

Approved 2/10/2020

2020
Town of Taghkanic, New
York
Emergency
Preparedness Plan

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NOTES:

Town Emergency Plan

Committee members are as follows;

Town Officials

Supervisor
2 Council Members
Town Clerk
Highway Superintendent

Fire Department (Chief or Rep)

Taghkanic Fire Co. #1, Inc.
Churchtown Fire Co.
Craryville Fire District

EMS

Northern Dutchess Paramedics
Copake Rescue Squad

Police

Resident Deputy

Liaison or EPC page 3

Appendix A

ACRONYMS

In the order they appear in the document

EPP- Emergency Preparedness Plan
NDP – Northern Dutchess Paramedics
EPC – Emergency Preparedness Chairperson
IC – Incident Command
EOC – Emergency Operations Center
PIO – Public Information Officer
CCEMO – Columbia County Emergency Management Office
CCECC – Columbia County Emergency Communications Center
IAP – Incident Action Plan
DPW –Department of Public Works
BI – Building Inspector
MO – Medical Officer
CP – Command Post
REMO –Regional Emergency Management Operations
EMS – Emergency Medical Services
FEMA – Federal Emergency Management Agency
OFPC – Office of Fire Prevention and Control
DOT – Department of Transportation
NIMS – National Incident Management System
UIC – Unified Incident Command
CFR – Code of Federal Regulations
CC911C – Columbia County 911 Center
MCI – Mass Casualty Incident
TO – Triage Officer
CGCC – Columbia-Greene Community College

INTRODUCTION

CUSTODIAL RESPONSIBILITY AND SCHEDULE OF REVIEW

Being prepared for the unknown is a very difficult task at best, and no matter how much we try to anticipate disaster and plan for all the eventualities there is always the chance that something new will present itself at any time. The Town of Taghkanic recognizing this has formed an Emergency Preparedness Committee to organize a plan for the Town to follow in the event of a disaster. The many hazards that are ever present in the Town can be minimized by planning ahead and having people ready to handle the task at hand, and although we realize not every conceivable emergency can be specifically addressed, having a solid, broad based plan to make available the machinery to cope with adversity is important.

This plan is presented as a guide to follow in case a disaster of major proportions should strike the Town of Taghkanic and gives us a sense of order to follow when the Town is in threat or turmoil. Not all elements of this plan have been formulated as of this time and in future meetings of the Emergency Preparedness Committee more specific details can be refined and incorporated into the overall plan. Like all plans, if it is to be successful it must have the flexibility to adjust to the events as they happen and utilizing the dedicated citizens of our community, we know their spirit will carry this plan through.

As incorporated Towns are political subdivisions onto themselves, this plan deals directly with events that are particular to the limits of the incorporation, and does not interact with other plans that may have been developed by other bordering communities. The Columbia County Plan however is incorporated into this plan with regard to the specific areas that deal with Hazardous Materials in the Town. It should be noted that the County Plan is carried in the field on Taghkanic Fire Company, Churchtown Fire Company, and Craryville Fire District vehicles and will be accessible to an Incident Commander if needed.

The custodial responsibility of this manual should be that of the local Emergency Preparedness Coordinator (EPC), who shall act as chairman of the Town of Taghkanic Emergency Preparedness Committee. This committee shall maintain the Town Emergency Preparedness Plan (EPP) and report to the Town Board on changes in the structure of the plan. This committee shall be comprised of the Chairman, the Fire Chief, the Resident Deputy, the ranking officer of the Northern Dutchess Paramedics (NDP) and Copake Rescue Squad (CPS) (a private Emergency Medical Services Organization affiliated with the Columbia County Ambulance Association), and two Town Board members, and one Town employee, Highway Superintendent. The official appointment of this committee shall be annually at the Organizational Meeting of the Town Board, which is the first meeting of the Board in January every year. **It shall be the duty and responsibility of the EPC and the EPP committee to offer a written report, which will become a matter of public record, at said Organizational Meeting of the Town Board.** In addition to this manual, the EPC shall have a support person for the Incident Command (IC) at all level incidents. All changes to the EPP or to this manual shall be approved by the Town Board, and all official copies of the plan shall be updated immediately after approval.

MANAGEMENT PLAN

PURPOSE

The purpose of this management plan is to cite the authority, formulate procedures, and provide guidance for coordinated action in rendering assistance to the citizens of the Town of Taghkanic, New York in the event of a disaster whether created by man or nature.

BASIS

Disaster planning is based on the New York State Defense Emergency Act, the regulations and orders of the State Defense Council and the State Civil Defense Commission; The Emergency Plan for Natural Disasters of the State of New York; and the National Plan for Natural Disaster Mobilization.

The Town recognizes that planning and preparatory actions are required before an emergency. Emergency preparedness allows the Town to prepare for and react to emergency situations to save life and property if the Town is threatened or hit by a disaster or major emergency.

The Town Board shall have the primary responsibility to see that planning and reasonable actions are taken to prepare for disasters and to provide for the safety and security of the community during a disaster.

MOBILIZATION

The Emergency Operations Center (E.O.C.)

The Emergency Operations Center (E.O.C.) for the Town will be the Taghkanic Town Hall located on State Route 82 in the Town, and the second alternate location will be the Taghkanic Fire Company #1 building located on Old State Route 82 in the Town. The actual E.O.C. may be established at other locations upon the decision of the Local Emergency Management Committee. Once a State of Emergency or a Level 2 or Level 3 Emergency has been declared by the Town Supervisor (or the next Public Official in line), the E.O.C. will be staffed on a 24-hour basis or as deemed necessary until the declared emergency or level is terminated. **The E.O.C. will forward all warnings, directives, information, etc. to the Incident Command Center** (tactical) and any other appropriate agency (Town, County, and State). Communications will be via the Columbia County 911 Center, local radio frequencies, telephone, cooperating agencies or the most expedient media method. Each person assigned to the E.O.C. will be familiar with this plan, NIMS (National Incident Management System), the Intermediate ICS-300, and the ICS-300 working forms (that are an attachment to this plan), Columbia County Emergency Plan, and also other applicable Management and Operations Plans, particularly the sections pertaining to each person assigned duties.

Essential Emergency Operation Records

The Town Supervisor and Town Clerk functioning at the ~~E.O.C.~~ are responsible for the maintenance and availability of records, the procurement of documents, plans, and other materials required to discharge their function and the function of others during an emergency.

Sequence of Action

Members of the Town Board, the Town Emergency Management Committee, the E.O.C. Public Information Officer (P.I.O.), Clerks, and other personnel as required, will assemble at the E.O.C. upon notification of the existence of a Declared State of Emergency or the establishment of a Level II incident. This shall include pre-incident planning when an emergency event is forecasted.

