code Enforcement Officer	Town Office
14	Planning & Appeals	Civil Authority	Planning & Appeals Boards	Town Office

NON-ESSENTIAL MUNICIPAL FUNCTIONS

PRI	FUNCTION	TYPE	OPR	FACILITY
	Educational Policymaking	Regional	School Board Director	Director’s Home
	Motor Vehicle Registration	State Licensing	Town Tax Collector	Town Office
	Fish and Game Licensing	State Licensing	Town Clerk	Town Office
	Cemetery Records	Public Records	Town Clerk & Sexton	Town Office
	Parks & Recreation	Public Service	Recreation Committee	Town Office

OPR = Office of Primary Responsibility

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CONCEPT OF OPERATIONS

Any one of the Offices of Primary Responsibility (OPR) may initiate COOP actions if their function is disrupted. The Board of Selectmen or Emergency Management Director may direct that any or all essential municipal functions implement COOP actions during an emergency.

There are three ways that Lincolnvile's Essential Municipal Functions may be disrupted.

A HazMat Transportation Accident could cause either the Fire Station or Town Office to be evacuated. This would most likely be a very short term event; perhaps a few hours. The only real impact would be if the Firefighters were unable to get the Fire Trucks out of the Fire Station. The Town Office would be closed for the short duration; without any real impact on its functions. Evacuations will be in accordance with Annex E.

An extended Power Outage will disrupt normal operations at the Fire Station and Town Office and could cause damage to the facilities' heating and plumbing if they were to freeze up during the winter months. Emergency power capability - 3.5 Kw generator on Engine 1 - already exists at the Center Fire Station. A generator will need be hardwired into the Town Office electrical panel to provide power.

A Structure Fire at either the Fire Station or the Town Office would cause the loss of very important hardcopy and electronic records and databases. It would cause the loss of functional resources and the loss of the structure from which the essential municipal functions were being performed. This would be a permanent loss that would take a great deal of time and finances to require, if at all. If the Fire Department apparatus were lost, Lincolnvile would have to rely on its mutual aid partners to provide emergency services until new apparatus, equipment and a station were acquired.

The Board of Selectmen can continue to operate with only three of the five members. A special town meeting will be called to replace any members of the Board of Selectmen. This process is described in detail in State of Maine Statute and will not be further defined in this plan.

The Fire Department already has a distinct line of succession established, (i.e., Chief, Deputy Chief, Captain, and Lieutenant). The Town Clerk has a Deputy Town Clerk who can fill in, until the next election. All other Town Officials are one deep. The Board of Selectmen will have to appoint a replacement.

If the Town Office is destroyed by Fire, then all the Essential Municipal Functions, minus the Fire Protection and Emergency Management will need to be relocated to the Fire Station.

There will be no reconstitution requirements for a HazMat release evacuation or an extended power outage. If a municipal facility is lost due to a structure fire, the Selectmen will need to hold a Special Town Meeting for the voters to decide the next course of action for the Town. Options include building a new facility, leasing an existing facility, or combining some of the Essential Municipal Functions with another community.

An alternate Town Office will require space for the town administration and records storage. The Town Office will require, at a minimum, a desktop computer, copies of all software and digital records, a telephone, photocopier, customer service desktop/table, filing cabinets, book shelves, tables and chairs for the Selectmen, a location to lock up ballots, a bathroom and heat.

An alternate Fire Station will need to have sufficient storage and door clearance for the Tanker, Engine and Forestry and associated equipment. The building will need to be heated.

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VITAL RECORDS AND DATABASES

Vital Records	OPR	Mitigation Measure(s)
Tax Assessing Records	Selectmen	Store hardcopies in fireproof containers
General Assistance Records		
Town Meeting Warrants	Town Clerk	
Selectmen Meeting Warrants		
Certified Ordinances		
Marriage, Death and Birth Records		
Cemetery Records		
Voting Records		
Dog and Kennel Records		
911 Address Data Base		
Fish and Game Licenses	Finance Director	
Municipal Financial Records		
IRS Records	Town Tax Collector	Back up digital files and store offsite
Municipal Property Tax Records		
Municipal Excise Tax Records		
Motor Vehicle Registrations	Fire Chief	
FD Financial, Training, Personnel & Reports		
Emergency Plans & MAAs	EM Director	
Road Maintenance Records	Road Commissioner	
Code Enforcement Records	Code Officer	

ADMINISTRATION AND LOGISTICS

This plan identified what activities need to be accomplished in order to have a successful COOP. Not all of the mitigation activities have been implemented. The following steps need to be taken in order to continue essential municipal functions following an emergency or disaster.

