

TOWN OF GOULDSBORO

EMERGENCY OPERATIONS PLAN

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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 Gouldsboro could experience disaster situations that are local or statewide. A Hazard Risk Assessment was completed at the County level in 2004 during the mitigation planning process. Of the County level ranking, those hazards that are most likely to impact the Town of Gouldsboro could include:

Hazard	Ranking
Severe winter storms	1
Severe summer storms	2
Wildland/Forest Fire	3
Prolonged Power Outage	4
Flooding	5
Mass Casualty Incidents	6
Hazardous materials Incident	7
Influenza Pandemic	8*

Local disasters could include forest fires, hazardous materials incidents, mass casualty incidents, building collapses, and localized flooding. Statewide disasters may include severe summer storms, flooding, and prolonged power outages.

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

Severe summer storms occur on average two or three times a decade and will cause light coastal flooding and may damage or erode roadway surfaces. There have been five Category One hurricane strikes in Hancock County in the past century. These events will cause a greater amount of storm surge and coastal flooding, however, much of the coastline is rocky and elevated and damage to structures is limited. A coastal storm could cause general erosion and wind damage to coastal areas and buildings. High winds from these events could cause major area damage to the 36 + miles of electrical and communication overhead utility lines.

Since a large percentage of the Town of Gouldsboro 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.

Gouldsboro, as well as the other Towns in Hancock County, have already experienced in recent years a **prolonged power outage** as the result of an ice storm. This will affect the entire region and will have its greatest impact to living conditions during severe cold weather.

The most likely damage from **flooding** in Gouldsboro will be due to spring run off resulting in swollen stream beds, as well as roadway sections that contain culverts and through erosion of gravel roads, or from storm surge along Gouldsboro’s coastal areas.

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A **Mass Casualty Incident** could occur resulting from a bus or boat accident due to our close proximity to the Schoodic Point Unit of Acadia National Park, and is by US Route 1 traffic, or as a result of any of the described disaster hazards. Since Gouldsboro no organic ambulance service, limited first responder capability, and limited clinic capacity, this situation will be very difficult to manage. Response times will be delayed.

Hazardous materials may be transported on any community road, however US Route 1 carries the greatest risk of transport related HazMat incident. The Stinson Canning Plant, boat building and marine facilities also store and utilize bulk hazardous materials.

A **Public Health Emergency** such as an Influenza Pandemic is becoming an increasing possibility. If such were to occur it would be a national and possibly world emergency far beyond the scope of any resource(s) of this community to effect or prevent. The response to such an event would be very different than for any other of the identified hazards.

Other hazard events could occur, but are very unlikely. The most vulnerable population will be the special needs population, which are identified in the Alert and Warning. As such, this plan will develop an All-Hazards Emergency Response, but will not define other hazards in the Hazard Attachments.

HAZARD EVENT	VULNERABILITY LOCATION	LIKELIHOOD	MAJOR DAMAGES	DEATHS OR INJURIES
Forest Fires	Entire Town	Occasional	Forests & Homes	Firefighters
HazMat Incident	Us Rt. 1, Town roads, Stinson's, Marine Fac.	Probable	Environmental & Roadway	motorists and Responders
Mass Casualty	Anywhere	Possible	None	Transport
Summer Storm	Entire Town	Occasional	Homes/water craft	None
Severe Storm Flooding	Storm Surge along the coastal area.	Probable	Damage to homes, roads, and Harbor Fac. And Boats	Homeowners
Moderate Flooding	Low lying areas along streams, culverts, and Gravel Roads	Probable	Erosion from spring runoff/ damage to Roadways	None
Power Outages	Entire Town	Probable	Frozen Plumbing & Power Lines	None
Winter Storm	Entire Town	Frequent		Motorist or Elderly
Pandemic	Entire Population	Possible	none	Moderate to severe loss of life

The Town of Gouldsboro does not have its own public works, hazardous materials response team, or public transportation. Gouldsboro Police Department, with support from Hancock County and the Maine State Police, provide law enforcement. The Gouldsboro Clinic has limited emergency medical capability; hospitals are located in Ellsworth, Blue Hill, and Bar Harbor. Bangor's EMMC is the nearest trauma center. Gouldsboro Fire Department has trained first responders; however the nearest professional ambulance service is County Ambulance, located in Ellsworth. The County Weapons of Mass Destruction/Regional Response Team, based at Ellsworth Fire Department is the nearest WMD/HAZMAT response. The school district could possibly provide emergency bus transportation for emergency evacuation if needed. Public works are

contracted through the Gouldsboro Selectmen and the Town Manager. Fire Protection services are handled by the Town’s Volunteer Fire Department, which has a mutual aid compact through the Hancock County Firefighter’s Association, with the other volunteer and full-time fire departments in Hancock County.