To manage the effects of an emergency, appropriate steps will be taken at the E.O.C. to mobilize fully the available personnel, resources, facilities, supplies and materials in the Town or the surrounding areas according to the contents of this plan listed as follows:

1. The Town of Taghkanic Supervisor or the Deputy Supervisor is responsible for the notification and declaration of an emergency or disaster using the Article 2B document.
2. Each department head in the Town is responsible for assuring maximum effectiveness and utilization of all personnel and equipment of their department to accomplish the Town's responsibilities under this plan. Each department head will retain control of their department and implement direction received from the E.O.C.
3. All Town Departments and impacted agencies should be aware of all available mutual aid and to utilize all mutual aid plans in the event of an emergency or disaster. Mutual aid plans should be in place (such as the County Fire Mutual Aid Plan) prior to any perceived disaster or event that may require their implementation.
4. The Town shall contact the Columbia County Emergency Management Office (CCEMO) regarding any major emergency or disaster situation. Assistance from CCEMO shall be requested when all local and mutual aid resources are exhausted. All requests for CCEMO assistance shall be approved by the Town Supervisor or by someone designated as the Supervisor's representative. Requests for CCEMO shall be via radio to the Columbia County Emergency Communications Center (CCECC), telephone to the CCEMO, or by what other form of communication as necessary.
5. All requests for military assistance will be made by the Supervisor of the Town, to the Chairman of the Columbia County Board of Supervisors who will forward the request to the CCEMO who will contact the State Natural Disaster Commission.
6. **The American Red Cross** is recognized as the agency responsible for mass care to persons immediately following a disaster.

Local Red Cross chapters can extend natural disaster relief assistance to individuals and families and the Red Cross can assume administrative and financial responsibility in providing such assistance. The American National Red Cross has been assigned this responsibility by the Congress of the United States. The American Red Cross chapter responsible for the Town of Taghkanic is the Columbia County Chapter and their telephone number is 1-800 831-0927.

RESPONSIBILITIES & FUNCTIONS

1. **The Town Supervisor of Taghkanic** or the ranking elected Town Official, working within the Unified Incident Command System as outlined in the Town of Taghkanic Emergency Preparedness Plan Operations Manual, will be responsible for the overall conduct of operations in the Town. The Supervisor shall use any and all available facilities, equipment, supplies, personnel, and other such resources of the Town of Taghkanic that may be necessary or appropriate to cope with the disaster. The Town Supervisor of Taghkanic shall oversee and direct the activities of all agencies within the Town against the effects of the emergency in conformance with the approved plans for rescue and relief of the people, and the recovery and rehabilitation of the Town of Taghkanic. This will be accomplished by utilizing the services of the Emergency Operations Center and its staff. The Supervisor shall also make declarations with regard to compliance with Executive Law Article 2B.

2. **The Town Board of the Town of Taghkanic**, as the elected body of the people, shall take appropriate steps to prepare for any disaster or emergency, and shall generally be responsible for this and other emergency preparedness plans.
3. **The Town Clerk of the Town of Taghkanic** is responsible for the maintenance and availability of essential records, documents, and other materials as required during the emergency. The Town Deputy Clerk will assume all responsibilities in the Clerk's absence.
4. **Town Emergency Management Committee** and the **Town Emergency Preparedness Coordinator as appointed by the Town Board shall coordinate and implement the operations of the EOC, under the supervision of the Supervisor.** The Emergency Management Committee and the Town Emergency Preparedness Coordinator will monitor the situation and advise the Supervisor of operational priorities and recommend request for assistance from the Columbia County Emergency Management Office, The Columbia County Board of Supervisors, the Private Sector, or other agencies as listed in this plan or need dictates. In the absence of the Emergency Preparedness Coordinator, the Resident Deputy shall over-see the operations of the Committee. (See Custodial Maintenance Responsibility section.)
5. **The Fire Chief**, or the highest ranking on scene fire officer, as stated in the Operations Manual of this plan, will be the **INCIDENT COMMANDER (IC)**. He or she will designate an **Operations Chief**. The Fire Chief, as Incident Commander, will establish his **COMMAND STAFF** at the EOC for **PIO, Liaison Officer, and Safety Officer**. He or she will then establish **Operations, Logistics, Planning, and Finance Section Chiefs**. The IC will establish an **IAP (Incident Action Plan)** for the incident under these common principles of size-up:
 1. **Determine if life is at immediate risk.**
 2. **Ensure that personnel safety factors are taken into account.**
 3. **Determine if there are any environmental issues that need to be managed.**The IC will establish operational periods, follow all guidelines, and complete all applicable forms specified for ICS-300 management system.
6. **The Resident Deputy** of the Town, as stated in the Operations Manual of this plan, will have an officer in the Command Post and at the **E-O-C** to command-/coordinate all police activities as provided within the scope of this plan. The Resident Deputy shall provide security, maintain public order, control traffic, control population movements, direct persons to shelters, assist handicapped persons, and identify and care for any persons deceased. The Resident Deputy may call upon the Columbia County Sheriff's Department, The New York State Police, and others for assistance, and advise as is deemed necessary. In the absence of the Emergency Preparedness Coordinator, the Resident Deputy will over-see the operation of the Committee.
7. **The Town Highway Department** Highway Superintendent or Working Foreman will direct action to check, restore, and maintain essential public facilities and services. These services are to include roads & bridges, public buildings, reservoir, and all other areas of the public domain within his scope. They may call upon the services of the Columbia County Department of Public Works and the Columbia County Department of Engineering for such assistance as necessary to restore and maintain vital Town services. They shall work with any and all public utilities (power & telephone) as needed. Areas of concern that are generated by the water or sewer operations, specifically areas where chlorine is used, will be evaluated by the Incident Commander and a determination made as to implementing the Columbia County Comprehensive Emergency Management Plan which specifically deals with the hazardous

materials on hand at these locations. Determination will evaluate the magnitude of the release and the potential for hazards to people and the environment. Department of Public Works personnel will not handle hazardous materials. The Highway Superintendent or Deputy Foreman will be in contact with the Hudson Department of Public Works concerning the Hudson Reservoir.

8. **The Building Inspector (BI) or designated person by the BI** of the Town will be responsible for the safety inspections of damaged buildings, both commercial and residential before evacuees are allowed to reoccupy them.

Command Staff – EOC ICS (I-300 Guidelines)

1. **Public Information Officer (PIO)** under the direction of the IC at the EOC and the Operations Chief at the Command Post (On Scene) shall disseminate information relative to the incident and issue such information to the public through the appropriate media. The PIO shall also keep other agencies such as the Columbia County Emergency Management Office advised of the status of the incident as they develop.