1. The Town Clerk/Selectmen will need to inventory and record all equipment and materials in the Town Office.
2. The Fire Department will need to inventory and record all equipment and materials in the Fire Station.
3. The Selectmen will need to provide the Inventory Records to the Town Insurance Carrier.
4. The Town will need to acquire a larger and more effective Fire Proof Records Storage system/container(s).
5. The Fire Department needs to acquire a single Fire proof filing cabinet.
6. The Town Office and Fire Department need to acquire computer scanners.
7. The Town needs to inventory all hardcopy records, determine if irreplaceable and scan into digital format.
8. The Fire Dept need to inventory all hardcopy records, determine if irreplaceable and scan into digital format.
9. The Town Office needs to backup all digital files daily and store off-site.
10. The Fire Department needs to backup all digital files weekly and store off-site.
11. The Town Office and Fire Department need to store all software in fireproof containers or off-site.

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ATTACHMENT 1 - SEVERE WINTER STORMS

NATURE OF THE HAZARD

The Town of Lincolnton is very susceptible to severe winter storms. Central Maine can receive a great deal of snow and ice and air temperatures can drop to 30-50 deg F below zero. A portion of Lincolnton's roads are dirt roads and many Lincolnton roadsides are heavily forested.

RISK AREA

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

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. A list of special needs residents is with the EMD/FD.

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 Board of Selectmen and EM 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 Road Commissioner or Board of Selectmen is responsible for keeping the town roads open for traffic.

Central Maine Power's outage reporting hotline is 1-800-696-1000.

RESOURCE MANAGEMENT

The EOC will locate an electrical power generator and hook up the Center Fire Station to emergency power. The EOC will ensure that there is enough heating and generator fuel, flashlights and First Aid Kit. The Lincolnton Center Fire Station should have a portable, battery-operated radio, capable of receiving NWS transmissions.

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ATTACHMENT 2 - FOREST FIRES

NATURE OF THE HAZARD

Lincolnton is primarily forest land and fields. Therefore, during long dry periods, the town is very susceptible to grass fires and forest fires. Most will be minor incidents that the Lincolnton 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. The homes of most residents are completely surrounded by forest land. The town roads are tree lined over the majority of the mileage. During a large scale wildland fire, many roads could be blocked by burning trees and brush. Residents could very well be trapped within the forest fire with no way to reach safety. The Lincolnton Fire Department will be quickly overwhelmed; with many of the volunteers themselves becoming trapped within the fire zone.

DIRECTION AND CONTROL

All wildland fires must be reported to the Waldo County Regional Communications Center. The Lincolnton Fire Chief must quickly assess the situation and determine the scale of support needed. A large scale wildland fire will require the support of the Maine Forest Service (MFS). The Selectmen, EM Director, or Fire Chief should immediately request such support through the Maine Forest Service and Waldo County EMA. The EOC will be activated.

WARNING

Residents must be alerted immediately, in order for a safe and orderly evacuation to proceed. The EOC will contact local radio and television stations and request that they broadcast information on the disaster. 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

If possible, the Town Office will start telephoning residents in the danger zones to help spread the warning information around quicker.

EVACUATION

The EOC will need to determine what routes will be used in order to evacuate residents. Contact the town officials of neighboring towns to make sure that you are not evacuating people in another town's danger zones. Attempt to post the evacuation routes and barricade the closed roads. For residents that are trapped within the danger zones, consider contacting the MFS and Maine Army National Guard for helicopter assistance.

RESOURCE MANAGEMENT

Town vehicles are limited to the Fire Department's four vehicles. However, several town residents do have logging equipment and bulldozers that can be used to open emergency evacuation routes and create fire breaks.

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ATTACHMENT 3 - FLOODING

NATURE OF THE HAZARD

Lincolnvile has lakes, ponds, streams and Penobscot Bay.

RISK AREA

There are 9 homes and 20 business structures in areas with a potential for major flooding. None of these homes are subject to destruction, but could have flooded basements.

All gravel 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. Some of these roads are: Route One at the beach, Slab City Road, Youngtown Road, Beach Road, Camden Road, Belfast Road.

- 1.

DIRECTION AND CONTROL

The Lincolnvile Road Commissioner or Board of Selectmen will be responsible for responding to flood damaged roads by initiating repair contracts or by contacting the Division 5 (596-2230) of the Maine Department of Transportation (for State-maintained road surfaces).

WARNING

The Lincolnvile Road Commissioner or Board of Selectmen will be responsible for posting any and all roads that he deems unsafe for vehicle or pedestrian traffic.

RESOURCE MANAGEMENT

The Town of Lincolnvile does not have a public works department, nor any equipment. All road work associated with flooding will require a contract for repairs. The Division 5 of the Maine Department of Transportation, may be available for roadway repairs in the advent of a life emergency.