The likelihood of a disaster situation occurring in Gouldsboro 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 although a large number of homes and services are prone to a major coastal flooding event. Such an event should be predictable and evacuations would minimize life threats. The major risk of transported hazardous materials consists of petroleum products and the hazards would most likely be localized.

In the event of a major public health emergency such as an influenza Pandemic, the vulnerability of our community’s residents, individual preventative measures taken, and community response activities would be part of a coordinated State/National response. Guidance from the CDC, WHO, and directives from the State EOC would direct our prevention and response efforts.

GOULDSBORO DEMOGRAPHICS, 2000 CENSUS

	<u>Number</u>	<u>Percent</u>
Total population	1,941	
Male	1,002	51.6%
Female	939	48.4%
<u>Median age (years)</u>	42.3	
Under 5 years	88	4.5%
18 years and over	1,556	80.2%
65 years and over	336	17.3%
<u>One race</u>	1,919	98.9%
White	1,871	96.4%
American Indian and Alaska Native	16	0.8%
Asian	4	0.2%
Black or African American	13	0.7%
Household population	1,853	95.5%
Group quarters population	88	4.5%
Average <u>household</u> size	2.31	
Average family size	2.78	
Total housing units	1,328	
Occupied housing units	801	60.3%
Owner-occupied housing units	648	80.9%
Renter-occupied housing units	153	19.1%
Vacant housing units	527	39.7%
Social Characteristics		
Population 25 years and over	1,356	
High school graduate or higher	1,201	88.6%
Bachelor’s degree or higher	303	22.3%
<u>Civilian veterans (civilian population 18 years and over)</u>	315	21.9%
Disability status (population 5 years and over)	280	15.8%

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Foreign born	32	1.6%
Male, Now married, except separated (population 15 years and over)	493	60.9%
Female, Now married, except separated (population 15 years and over)	502	61.4%
Speak a language other than English at home (population 5 years and over)	76	4.0%

Economic Characteristics

In labor force (population 16 years and over)	967	60.5%
Mean travel time to work in minutes (workers 16 years and over)	23.7	
Median household <u>income</u> in 1999 (dollars)	\$36,542	
Median family income in 1999 (dollars)	\$43,864	
Per capita income in 1999 (dollars)	\$18,203	
Families below poverty level	38	7.0%
Individuals below poverty level	194	10.4%

Housing Characteristics

Single-family owner-occupied homes	385	
Median value (dollars)	\$98,600	

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 Hancock County Regional Communication Center (HCRCC) radio-page to the Gouldsboro Fire Department, a Hancock County EMA "Fan-out" or by announcements on area television and/or radio broadcasts.

Any one of the Selectmen, the Town Manager, 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. Any of these individuals may also activate the Gouldsboro Emergency Shelter at the Community Center, located on the Pond Road, if deemed necessary.

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

The primary emergency response force in Gouldsboro 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.

The Gouldsboro Police Department is the statutory law enforcement entity in the town. Their primary incident responsibilities include planning and conducting life preservation, property protection, and evacuation actions. The Chief or senior officer may request aid from the Hancock County Sheriffs Department, State Police, or other law enforcement entities in accordance with existing protocols.

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 Gouldsboro, 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 and Town Manager:

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.

Emergency Management Director:

1. Establishes and maintains the town EOC.
2. Develops all town emergency plans and procedures.
3. Coordinates with Hancock County and Maine EMA offices.
4. Coordinates with local American Red Cross (ARC).
5. Responsible for the town Emergency Public Information program.
6. Responsible for the tracking and assignment of emergency/disaster resources.
7. Establishes EOC communications and public warning systems.
8. Responsible for establishing and operating the town shelter/sheltering operations.

Police Chief:

1. Oversee all police resources and directs law enforcement activities.
2. Responsible for planning and emergency evacuations.
3. Responsible for planning and emergency traffic management.

Fire Chief:

1. Oversees all fire department resources and directs fire department operations.
2. Responsible for assisting in emergency evacuations.
3. Coordinates with the Maine Forestry Service.

Assistant Road Commissioner:

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

Shelter Officer: Appointed during an emergency, manage the Gouldsboro Shelter.

Town Clerk and Treasurer:

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

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

Health Officer:

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

ADMINISTRATION AND LOGISTICS

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

The Gouldsboro EM Director is responsible for the submission of reports to MEMA, through the Hancock County EMA (HCEMA). 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.

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

All town disaster expenditures must be approved by the 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

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

B. References

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

ANNEXES

ANNEX A - DIRECTION AND CONTROL

PURPOSE

The Town of Gouldsboro 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 Gouldsboro EOC will be established by the Board of Selectmen, Town Manager, 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 proclamation adopted October 5,2007, the Town of Gouldsboro 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 Gouldsboro, Hancock 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 Gouldsboro 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 Gouldsboro emergency and disaster responders for incident management.