2. **Safety Officer** monitors incident operations and advises the IC on all matters relating to operational incident safety, including the health and safety of the emergency responders. He or she as emergency authority to stop or prevent unsafe acts during incident operations. He or she will continuously monitor procedures and the **IAP** for safety concerns that may occur as the incident grows or changes due to the dynamics of the emergency.

3. **Liaison Officer** ensures good communication between all governmental and nongovernmental agencies working to mitigate the incident. He or she will advise the IC and coordinate for the IC all inter agency communications. Establish that all agency representatives have documented contact numbers and coordinate phone lists to facilitate good communications through the duration of the incident.

4. **Medical Officer (MO)** shall be the highest-ranking officer of the NDP Rescue Squad and or the Copake Rescue Squad and shall be responsible for assisting the SAFETY OFFICER writing the INCIDENT MEDICAL PLAN, and the activation of REMO (Regional Emergency Medical Operations) and Mass Casualty Incident Plan as outlined in the Operations Manual. The MO shall assist the SAFETY OFFICER at the EOC, and appoint an operation Medical Officer to assist fire, police at the CP (Command Post) regarding all EMS (Emergency Medical Services) matters.

General Staff - ICS I-300 Guidelines

1. **Operations Section Chief** is appointed by the IC and will establish a Command Post near the incident at a safe upwind, uphill location, and institute the Unified Incident Command System, and command/or coordinate fire and rescue activities with all other agencies be they public or private, and call upon the Columbia County Fire Coordinators Office or the Columbia County Emergency Management Office, under mutual aid, for advice and/or assistance concerning fire and rescue related emergencies, relief operations, and from other agencies as needed with regard to control of the incident. He or she will manage all tactical operations at the incident scene, utilizing the written IAP developed by the IC as an incident mitigation guideline. Maintain close communications with the IC at all times. Establish Branch Directors, Division/Group Supervisors, as per span of control and incident size referring to ICS-300 following operations responsibilities.

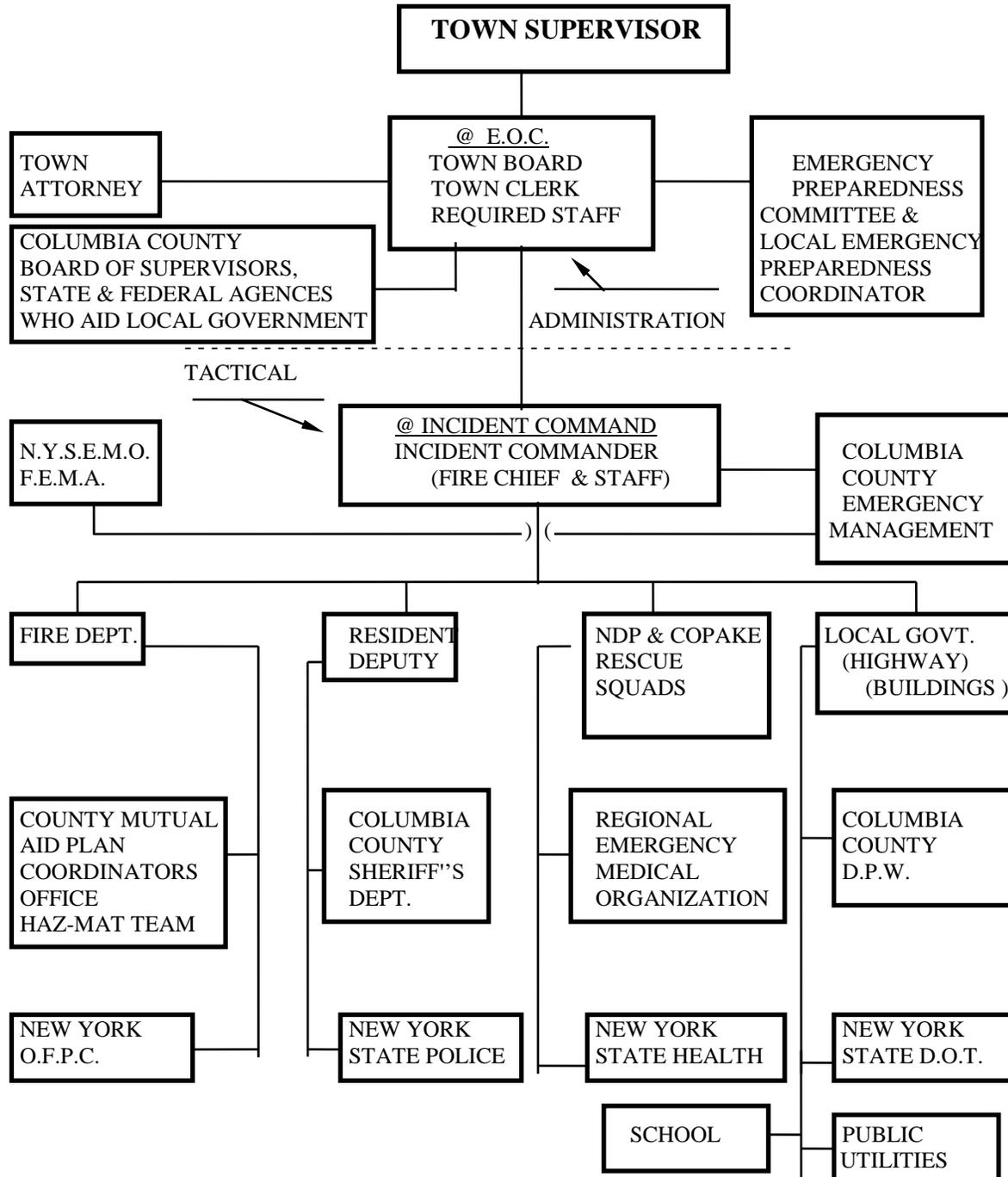
2. **Logistics Section Chief** shall be appointed at the EOC by the IC and shall carry out procurement as required. The Logistics Officer shall oversee all needed commodities such as transportation of people or goods, and or requests for materials or specialized items. He or she shall contact Columbia County Emergency Management Office (CCEMO) for all requests that inter town agencies cannot provide.

3. **Planning Section Chief** is responsible for providing planning services for the duration of the incident collecting situation and resource information that he or she evaluates to determine the actions and strategy that will be developed for action plans for operational periods. He or she will facilitate the all-planning meetings for operational period briefings.