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ATTACHMENT 4 - HAZARDOUS MATERIALS ACCIDENT

NATURE OF THE HAZARD

Hazardous materials (HazMat) travel through and are stored in the Town of Lincolville every day. A HazMat accident can happen at any time at any location in town. However, there are certain areas in Lincolville 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 Lincolville are fuel products. Flammability is the most likely hazard to personnel. Environmental contamination will be the most likely result.

Due to the limited amount of training and HazMat response equipment, maintaining the proper level of safety will be a major issue.

RISK AREAS

State Route # One is a primary transportation corridor for tanker trucks carrying bulk fuels (gasoline, heating oil, propane, etc). Route# One has 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 the Lincolville Central School and at several automobile repair facilities. There is one gas station, but no fuel oil dealers, or propane dealers in Lincolville. There are no chemical processing or waste treatment plants in the community.

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 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 IC will record the incident information on the Maine EMA AR-1 form and will report the information to the WCRCC. The IC will assess the situation from a safe distance. Binoculars are located on the Engine. The IC will refer to the 2004 US DOT Emergency Response Guidebook (ERG) for guidance.

The IC will request technical support from the Maine Department of Environmental Protection, Emergency Spill Response Team, by contacting the WCRCC. 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 IC will assign a Safety Officer for every incident identified as involving HazMat.

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The Fire Department will implement traffic and crowd control procedures, using road blocks as much as possible. The IC will determine what protective actions (evacuations or shelter-in-place) outside the Hot Zone will be implemented. The 2004 USDOT 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 Fire Department will park far enough from the incident site so as to not introduce an ignition source. All vehicles will be parked facing away from the incident, in the event that an emergency withdrawal is required.

The Department will locate a decontamination area upwind of the scene, beyond the inside perimeter, and in a hazard free area. All equipment and uninjured personnel leaving the "hot zone" will be isolated at the decontamination area and decontaminated using fire hoses set on a low pressure.

The Volunteer Ambulance Corps will be requested through the WCRCC, when the possibility of victims or contaminated personnel exists.

Fire Department personnel will fight fuel and propane fires. Department personnel will perform containment actions for fuel spills that are well outside the hazard areas. An example would be constructing a dike or covering up a storm drain well ahead of the spill.

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 Board of Selectmen and EM Director will consider the activation of the EOC during a HazMat incident that causes residents to be evacuated or sheltered-in-place. The IC or OEM Director will establish communications with the Waldo County EMA or RCC. The NIMS ICS will be utilized at a HazMat Incident.

ADMINISTRATION AND LOGISTICS

All Lincolnvile Firefighters receive annual HazMat: First Responder Awareness Training. Currently eight members are trained at the Operations level. Training is accomplished in accordance with 29 CFR 1910.120(q). Immediately following a HazMat response, the Fire Chief will debrief the responders to determine the summary of response activities, health and safety issues, any immediate problems and the corrective actions for future responses.

FIXED HAZMAT FACILITIES

Facility Name	Location	Chemical Name	CAS #	Quantity
LCS/Drake's Corner Store		#2 Fuel Oil		1500 Gal
		LP gas		500 gal
		Unleaded gas		8,000 gal
		Plus		2,000 gal
		Super		2,000 gal
		LP gas		500 gal
		Diesel Fuel K-1 Kerosene		5,000 Gal 200 gal

This attachment works in conjunction with the Waldo County Hazardous Materials Emergency Response Plan.

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ATTACHMENT 5 – HOSTILE INCIDENT AT SCHOOL

NATURE OF THE HAZARD

Lincolnvile is a very small rural community with very few locations for public gatherings. The primary location in town that has a regular public gathering is the Lincolnvile School. Although a political terrorist attack is very unlikely, a domestic incident by an individual or several individuals attacking students is within the realm of possibility. 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

Our children are very important, so even remote chances for an incident at the School must be prepared for in order to safeguard our most precious resource. Lincolnvile has law enforcement personnel and can rely on the Waldo County Sheriff's Department. There are no security personnel at the School, so school administrators and teachers will be the first line of defense. 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. It must be acknowledged that a determined terrorist will be able to attack.

DIRECTION AND CONTROL

At the first indication of trouble, the Waldo County Regional Communications Center must be notified. Consideration by the School District should be given to establishing two-way radio communications, since it would be very easy for a terrorist to cut the telephone lines.

The first law enforcement officer (Local, County or State) will be the 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 Waldo 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 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.

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

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ATTACHMENT 6 - PROLONGED POWER OUTAGE

NATURE OF THE HAZARD

Due to the rural nature of the community, Lincolville is very susceptible to a prolonged power outage. Severe winter or summer storms, ice storms, hurricanes, and wind 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. The dangers will be greatly increased if the power outage takes place during cold weather.

DIRECTION AND CONTROL

The EOC will be activated if the power outage goes into a second day. The Fire Station is already equipped with a generator and transfer switch/panel. However, the Town Office will need to acquire and hook up a generator in order to provide lights and heat.