Normally, initial notification of an emergency will be a radio-page from the Hancock County Regional Communications Center (HCRCC) 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 HCRCC radio-page Fire Department, a Hancock County EMA “Fan-out” to the EM Director, or by announcements on area television and/or radio broadcasts.

The Town Manager and Selectmen have responsibility for the continuance of local government operations. The EM Director assists them in this task. The Town Manager, 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

The primary Emergency Operations Center (EOC) is set up at the Gouldsboro Fire Station #2. The alternate EOC is located at the Community Center. The EOC's communications capabilities include telephone and 2-way radios. All Fire Department personnel can be reached through the HCRCC via radio-pagers. The Hancock County EOC is located at 50 State St., Suite 4, Ellsworth, 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, the Police Chief or 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 Gouldsboro EOC keeps the Hancock County EOC informed.

ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

The Board of Selectmen exercise broad control over emergency operations. The Selectmen and the Town Manager 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 stays in contact with field forces and record their status, issue instructions to personnel, monitor progress, and keep the Selectmen informed.

When the EOC is 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 Manager and Clerk	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.
Police Chief	Directs/coordinates law enforcement actions and evacuations.
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.
Assistant 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.



Gouldsboro EOC Layout

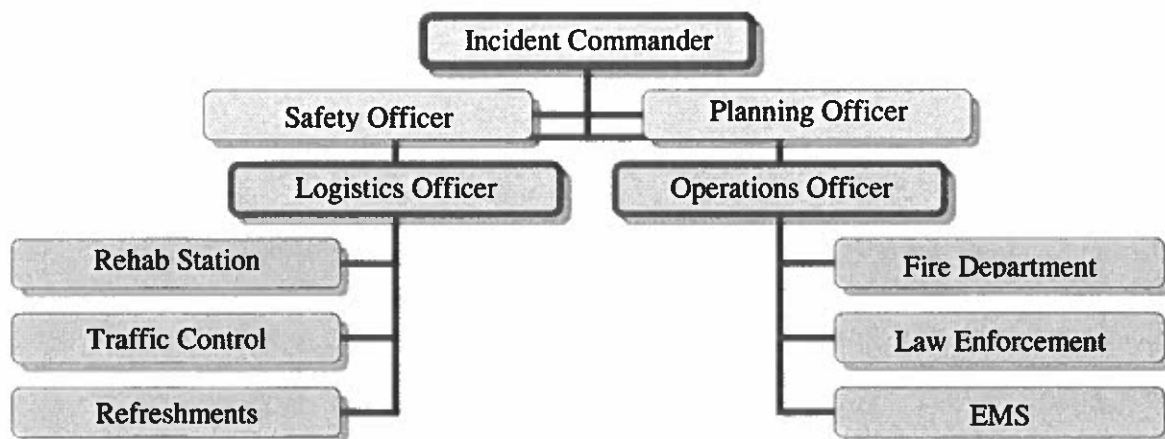
The following emergency functions will be accomplished during an emergency in Gouldsboro.

Law Enforcement: Gouldsboro Police Department personnel maintain law and order, protect people and property, coordinates evacuation and/or relocation operations, and search rescue and traffic control. Coordinates all actions with the EOC, HCRCC, and supporting law enforcement entities.

Fire Services: The Gouldsboro 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 Gouldsboro relies on Fire Department First Responders and County 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 Town Manager and Assistant Road Commissioner. They are responsible for highway maintenance and will assist in damage assessment of town roads and coordinate with MDOT on repair efforts.



ADMINISTRATION AND LOGISTICS

The EOC may require 24 hour manning during the emergency period. 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 should be compiled twice daily or as requested and forwarded to the Hancock County EMA; at 8 am and 4 pm by fax to 207-667-1406. Each municipal officer keeps a record of major events during EOC operations. The EM Director develops the event log. The Communications Officer keeps phone traffic logs. Additional operational reports are submitted as requested.

Any requirements for food, water, emergency power, fuel, heavy equipment, and supplies that are more than the Town of Gouldsboro can provide should be submitted to the Hancock County EMA by the Selectmen or OEM Director.