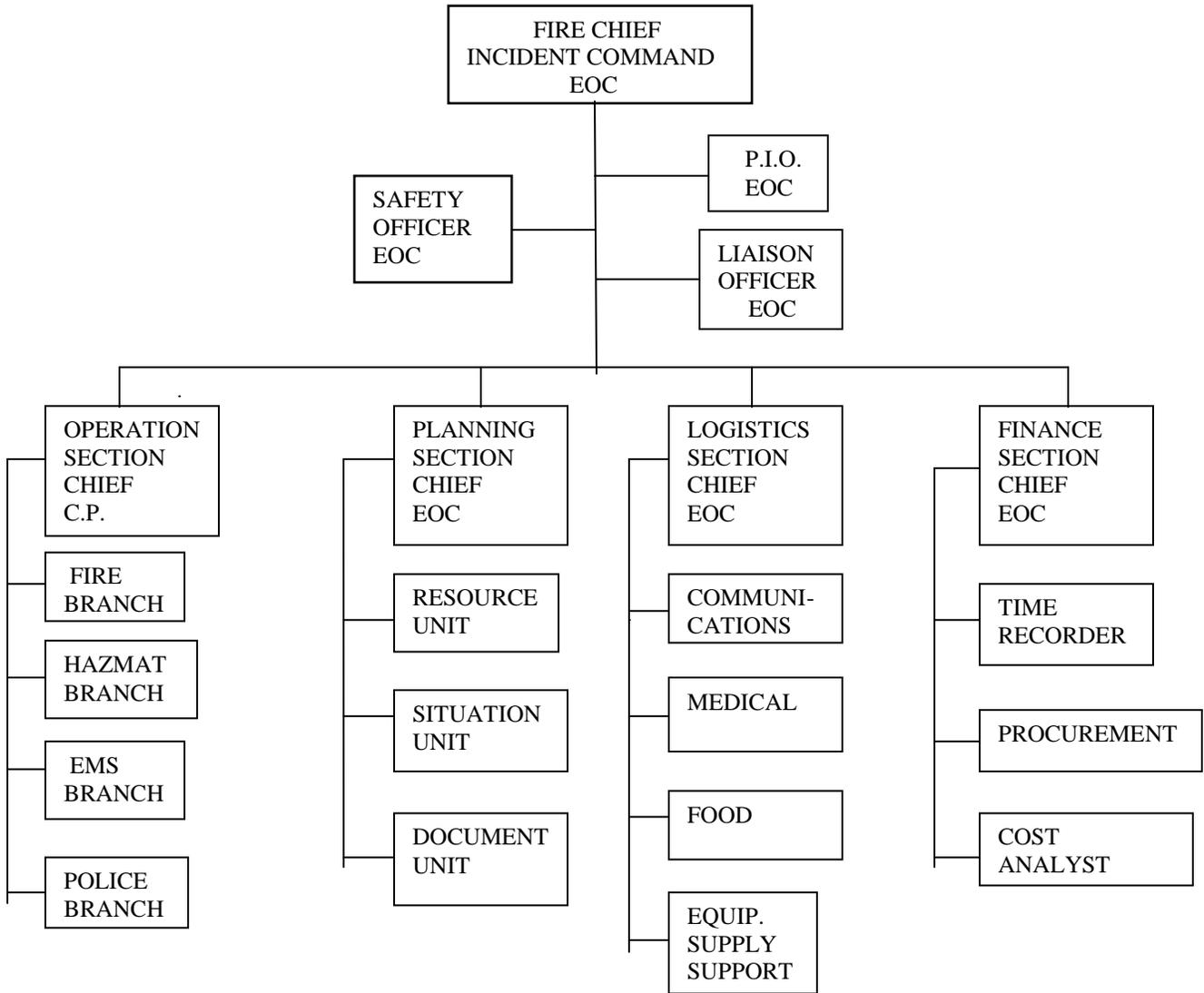
School Officials as outlined in their contingency plans shall direct action related to care for students in school during emergency situations. The EOC shall be continually kept informed of conditions at all affected schools.

Additional responsibilities and functions: All department heads and/or other responsible persons, as listed in this plan shall carry out their assigned duties, responsibilities, and other tasks as may become necessary.

Town of Taghkanic Emergency Preparedness Plan HIERARCHY



ICS I-300 COMMAND SYSTEM STRUCTURE



EMERGENCY PREPAREDNESS PLAN

OPERATIONS MANUAL

SECTION 1

1.1 PURPOSE: To serve as a guide for responding emergency personnel to assure that effective leadership, coordination, and the unified command of emergency response forces in the event of a disaster, is provided using the **UNIFIED INCIDENT COMMAND SYSTEM as described in the Intermediate ICS, I-300 manual, part of the NIMS (National Incident Management System) sponsored and supported by the Federal Government.** It is not intended to limit or restrict initiative, judgment, or independent action required to provide appropriate and effective service. At the same time, freedom of initiative cannot be used as an excuse for failure to take the necessary coordinated action to successfully accomplish objectives. This manual cannot prescribe for every conceivable required action and it will there for be necessary to draw upon sound judgment to cope with unusual situations.

1.2 DISASTER: An event or series of events that may result in severe or extensive damage, loss of property, casualties, deaths, and/or disruption to the normal every day routine. The following conditions and/or situations (but not limited to) may constitute a disaster:

- a. Transportation accident
- b. Natural disasters
- c. Nuclear radiation accidents
- d. Incidents involving hazardous materials
- e. Structure fires, explosions and/or collapse
- f. Utility failures

1.3 EMERGENCY RESPONSE LEVELS: Although any incident can escalate, this plan will become effective with the implementation of a **LEVEL** of response and the establishment of the UIC. **LEVELS** are described as follows:

a.) **LEVEL 1:** An incident requiring the implementation of the disaster plan without staffing of the Emergency Operations Center.

b.) **LEVEL 2:** An incident requiring the full implementation of the disaster plan including the full staffing of the Emergency Operation Center.

c.) **LEVEL 3:** An incident requiring the implementation of the Columbia County Emergency Response Plan or any incident involving hazardous materials.

1.4 DISASTER AREA: The geographic area surrounding the disaster site. The extent of this area is determined by the Incident Commander/Coordinator (IC), in conjunction with Command Post personnel. Disaster procedures directed at occurrences involving major emergencies should utilize this plan in conjunction with the plans of the Columbia County Office of Emergency Management and the New York State Emergency Management Office.

1.5 INTRODUCTION TO THE PLAN: Effective disaster control operations are dependent upon the coordination and cooperation of Fire, Police, Emergency Medical Services and various other

public and private agencies that may be called upon to perform their duties in conjunction with the occurrence. Each incident may differ by type, area, location, number of persons affected and extent of damage, but the basic responsibilities remain the same and the following procedures are established applicable to a disaster.