The EOC 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 Waldo County EOC.

The Fire Department will be used as a core of volunteers to coordinate all response and recovery. Additional volunteers should be sought to add to the ranks of the FD.

EMERGENCY PUBLIC INFORMATION

If telephones are still functioning, contact should be made to a minimum of one representative on each road who will assist in passing emergency public information to the other residents on that road. Information regarding the requirements for and capabilities of the electrical status, mass care, water, food, heating, sanitation, and other supplies will be passed to the town residents.

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 Fire Department to see if these people will need to be transported to a disaster relief shelter. Contact the Waldo County EOC to determine what shelters have been established in the County and which may be used by Lincolville residents.

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ATTACHMENT 7: DISEASE AND EPIDEMICS

I. NATURE OF THE HAZARD

Disease is the condition of an organism that impairs physiological functioning, resulting from causes such as infection, genetic defect or environmental stress. Epidemic is a widespread outbreak of an infectious disease where many people are infected at the same time.

[Epidemics](#) occur when an infectious disease spreads beyond a local population, lasting longer and reaching people in a wider geographical area. The extent of an epidemic will be determined by the ease with which a microbe moves from person to person and the behavior of individuals and societies.

When people are exposed to a pathogen such as pneumonic plague, anthrax or smallpox, they may not know that they have been exposed, and those who are infected, or subsequently become infected, may not feel sick for some time. This delay between exposure and onset of illness, the incubation period, is characteristic of infectious diseases. The incubation period may range from several hours to a few weeks, depending on the exposure and pathogen.

II. RISK AREAS

An epidemic is not constrained by geography. Any location in the United States is susceptible and locations of those individuals shown to be infected could be in many different places at simultaneously. Some factors that will determine the risk factor for individuals will be those exposed to the pathogen, the level and duration of the exposure, the sanitary conditions, and the health, cleanliness and biological resistance of the individual.

III. DIRECTION AND CONTROL

Due to the scope of a epidemic and the skill level of Waldo County and municipal emergency managers and responders, such an event will not be directed and controlled by the County or municipal officials. Local hospitals, clinics, and medical practitioners will be the "emergency responders" for an epidemic. The lead State Agency will be the Department of Human Services, Bureau of Health. Guidance and direction as to what may be accomplished by Waldo County will be directed from the Bureau of Health and the State EOC.

IV. COMMUNICATIONS

In the event of an epidemic situation, regular communication must be maintained between the Waldo County EOC, the local hospitals, and the municipal EOCs. The primary method of maintaining contact will be by telephone. Use of the Internet will be maximized in order to transfer the maximum amount of information to the greatest number of people. Use of the Internet will also reduce the time spent on landline and cellular phones and will reduce the spread of contagious pathogens during meetings.

V. WARNING

Initial detection of an epidemic will most likely come from local medical facilities around the State. The State of Maine is developing methods to coordinate and analyze possible disease outbreaks through the

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recognition of similar symptoms or syndromes by clinicians in hospital or clinical settings around the state.

VI. EMERGENCY PUBLIC INFORMATION

The release of Public Information during an epidemic will be handled by the State Bureau of Health, with support from regional hospitals.

The Waldo County EOC may be used to help disseminate public information in terms of protective actions the public may take.

VII. HEALTH AND MEDICAL

Local hospital and EMS personnel should anticipate the need to handle large numbers of people who may or may not be contaminated but who are fearful about their medical well-being.

The Waldo County Sheriff's Office and municipal Health Officers may be used to investigate or enforce quarantines established by the State Bureau of Health. The State Statutes of Title 22: Health and Welfare, listed in Attachment G, may be consulted.

An epidemic event will be completely out of the response and recovery capabilities of Waldo County. It will most likely be or rapidly become a State-wide event. As such, the Waldo County EOC will immediately request health and medical resources from the State EOC and coordinate information and efforts between the municipalities, local medical facilities, and the State agencies involved.

X. RESOURCE MANAGEMENT

Maine Department of Human Services' Bureau of Health - responsible for responding to an epidemic through:

1. Investigation: provide public health expertise (from epidemiology, medicine, veterinary medicine, laboratory toxicology and health engineering) required to determine likely cause.
2. Consultation: provide public health recommendations (from epidemiology, medicine, veterinary medicine, laboratory, toxicology and health engineering) for the management of the epidemic on both the population and individual patient level.
3. Communication: provide the means to deliver urgent health alerts and medical advisories to appropriate members of the medical community using fax, email and secure website and to assist emergency management officials in developing needed health advisories and educational messages for the general public
4. Pharmaceutical Stockpile Administration: planning for and coordination of the distribution of pharmaceuticals and supplies from the CDC stockpile.

The Bureau of Health is located in Augusta at 1-800 821-5821.