The Town of Gouldsboro 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	Hancock County EMA 667-8126 or 266-7043 24/7 HCRCC 9-1-1	Maine EMA 1-800-452-8735	FEMA Region I 1 (800) 419-3481 617-223-9540
Law Enforcement	Hancock County Sheriff 9-1-1	Maine State Police 1-800-452-4664	
Fire Protection	HCRCC 9-1-1 Sullivan/Sorrento	HCRCC 9-1-1 Hancock County FD	HCRCC 9-1-1 Req. Steuben/Milbridge
Utilities	Contract Services	Bangor Hydro-Electric 1-800-440-1111 or 1-800-310-4416	Verizon Telephone (207)878-7001 1-888-744-8617
Ambulance Services	County Ambulance (207) 667-3200	Lifeflight of Maine 1-888-421-4228	
Hospitals	Maine Coast Memorial Hospital ER (207) 664-5340	Eastern Maine Medical Center (207) 973-7000	Blue Hill Memorial Hospital (207) 374-2836
Red Cross	ARC Ellsworth office (207) 667-4737	ARC –Rockland Office (207) 594-4576	ARC answering service: 1-800-664-0009
Environmental Protection	Maine DEP 1-800-482-0777	U.S. EPA 1-800-424-8802	Maine Forest Service 287-2791
National Weather Service	800-482-0913 Caribou		
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	Coast Guard--Search & Rescue (207) 244-5121	Center Disease Control 800-232-4636

The Town of Gouldsboro 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 Gouldsboro Fire Department. However, for incidents such as a multi-jurisdictional forest fire or a

hostage incident at the Schoodic Peninsula Consolidated 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 Gouldsboro.

A Gouldsboro IC or member of a Unified Command will maintain communications with and report to the Gouldsboro EOC, which will oversee all municipal activities. Most Planning, Logistics and Finance Section duties will be carried out at the Gouldsboro 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 |
|----------|--|
| _____ | EOC Alert Status: |
| _____ | EOC Notification From: |
| _____ | Consider need to declare an emergency. |
| _____ | Notify all EOC staff and volunteers. |
| _____ | Activate and test all equipment. |
| _____ | Begin message and event logs. |
| _____ | Inspect emergency generator for fuel and start capability. |
| _____ | Begin plotting and posting events. |
| _____ | Brief staff upon arrival. |
| _____ | When "manned and ready", report to Hancock County EMA (667-8126). |
| _____ | Review staffing pattern to ensure 24 hr. capability (If needed). |
| _____ | Conduct "time check". |
| _____ | Brief elected officials on status of EOC. |
| _____ | Check on food, water, and sanitation supplies and make appropriate arrangements. |
| _____ | Submit verbal and written situation reports to County EMA (Fax 667-1406). |
| _____ | Establish EOC security procedures. |
| _____ | Conduct periodic briefings for EOC staff. |
| _____ | Determine shelter requirements, status of electrical and telephone, road damages/closures, isolated personnel, medical problems, weather conditions, etc. |
| _____ | Review procedures for requesting assistance. Contact contractors for assistance. |
| _____ | Maintain records of expenditures. |
| _____ | Track mileage of vehicles used by town officials and volunteers. Track the work times of the town officials, EOC staff, fire department, and other volunteers. |
| _____ | Brief oncoming shift personnel of all events and pending actions. |
| _____ | Prepare initial damage assessment information for submission to Hancock County EMA. |
| _____ | Contact area volunteer groups to assist with emergency recovery operations. |

**STATE OF MAINE
PRIORITY EMERGENCY/DISASTER
SITUATION REPORT**

01	Date _____	Time _____	Report # _____	Initial _____ Final _____ Supplemental _____
02	Reporting Jurisdiction: _____		To: _____	
03	Type of Occurrence: Severe Storm _____ Transportation Accident _____ Hazardous Materials _____ Flood _____ Forest Fire _____ Earthquake _____ Urban Fire _____ Other _____			
04	Time of Occurrence: _____	Location: _____		
05	Direction & Control: EOC Activated Y N POC (name/title) _____ On Emergency Power: Y N Contact Information: Phone (s) _____ Fax _____ Radio (s) _____ Other _____ Has local state of emergency been proclaimed? Y N Areas Included _____			
06	Weather Data: Clear Rain Freezing Rain/Ice Snow Fog Cloud Cover: 0% 25% 50% 75% 100% Air inversion present Y N Temp _____ F Wind Speed _____ MPH Direction _____ Wind Chill _____ F Pre-Event Rain/Snow Amount _____ " Since last SITREP _____ " Event Total Accumulation _____ "			
07	Alerting/Warning/Emergency Public Information: Has a fanout been accomplished Y N Are media briefings being held Y N Has Emergency Public Information been disseminated Y N When _____ How _____ Area(s) Covered _____ General Content/Action _____			
08	Population Effects: _____ Dead _____ Injured _____ Missing _____ Evacuated Evacuation Ordered In place Sheltering Ordered Curfew in effect (_____ to _____) From /To or Area Affected: _____			