1.5.1 POLICE: security, maintenance of public order, traffic control, care and identification of deceased.

1.5.2 EMERGENCY MEDICAL SERVICES: triage, emergency care and patient transport.

1.5.3 FIRE DEPARTMENT: firefighting, rescue, salvage, and EMS assistance.

1.5.4 FIRE POLICE: assist the police, fire and EMS personnel as needed.

1.5.5 HIGHWAY DEPARTMENTS: maintenance of streets, bridges, and all official trucks, cars and equipment. Hudson Reservoir Foreman.

1.5.6 BUILDING INSPECTOR: safety inspection of damaged buildings.

1.5.7 PRIVATE BUSINESS: determined by the type of incident and the available resources.

1.5.8 LOCAL GOVERNMENT OFFICIALS: to oversee operations and to request assistance from County, State, Federal Agencies and/or private sector as needed. Local Officials will also invoke all necessary and required compliances with regard to Article 2B of Executive Law.

1.6 DEFINING A HAZARDOUS MATERIAL: For the purpose of definition, in the Code of Federal Regulations (CFR) a Hazardous Chemical Material is a substance that meets one or more of the following characteristics:

1. Has a flash point below 140 degrees F (closed cup), or is subject to spontaneous heating.
2. Has a threshold limit value below 500 PPM for gases and vapors, below 500 mg/m³ for fumes, and below 25 mppcf for dust.
3. Has a single dose, oral, Lethal Dose below 50 mg/kg.
4. Is subject to polymerization with the release of large amounts of energy.
5. Is a strong oxidizing or reducing agent.
6. Causes 1st. degree burns to the skin after a short time exposure to skin, or is systemically toxic to the skin by contact.
7. In the course of normal operations, may produce dust, gas(es), fumes, vapors mists, or smokes, which have one or more of the above characteristics.

This also includes any product or substances that are carcinogens, toxic, irritants, corrosives, sensitizers, and agents that damage the lungs, skin, eyes, or mucous membranes.

Hazardous Materials will be handled by the Columbia County Hazardous Materials Response Team.

SECTION 2 - DISASTER REPORTING

2.1 NOTIFICATION: The initial report of a multi-casualty incident or an extensive destructive incident, requiring Fire, Police, Emergency Medical Services response in addition to other types of necessary assistance should be received through Columbia County 911 Center (CC911C), however, all events requiring an implementation of this plan will be reported to the CC911C.

2.2 ESTABLISHING A LEVEL: When the report of a possible **LEVEL 1, LEVEL 2, or LEVEL 3** emergency is received, the following information will be ascertained:

- a) Nature of the Occurrence - The initial report must be verified prior to the initiation of the disaster plan.
- b) Verification of location
- c) Casualty and damage assessment
- d) Involvement of hazardous materials (as defined)

2.3 RESPONSE & ACTUATION: All Fire Departments and EMS Units not responding directly to the incident will remain on standby as directed by the Operations Section Chief and the Staging Officer.

2.3.1 MUTUAL AID: Mutual Aid requests will be initiated only with the approval of the IC and the Command Post.

2.3.2 REPORTING & ASSIGNMENT: All personnel responding to Mutual Aid requests will report to the staging area, will work only in support of the Command Post and will not order any large scale activity to be performed until directed to do so by the Command Post.

2.3.3 DURATION: The IC and Command Staff at the EOC will determine the time lengths for **Operational Periods**. All **Command Staff** and **General Staff** shall remain at their post for full operational period unless otherwise, approved by the IC and without designating a ranking officer to represent them until their return. All Command Post Members should stay at the Command Post until relieved by the Operation Section Chief for that designated operational period.

2.4 FIRST AMBULANCE AT THE SCENE: Ranking Officer shall activate the Regional Emergency Medical Organization (REMO) Mass Casualty Incident (MCI) plan if necessary, and assure that an EMS communication system is established.

SECTION 3 COMMAND POST (On scene)

3.1 LOCATION: The Operations Chief will establish the Command Post upwind, uphill and in the Cold Zone, EMS, Police, Hazmat, will supply a representative to form a UNIFIED COMMAND structure at the Command Post.

a) The Command Post should be within reasonable distance of the triage area if possible as this will allow the Triage Officer (TO) to respond to either operation as need requires. The Command Post should be separated from the field hospital so as not to interfere with either operation.

b) Position Command Post vehicles so they do not expel fumes in the direction of the field hospital or triage area.

3.2 COMMUNICATIONS: A Communication Center shall be set up at the Command Post. The following communications systems will be required:

- a) Fire Department frequencies
- b) Police Department frequencies
- c) EMS frequencies
- d) Fire Police, and Town specific frequencies
- e) Telephones - Cellular and/or land

3.3 STAFFING: On Scene Command Post Personnel:

- a) Operations Section Chief/Coordinator
- b) Ranking Police Officer
- c) Ranking EMS Field Officer
- d) Communications Field Officer
- e) Emergency Preparedness Committee Representative
- f) Safety Officer
- g) Clerks as required or other technical staff to assist with mitigation

3.4 COMMAND POST MARKINGS: The on scene Command Post shall be identified in a distinctive manner.

SECTION 4 EMERGENCY OPERATIONS CENTER (EOC)

4.1 LOCATION: The Emergency Operations Center (EOC) will be established only on a **LEVEL 2** or **LEVEL 3** incident, and will be established as described in the **Management Plan** section under **Mobilization**.

4.2 STAFFING: The following personnel will be part of EOC;

- a) Incident Commander – Fire Chief/or his representative
- b) Liaison Officer
- c) Public Information Officer (PIO), appointed by personnel at the EOC
- d) Incident Safety Officer
- e) Planning Sector Chief
- f) Logistics Sector Chief
- g) Finance Sector Chief
- h) Town Supervisor
- i) Town Clerk

SECTION 5 HAZARDOUS MATERIAL INCIDENTS

5.1 GENERAL RESPONSE: All incidents that involve or have the potential to involve hazardous materials, as defined, will require a **LEVEL 3** response as the involvement of the Columbia County Emergency Management Plan may be required. In all cases the requirements of **29 CFR 1910.120 & 29 CFR 1910.1200** will be met.

5.2 PERSONNEL: All responders to a hazardous materials incident shall meet the basic requirement for training at the level they are going to participate at. All personnel directly involved (Hazardous Materials First Responders, Hazardous Materials Technicians, or advanced) with the incident shall be trained and equipped to the level that will mitigate the incident. The Columbia County Haz-Mat Team will be used as required.

5.3 SPECIALIZED PERSONNEL: All personnel called to respond in specialized areas (County Haz-Mat, contractor, etc.) shall be under the direction of the I-C, and in most cases shall make available a representative in the command post.