09 Sitrep summary/Notes/Comments:

10 Transportation Infrastructure:

11 Emergency Services:

12 Damage Assessment:

13 Shelters:

14 Assistance Required: NO Being Prepared Attached

If assistance is required please attach a completed Request for Assistance (see Page 16)

15 Prepared By: _____ Time Sent: _____

Delivery Method: Voice Fax Packet Radio Courier E-mail

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 Hancock 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 Hancock County EMA to MEMA and consist of the following types of reports:

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

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

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

ANNEX B - COMMUNICATIONS

PURPOSE

Communications during an emergency are critical. This annex shall describe the communications capabilities of the Town of Gouldsboro. It shall also provide telephone and radio lists. Notice of a county-wide emergency will be fanned out by the Hancock County EMA via the HCRCC. The agency tasked to contact Gouldsboro at (Days 963-5589 or Nights at 963-7313).

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 radios are 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 phones. Additionally, Hancock County EMA can also activate HAM radio personnel (Hancock County EMCOMM) with the Hancock County Emergency Communication trailer and equipment.

CONCEPT OF OPERATIONS

The EOC shall communicate by telephone whenever possible. The primary EOC phone number is the Town Office—963-5589 and the Alternate EOC phone number is the Fire Department—963-5582.

The Fire Department has hand-held two-way radios with HCRCC, State Fire, Hancock EMA and several local fire department radio frequencies. The Fire Station has a multi-channel two-way radio base station. Radio traffic may be relayed through the Fire Stations' radio base station. Contact with the HCRCC and Hancock County EMA is possible. All the volunteer firefighters are issued a radio-pager. Page-outs may be initiated from the Fire Station or the HCRCC. The Fire Station also maintains a radio scanner. All fire trucks are equipped with mobile truck radios.

The Town Office and EMA Director have Internet and E-mail connectivity (website: www.Gouldsborotown.com) (E-mail gouldsboro@midmaine.com) (see town contact list). Reports and pictures can be e-mailed from the Town to the County (ema@co.hancock.me.us) and on to the State EMA.

The Town Office can send and receive fax transmissions (207-963-2986).

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 if communications requirements are needed and allocate town resources as necessary.

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

CONTACT LIST

ELECTED OFFICIALS:

Dana Rice (chair)	207 963-7600	Cell 460-8600
William Thayer	207 963-7771	
Susan Bagley	207 963-7053	
James Mclean	207 963-2154	
James Watson	207 963-2667	

MUNICIPAL BUILDING: 59 Main Street, P.O. Box 68
Prospect Harbor, 04669-0068 **ANNUAL MEETING:** June

TOWN MANAGER: Yvonne P. Wilkinson **PHONE/FAX:** (207) 963-5818
CLERK/TREASURER: Yvonne P. Wilkinson (207) 963-7187)
Hours: 8-4 M,T,Th,F 8-6 W,
townofgouldsboro@wildblue.net

EMERGENCY MANAGEMENT DIRECTOR: Andrew Sankey (207) 963-7313; (Cell) 460-0097

FIRE CHIEF: Tatum McLean (207) 963-7289 (Cell) 266-7908
RESPONDING DEPT.: Gouldsboro Fire Dept.
EMERGENCY NUMBER: 911 (RCC) landline or cell (207) 667-8866
NON-EMERG. NUMBER: Station #1 (207) 963-5582 Prospect Harbor
Station #2 (207) 963-7433 South Gouldsboro
Station #3 (207) 963-7438 Route #1

POLICE CHIEF: Guy Wyckoff (207) 565-2497.
EMERGENCY NUMBER: 911 or (207) 667-8866 RCC
HARBOR MASTER: Dana Rice (207) 963-7600
HEALTH OFFICER: Kerry Crowley, MD (207) 963-4066
ANIMAL CONTROL OFFICER: Guy Wyckoff (Police Chief) (207) 565-2497

EMERGENCY MEDICAL SERVICES:
AMBULANCE: County Ambulance (207) 667-3200

ASST. ROAD COMM.: Mike Morton (207) 963-7344 (cell) 272-3256

SCHOOLS: Peninsula Consolidated School: Bill Webster, Supt. (207) 751-2922

SCHOOL TRANSPORTATION COORDINATOR: Gordon Harrington (207) 422-3510

SPECIAL FACILITIES: U.S. Navy, Detachment Alpha
 Stinson/Bumble Bee Cannery

Gouldsboro, Maine Emergency Operations Plan

SCANNER FREQUENCY LIST

Type	Agency	Freq.	PL Tone	Type	Agency	Freq.	PL Tone
AIR	Bangor International Airport	124.500		FD	Stonington Fire Dept.	154.430	151.4
AIR	Bangor International Airport	125.300		FD	Sullivan Fire Dept.	154.085	151.4
AIR	Bar Harbor Airport	119.900		FD	Surry Fire Dept	154.340	151.4
AIR	Bar Harbor Airport	122.800		FD	Swans Island Fire Dept.	154.175	
AIR	Bar Harbor Airport	129.550		FD	Tremont Fire Dept.	153.800	
ARES	Ellsworth Simplex Chat	146.565		FD	Trenton Fire Dept.	153.965	
ARES	Ellsworth-Alternate Emerg/Train	147.645		FD	Surry Fire Dept	154.340	151.4
ARES	Dixmont	146.850		FD	Swans Island Fire Dept.	154.175	
ARES	Bangor	146.940		FD	Tremont Fire Dept.	153.800	
ARES	Ellsworth W1TU/rpt	147.030		FD	Trenton Fire Dept.	153.965	
EMA	ME EMA (trans. freq)	159.705		FD	Waltham Fire Dept	155.940	151.4
EMA	Hancock County EMA	155.853	151.4	FD	Winter Harbor Fire Dept	155.100	
EMS	County Ambulance Service	155.160		MAR	Camden Marine Operator	161.900	
EMS	Ellsworth Co Ambulance	458.550		MAR	Marine 16 Emergency	156.800	
EMS	Ellsworth, Blue Hill (Hosp.Netwrk)	155.175		MAR	Marine 6 Fisherman Marine Chan. 22 USCG	156.300	
EMS	Ellsworth, Blue Hill (Hosp.Netwrk)	155.355		MAR	Working	157.100	
EMS	Mt Desert Hospital	462.200		MAR	Marine Chan. 83 USCG Primary	157.175	
EMS	Mt Desert Hospital	467.200		MAR	Marine Patrol (Car to Car)	155.595	
EMS	Mt Desert Search & Rescue	155.160		MIS	Bangor & Aroostook Railroad	160.440	
EMS	Mt Desert Support Services	154.980		MIS	Bangor & Aroostook Railroad	160.530	
EMS	Southwest Harbor Support Serv.	154.025		MIS	Bangor Hydro	37.500	
FD	Aurora Fire Dept.	154.370	127.3	MIS	Bangor Hydro	37.540	
FD	Bar Harbor Fire Dept.-- Receive	155.040	186.2	MIS	Dept. of Transportation	37.260	
FD	Bar Harbor Fire Dept.-- Transmit	155.955	186.2	MIS	Downeast Weather	162.400	
FD	Blue Hill fire Dept.	154.070	151.4	MIS	Ellsworth Fish & Game	155.850	
FD	Brooklin Fire Dept.	154.115		MIS	Ellsworth Highway Dept.	156.060	
FD	Brooksville Fire Dept.	154.160		MIS	Acadia National Park	164.725	
FD	Bucksport Fire	154.190		MIS	Hancock County RCC	155.055	
FD	Castine Fire Dept	154.385		MIS	Reg. 8 (Wash. Co., State Pd, R)	154.995	
FD	Dedham Fire Dept	154.430	94.8				
FD	Deer Isle Fire	154.010	151.4	PD	Bar Harbor/Ellsworth Police	158.790	
FD	Eastbrook Fire Dept.	154.130	151.4	PD	Bar Harbor Police	156.150	
FD	Ellsworth Fire Dept.	153.980	192.8	PD	Bar Harbor Police	159.150	
FD	Franklin Fire Dept.	154.325	151.4	PD	Bar Harbor Police	159.150	
FD	Gouldsboro Fire Dept.	155.775		PD	Brewer Police	155.580	
FD	Hancock Co. Fire Network	154.250		PD	Ellsworth Police	156.210	
FD	Hancock Fire Dept.	153.920	151.4	PD	Ellsworth Police	158.910	

Gouldsboro, Maine Emergency Operations Plan

Type	Agency	Freq.	PL Tone	Type	Agency	Freq.	PL tn.
FD	Hancock Fireman's Assoc.	153.890		PD	Hancock Co Sheriff	155.520	
FD	Lamoine Fire Dept.	154.205		PD	Southwest Harbor Police	155.685	
FD	Lamoine Fire Dept.	158.880	127.3	PD	State Police	42.120	
FD	Mount Desert Fire	154.980	192.2	PD	State Police	154.640	
FD	Orland Fire	154.235		PD	State Police	154.710	
FD	Osborn Fire	154.370	127.3	PD	State Police	154.800	
				PD	State Police	154.905	
FD	Sedgwick Fire Dept.	154.130	151.4	PD	State Police	155.640	
FD	Sorrento Fire Dept.	156.015	151.4	PD	State Police	155.730	
FD	Southwest Harbor Fire	154.220	82.5	PD	State Police Car to Car	154.695	
FD	Statewide Fire Network	154.310		PD	Washington Co Sheriff	154.965	