SECTION 6 RESOURCES

6.1 ESTABLISHING A LIST: The Emergency Preparedness Committee shall compile a listing, with telephone numbers, of all resources, which may be needed in a disaster situation. This listing shall be reviewed semi-annually or as needed.

6.2 LOCATIONS: Copies of the resource list shall be kept on file at the following locations:

- a) Taghkanic Fire Co. #1, Inc., Churchtown Fire Co., Craryville Fire District.
- b) Resident Deputy
- c) The office of the Town Clerk
- d) 5 Town Board Members

CONCLUSION

The success of an Incident depends largely on the implementation of a **UNIFIED INCIDENT COMMAND SYSTEM** with the cooperation and coordination by all persons involved at the Command Post and Emergency Operations Center, utilizing management guidelines specified under the ICS I-300 (NIMS). If all decisions are collectively made at the Command Post and smoothly flow to the persons who must effectively perform the assigned tasks, then the overall operation should result in a successful conclusion.

LIST OF EMERGENCY RESPONSE PERSONNEL

ALL LEVELS

TAGHKANIC FIRE CO. #1, INC.
CHURCHTOWN FIRE CO.
CRARYVILLE FIRE DISTRICT
RESIDENT DEPUTY
NDP RESCUE SQUAD
COPAKE RESCUE SQUAD

LEVEL 2 ONLY

SUPERVISOR TOWN OF TAGHKANIC AND/OR
DEPUTY SUPERVISOR TOWN OF TAGHKANIC
TOWN BOARD COUNCIL
TOWN CLERK AND/OR DEPUTY

AS NEEDED AT ANY LEVEL

TOWN HIGHWAY SUPERINTENDENT AND/OR WORKING FOREMAN
HUDSON PUBLIC WORKS (RESERVIOR)
BUILDING CODE ENFORCEMENT
TOWN ATTORNEY

RESOURCE MANUAL TOWN OF TAGHKANIC EMERGENCY PREPAREDNESS PLAN

USING THIS DOCUMENT

As most elements of this plan will, in all probably, allow for communications to be routed through the Columbia County Emergency Communications 911 Center for Level 1 & 2 incidences, the following list has been compiled to supplement the vast resources of that agency, and act as a primary list were we unable to communicate with them.

Telephone numbers for Chemtrec, CSX, Poison Control Center, and some others are listed on a separate page titled *Supplemental Numbers*. Other sections of this resource manual are laid out in logical format grouping similar agencies together and listing private sector resources that may be called upon as situations present themselves.

SECTION 1 PLAN OFFICERS

<u>PLAN RESPONSIBILITIES</u>		<u>HOME PHONE</u>	<u>WORK PHONE</u>	<u>CELL PHONE</u>
<u>TAGHKANIC FIRE CO.</u>				
William Hilscher,	Chief	N/A	518-851-3324	518-821-2084
Donald Coons Jr.,	1 st Asst. Chief	518-329-1164	518-828-4126	518-755-6228
Dennis Callahan	1 st Asst. Chief	518-851-3352	518-851-6958	518-821-4835
<u>CHURCHTOWN FIRE CO.</u>				
Jamie Preusser	Chief			518-929-5632
Nathan Chess	1 st Asst. Chief	518-		917-881-0563
<u>CRARYVILLE FIRE DISTRICT</u>				
William Baker	Chief	518-325-4888	518-828-4114	518-929-7001
John Piser	1 st Asst. Chief	518-325-4026	518-828-4114	518-821-4146
Chester Pulver III	2 nd Asst. Chief	518-325-4624	518-828-4114	518-
<u>RESIDENT DEPUTY</u>				
Brain Molinski	Resident Deputy		518-828-3344 ext. 1427	
<u>SUPERVISOR TOWN OF TAGHKANIC</u>				
Ryan Skoda		518-774-1085		
<u>DEPUTY SUPERVISOR, TOWN OF TAGHKANIC</u>				
Joyce Thompson		518-851-3487		518-567-7619
<u>TOWN COUNCIL PERSONS</u>				
Joyce Thompson		518-851-3487		518-567-7619
Kara Gilmore				845-233-8345
Elizabeth Craig				201-803-9393
Linda Swartz		518-851-8982		518-965-7614
<u>CLERK TOWN OF TAGHKANIC</u>				
Cheryl Rogers		518-851-7161	518-851-7161	518-821-4358
<u>DEPUTY TOWN CLERK</u>				
Jean-Adele Howard		518-851-6976		518-567-2975
<u>MEDICAL OFFICER – NDP AND/OR CRS</u>				
NDP		800-580-2909	518-828-4114	
CRS		518-329-2200	518-828-4114	
<u>TOWN HIGHWAY SUPERINTENDENT</u>				
Foster George Hotaling		518-851-2205	518-851-7806	518-751-6066

<u>PLAN RESPONSIBILITIES</u>	<u>SECTION I</u>			
	<u>(Continued)</u>	<u>HOME PHONE</u>	<u>WORK PHONE</u>	<u>CELL PHONE</u>
<u>HUDSON PUBLIC WORKS</u>				
Robert Perry		518-828-0496	518-828-9458	518-965-5235
<u>CODE ENFORCEMENT OFFICER</u>				
Dennis Callahan		518-851-3352	518-851-6958	518-821- 4835
<u>EMER.PREP. COOR.</u>				
Ryan Skoda		518-774-1085		
<u>ATTORNEY FOR THE TOWN</u>				
		518-	518-	518-
<u>ANIMAL CONTROL</u>				
Wes Powell wespowell333@yahoo.com		518-794-0225		518-339-4008
Pine Plains Veterinary		518-398-9494		
Columbia-Greene Humane Society		518-828-6044		
Copake Vet. 24/7, (Sm. and Lg. Animals)		518-329-6161		
<u>OFFICE FOR THE AGING</u>		518-828-4258		
<u>COLUMBIA COUNTY VISITING NURSES</u>				
Jack Mabb		518-828-3358	EXT. 1240	
<u>PUBLIC INFORMATION/COMMUNICATIONS</u>				
Carol Patterson		518-851-3352		
<u>HIGHWAY DEPT.</u>		518-851-7806		
Foster (George) Hotaling				
Jonathan Hotaling				
Michael Conn				
Ronald Herishko				
T. Dewitt Tripp				
Joshua Tyler				