AIR – AIRPORT FREQUENCIES
ARES - AMATEUR RADIO-2METER
EMA – EMERGENCY MANAGEMENT AGENCY
EMS – EMERGENCY MEDICAL SERVICES
FD – FIRE DEPARTMENT
MAR – MARINE
MIS - MISCELLANEOUS
PD – POLICE DEPARTMENT

EXTERNAL CONTACTS

AGENCY	LOCATION	TELEPHONE #
American Red Cross of Eastern Maine	Rockland	(207) 594-4576
Bangor ANGB Command Post	Bangor ANGB	1-800-538-6636
Bangor Hydro Electric - emergency	Bangor	800-310-4416
CHEMTREC	Washington D.C.	1-800-424-9300
Civil Air Patrol	72 Broadlawn, Brewer	989-2842
Capital Ambulance	Bangor, ME	
County Ambulance	High St., Ellsworth	667-3200
FEMA Region I	Massachusetts	617-223-9540
Fire Department - Sorrento	East Side Road, Sorrento 04677	
Fire Department - Sullivan	Us Route #1, Sullivan 04664	
Fire Department - Ellsworth	City Hall Plaza, Ellsworth	667-8666
Forest Fire Control	Old Town	827-1800 (888-900-3473)
General Aviation Weather	Bangor International Airport	1-800-992-7433
Hancock County EMA	50 State St., Ellsworth	667-8126
Hancock County RCC	50 State St., Ellsworth	911 or (667-8866 by cell)
Hancock County Sheriff	50 State St., Ellsworth	911 or (667-7575 by cell)
Lifeflight of Maine		1-888-421-4228
Maine Dept of Environmental Protection	Augusta	1-800-482-0777
Maine Dept Human Services (Disease Control)	Augusta	207-287-5179
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	Caribou Office	800-482-0913
Poison Control Center		1-800-442-6305
Radio Station WNSX-FM97.7	High Street, Ellsworth	667-0002
Radio Station - Fm 106.5	49 Acme Rd, Bangor	989-5204
Radio Station - Fm 103.9	WVOM	
Radio Station - Fm 94.5	Bangor	947-1234
Salvation Army	Bangor, ME	941-2990
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
Verizon Communication		

FAX MACHINE DIRECTORY

OFFICE	FAX TELEPHONE NUMBER
Hancock County EMA	667-1406
Hancock County Sheriff	667-7516
Maine EMA	287-3178
Gouldsboro Town Office	963-2986
Peninsula School	963-5951

ANNEX C - WARNING

PURPOSE

This annex describes the current warning capabilities of the Town of Gouldsboro and Hancock County.

SITUATION AND ASSUMPTIONS

The primary National Warning System (NAWAS) warning point for Hancock County is the Hancock County Regional Communications Center (HCRCC) located at 50 State St., Ellsworth. The HCRCC number is 667-8866 or 911. The HCRCC is staffed on a 24-hour basis and notifies jurisdictions of warnings received. The Hancock 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 Gouldsboro Town Office / Fire Station #1; located in Prospect Harbor. The Fire Department members and EM Director can be radio-paged out by the HCRCC. The EM Director is responsible for alerting the Selectmen and town officers.

CONCEPT OF OPERATIONS

The dispatcher at the Hancock County Warning Point (HCRCC) 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 Gouldsboro EM Director may contact the Hancock County EMA Director or HCRCC to request activation of the EAS system. Hancock County will pass the request to the Maine Emergency Management Agency (MEMA) who can complete the EAS activation. The Gouldsboro EM Director, Town Manager, or Selectmen may also contact area radio stations directly to request that they pass emergency information.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Gouldsboro Board of Selectmen are ultimately responsible for ensuring that alerting and warning capabilities exist and special needs populations (visual or hearing impaired population, children and elderly) are notified.

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

MOBILE NOTIFICATION ROUTES

VEHICLE	ROADS (In Order) Starting From Fire Station
1	
2	
3	
4	
5	

WARNING CHECKLIST

X ACTION

-
- Received notification:
 - Fan-out Information:

 - If limited warning time, the following actions may be undertaken by the EOC, Police Department, 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 The Schoodic Elementary 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.

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 Gouldsboro has an ongoing program to provide information about potential hazards, local government preparedness activities and emergency services to the public. Activities may include 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. Special Needs population, including 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 Police Department, Fire Department and/or volunteers to go door-to-door.

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

CONCEPT OF OPERATIONS

The Town Manager, Selectmen, and/or EM Director will initiate the dissemination of emergency public information.

The Town Media Center will be established in the Services Area of the Gouldsboro Town Hall for a major incident for which 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 intelligence.