SECTION 2

EMERGENCY SERVICES

<u>COUNTY CONTROL (FIRE & EMS)</u>	911 or 518-828-4114		
<u>SHERIFF'S DEPARTMENT</u>	518-828-3344		
<u>COLUMBIA COUNTY 911 CENTER</u>	518-828-1263 (Unrecorded non-emergency)		
<u>EMERGENCY MANAGEMENT</u>	518-828-1212		
<u>STATE POLICE (LIVINGSTON)</u>	518-851-3111		
<u>NYSDOT</u>	518-828-9401		
<u>COLUMBIA COUNTY D.P.W.</u>			
HIGHWAY - DAYS	518-828-7011		
HIGHWAY - NIGHTS	518-828-1114		
ADMINISTRATION	518-828-7011		
SOLID WASTE - DAYS	518-828-2737		
SOLID WASTE - NIGHTS	518-828-1114		
<u>TOWN OF TAGHKANIC</u>	<u>HOME</u>	<u>WORK</u>	<u>CELL</u>
Ryan Skoda (SUPERVISOR)	518-774-1085		518-774-1085
Joyce Thompson DEPUTY SUPERVISOR		518-851-3487	518-567-7619
TOWN CLERK	518-851-7161	518-851-7161	518-821-4358
DEPUTY TOWN CLERK	518-851-6976		518-567-2975
HIGHWAY SUPERVISOR	518-851-2205	518-851-7806	518-751-6066
TOWN HALL	518-851-7638		
<u>CITY OF HUDSON</u>			
D.P.W.	518-828-6840		
WATER DEPT.	518-828-3291		
<u>FIRE STATIONS</u>			
TAGHKANIC FIRE CO., INC.	(#1) 518-851-5931	(#2) 518-851-3566	
CHURCHTOWN FIRE CO.	518-851-5194		
CRARYVILLE FIRE DISTRICT-	518-325-3665		
NORTHERN DUTCHESS RESCUE	800-580-2909		
COPAKE RESCUE SQUAD	518-329-2200		
AMERICAN RED CROSS	518-458-8111	LOCAL	
	800-831-0927	ALBANY CHAPTER	
<u>FIRE CHIEFS BURN FUND</u>	518-828-4114	(COUNTY CONTROL)	

SECTION 3 PUBLIC UTILITIES

<u>NATIONAL GRID</u> - Emergency 24hr.	800-932-0301	Emergency Problems
Local Office	518-828-8601	
<u>NYSEG</u> - Emergency 24hr	800-600-1131	Emergency Problems
<u>CENTRAL HUDSON</u>	800-527-2714	
<u>VERIZON</u> -	800-265-2316	
<u>FAIRPOINT</u> -	800-400-5568	
<u>AT&T</u> -	800-499-7928	

SECTION 4 COMMUNITY RESOURCES

HUDSON CITY SCHOOL DISTRICT **DISTRICT OFFICE**

BUSINESS
518-828-4360

ADMINISTRATION

Dr. Maria Lagana Suttmeier- Superintendent

518-828-4360

TRANSPORTATION

Nikki DeDominicis

518-828-2415 ext. 2103

SUPT. OF BUILDINGS & GROUNDS

George Keeler 518-828-4360 ext. 2101

TACONIC HILLS SCHOOL DISTRICT **DISTRICT OFFICE**

518-325-2800

ADMINISTRATION

Neil Howard – Superintendent

518-325-2890

TRANSPORTATION

Richard Viebrock

518-325-2870

SUPT. OF BUILDINGS & GROUNDS

Nicholas Smith

518-325-2880

SECTION 4
COMMUNITY RESOURCES
(continued)

COLUMBIA-GREENE COMMUNITY COLLEGE

MAIN OFFICE 518-828-4181

ADMINISTRATION

Dr. Carlee Drummer - President 518-828-4181 x3325

TRANSPORTATION

518-828-4181

SUPT. OF BUILDINGS & GROUNDS

GERMANTOWN CENTRAL SCHOOL

DISTRICT OFFICE 518-537-6281

ADMINISTRATION

Susan Brown– Superintendent 518-537-6281 ext. 2308
- Secretary ext. 202

SUPT. OF BUILDINGS & GROUNDS

Jim Palmieri 518-537-6281 ext. 2315

TRANSPORTATION (BUS)

Johnston & Pulcher 518-567-5661

WRECKERS AND WINCHES

Burch's Towing 518-392-2662
Speed's Garage 518-672-6600
George's Towing 518-325-4844

FUEL -MOTOR & HEATING

Columbia County Highway	518-828-7111	EMERGENCY
Agway Energy	518-828-4083	
Muhlern Gas Co.	518-828-1300	
Valley Oil	518-851-3921	
First Fuel	518-828-8700	

FOOD STORES

Shop Rite	518-828-0912	DAYS
Getty Mart (Taghkanic)	518-851-6110	DAYS
Hannaford	518-851-2098	

SECTION 4
COMMUNITY RESOURCES
(continued)

Extra Mart (Bells Pond)	518-851-7631	24 HRS.
Wal-Mart (Hudson)	518-828-0160	24 HRS

NEWS MEDIA

Register-Star	518-828-1616	Columbia Paper	518-821-6466
WRGB-TV CH 6	518-436-6666	CABLE CH.7	518-392-3500
WTEN-TV CH 10	518-462-9836	WNYT-TV CH 13	518-436-4791
WGY RADIO 810 AM	518-381-4848 (News Line)	98.5	518-851-5006

SECTION 5
SUPPLEMENTAL NUMBERS

CSX

DISPATCHER	518-767-6112	CALL FIRST
BOSTON DISPATCH	518-767-6102	
CSX POLICE	800-232-0144	
CSX- STO	518-767-6900	
Selkirk Yard	518-767-6249	

CHEMTREC

800-424-9300

POISON CONTROL CENTER

Hudson Valley Poison Control	800-336-6997
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NEW YORK STATE DOT

518-828-9401

WEATHER @ COLUMBIA COUNTY AIRPORT

AWOS	518-828-2577
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ALBANY MED FLIGHT

800-525-6663

LAKE TAGHKANIC STATE PARK

Possible place for large animals	518-851-3631	845-889-4100
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**LOCAL
STATE**

EVACUATION PROCEDURES

In the event of the need to evacuate residents of the Town, the Supervisor and staff of the EOC will determine the destination of the evacuees based on the number of people being evacuated, and the anticipated duration of the evacuation. Limited evacuation will be conducted for Level 1 incidents as outlined in the Columbia County Emergency Preparedness Plan. Larger scale evacuations will require an order from the Supervisor, or the ranking elected official, with regard to compliance with Executive Law Article 2B.

The IC will follow the outlined procedure if the need to evacuate residents arises:

1. The IC will request the Police Department to start evacuations within the scope of the level of the incident.
2. The ranking officer of the Police Department will effect the evacuation to the residents impacted by the incident. The Police Department shall ensure all evacuees are properly instructed as to the nature of the incident, the location of the emergency evacuation that residents are being sent to, and the number of evacuees being sent to the emergency center.
3. The Emergency Evacuation Center, as established by the EOC, will have a system for logging in (listing) all residents as they arrive. This listing will be used to account for residents who are displaced from their homes and shall match the list compiled by the Police Department during the actual evacuation.
4. Possible sites for evacuees are:
 - a.) Taghkanic Fire Station #1
 - b.) Churchtown Fire Station
 - c.) Hudson City School District
 - d.) Taconic Hills School District
 - e.) Columbia Greene Community College
 - f.) Germantown Central School District

These sites all have some capacity for lodging utilizing the Greenport Rescue Squad's portable field hospital equipment. Some of these buildings are generator equipped; however portable generators may be used in an emergency. The Taconic Hills School or CGCC are the preferred choices as the size of the buildings will allow for a larger population and there is a food preparation area. Transportation will be needed depending on choice of location.

Other sites in the Town and nearby (churches, schools, and theaters) have not been factored into this plan. As this plan evolves, more locations for evacuees may develop.

APPENDIX B

LOCAL STATE OF EMERGENCY

A disaster is defined as the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made cause. Article 2-B of the Executive Law provides that in the event of a disaster, the Supervisor is authorized to declare a local state of emergency within a village and to issue local emergency orders to protect life and property or to bring the emergency under control. Unlike a resolution or local law, a declaration of a local state of emergency may be issued unilaterally by the Supervisor and without a public meeting of the municipal governing board.

Article 2-B provides the Supervisor with significant and wide-sweeping authority during a local state of emergency. Orders issued by the Supervisor in such situations may provide for the establishment of a curfew; prohibition/control of traffic; designation of specific zones within which the occupancy/use of buildings and the ingress/egress of vehicles and persons may be prohibited or regulated; regulation and closing of places of amusement and assembly; suspension or limitation of the sale, dispensing, use or transportation of alcoholic beverages, firearms, explosives, and flammable materials and liquids; and the prohibition and control of the presence of persons on public streets and places.

The local emergency orders of a Supervisor must be executed in triplicate and must be filed within 72 hours (or as soon as practicable) in the office of the Town Clerk, the office of the County Clerk, and the Office of the Secretary of State.

Supervisor or Deputy Supervisor are authorized to give, lend or lease any services, equipment, facilities, supplies or other municipal resources to assist a municipality in emergency relief, reconstruction, or rehabilitation from a disaster.

**TOWN OF TAGHKANIC
COUNTY OF COLUMBIA
STATE OF NEW YORK**

LOCAL STATE OF EMERGENCY DECLARATION

A **State of Emergency** is hereby declared in _____ for a period of time beginning at _____ hours on the date of _____ and continuing in effect for a period not to exceed five (5) days and ending at _____ hours on the date of _____.

The **State of Emergency** has been declared due to emergency conditions produced by:_____. Such conditions threaten or imperil the public safety of the citizens of this municipality.

As Chief Executive of this municipality, I have exercised the authority given to me under New York State Executive Law, Article 2-B, to preserve the public safety and hereby render all required and available assistance vital to the security, well being and health of the citizens of the community.

I, hereby, direct the Department(s) of _____ to take whatever steps necessary to protect life and property, public infrastructure and other such emergency assistance as deemed necessary.

Signed:_____

Title_____

Date_____

APPENDIX C

LOCAL RADIO FREQUENCIES

FREQUENCY

AGENCY

FIRE

161.875	Columbia County Response
161.9375	Columbia County Dispatch
161.8125	Columbia County Command 3
161.8675	Columbia County Command 4
161.9	Columbia County Command 5
151.1675	Columbia County Fire ground 7
153.935	Columbia County Fire ground 8
154.385	Columbia County Fire ground 9
155.0475	Columbia County Fire ground 10
159.27	Columbia County Fire ground 11
46.5800	Greenport Fire Department
45.8800	NY Statewide Fire County to County
xxxxxxx	Livingston Fire Department
46.1400	Greene County Main Fire Frequency
46.1000	Rensselaer County Main Fire Frequency
151.6250	Greenport Fire Police

EMS

151.2050	Greenport Rescue Squad
155.1750	Valatie Rescue Squad
155.2950	Southern Columbia Rescue Squad
155.2200	Copake Rescue Squad
155.2950	Philmont Rescue Squad
155.2650	Albany Med-Flight
155.4000	CMH incoming patient care
155.7150	Columbia County Medi-Vac - REMO

POLICE & GOVT.

151.0700	Town of Greenport Gov't.
155.8800	Town of Stockport Gov't.
xxxxxxx	City of Hudson DPW
xxxxxxx	Town of Claverack DPW
453.3250	Hudson City School District-Bus Transportation
153.8300	Columbia County Fire Police - Local
154.1300	Columbia County Fire Police - Control
133.5250	Columbia Count Airport AWOS
155.7150	Columbia County EMS Medi-Vac - REMO
122.8000	Columbia County Airport Unicom

159.1650	Columbia County Highway Dept. (D.P.W.)
154.0250	Columbia County- 911 to police agencies
155.4300	Columbia County- Sheriff - Main off the repeater
160.8000	CONRAIL Road Ch.- Main Lines (B & A)
146.9100	Greylock Ham Repeater Emergency Weather
147.2100	Local Ham Repeater 2-meter
155.3700	MRD - Police Inter- Agency - CCSO Ch.3
154.5700	Niverville Fire Dept. Fire Police
162.5500	NWS Albany County- Airport
162.4750	NWS Kingston
453.4250	NYS THRUWAY Lower & Central Divisions
453.5250	NYS THRUWAY Albany & Western Divisions
159.2250	NYSDEC Game Warden
159.3300	NYSDEC Game Warden (region 4)
159.4350	NYSDEC Fire Service (Ranger)
159.4650	NYSDEC Game Warden
47.2200	NYSDOT Mobiles to Mobiles
47.3200	NYSDOT Base to Mobiles

FREQ.

AGENCY

47.4000	NYSDOT Mobiles to Base NIMO Power Line Maintenance
154.6650	State Police - All Troops Car- to-Car
154.6950	State Police - All Troops Alerts and Items
155.5650	State Police - BCI Troops F & K
154.9200	State Police - Troop K Car-To-Base
155.5050	State Police - Troop K Station to Car - Dispatch
35.1600	FAIRPOINT
153.9050	Town of Austerlitz Town Gov't.
156.1950	Town of Chatham Town Gov't. Town of Taghkanic Town Gov't