The Maine EMA activates the Emergency Alert System. The EOC will contact the County EMA Director or HCRCC 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

Either the Town Manager, a member of the Board of Selectmen or a volunteer will be selected to be the Gouldsboro Public Information Officer (PIO). The EM 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

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

EMERGENCY PUBLIC INFORMATION CHECKLIST

Below are suggested actions for the Gouldsboro 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 Hancock County EMA informed of all information released.

ANNEX E - EVACUATION

PURPOSE

This annex will describe the provisions for the Town of Gouldsboro 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 Route #1 traffic corridor.

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, Police Chief or Fire Chief will oversee a general evacuation of residents within the town. They may request assistance from the Hancock County EMA and the State of Maine.

For a terrorist situation, the Gouldsboro Police Department, the Hancock 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 Gouldsboro 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 Police 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 in order to request school buses from to aid in the evacuations (see Town Contacts page 17).

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 Hancock 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.

ANNEX F - MASS CARE

PURPOSE

This annex will describe the Gouldsboro 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 Gouldsboro Community Center on the Pond Road is designated as the Community Emergency Shelter. This generator equipped facility can be used as feeding and sleeping quarters for evacuated residents. An alternate facility if residents only require a day-time shelter for food, water and warmth could be the Fire Station #1.

The American Red Cross and/or the Hancock County EMA may also offer shelters for use by Gouldsboro residents in other locations. The Hancock County EMA will ask the American Red Cross for assistance in establishing, manning, and managing a local shelter. Contact the Hancock County EMA Director for more information.

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

CONCEPT OF OPERATIONS

The EM Director will work with the Hancock 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 Grange or 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. The Town shall 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 local store owners for needed supplies.

Consideration should be made as to establishing a bus service to pick up those needing sheltering and transporting them to a designated shelter.

There is not currently an active CART (Community Animal Response Team) or animal shelter trained or 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. They will need to make arrangement with private kennels or animal shelters outside the area. The town’s designated animal shelter is the Ellsworth Small Animal Clinic (667-2341)

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.

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 Hancock 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 required to shoulder all the costs.

MASS CARE CHECKLIST

- | X | ACTION |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Contact the Hancock County EMA and/or American Red Cross Chapter and alert them to possible need for sheltering. |
| <input type="checkbox"/> | If the County is not providing a county-wide shelter, contact local volunteers and activate a shelter. Cost may be borne by town. |
| <input type="checkbox"/> | Ensure the Shelter is adequately stocked and staffed. |
| <input type="checkbox"/> | Ensure security is provided for Shelter. |
| <input type="checkbox"/> | Provide communications link between the Shelter and the EOC. |
| <input type="checkbox"/> | Maintain status of shelter operations and allocations. |
| <input type="checkbox"/> | Clean and return the Shelter to original condition. |
| <input type="checkbox"/> | Submit shelter expenditure statement for reimbursement. |

ANNEX G - HEALTH AND MEDICAL

PURPOSE

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

SITUATION AND ASSUMPTIONS

The Town of Gouldsboro has limited medical facilities located at the Gouldsboro Clinic (1-800-1600). Designed for outpatient routine care, It has no overnight facilities or staff and is very limited in its emergency medical services. No public or environmental health services or mortuary services exist in community.

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 Gouldsboro.

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.

Gouldsboro First Responders and County 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 (MCP) 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 Hancock 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 Gouldsboro Police Department will coordinate with the Hancock County Sheriff's Dept or the Maine State Police to provide security to the disaster scene, and protect and collect evidence.

ADMINISTRATION AND LOGISTICS

Emergency Medical support may come from the Maine Coast Memorial Hospital, Blue Hill Memorial Hospital, the Eastern Maine Healthcare System, Maine Disaster Medical Strike Team (currently being organized), the American Red Cross, or the Maine National Guard. Several town residents may have limited or advanced medical training. Contact these individuals.

ANNEX H - RESOURCE MANAGEMENT

PURPOSE

This annex will list some sources of resources in the Town of Gouldsboro 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 all be voluntary. The initial manpower source will be the Gouldsboro 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 Hancock County EMA.

The Town of Gouldsboro owns few vehicles, other than police cruisers and fire department trucks. 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, cellular telephones owned by town personnel, and two-way radios maintained by the Police and Fire Department. Requests for additional communications equipment should be made to the Hancock County EMA and HCRCC.

Forest Fires will require a great deal of manpower and water transportation. Initiate fire department mutual aid agreements with area towns through the HCRCC, 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 HCRCC and Hancock County EMA immediately to request the services of the WMD/HAZMAT Response Team .

The Town of Gouldsboro has few resources to respond to a Terrorist Incident except to stabilize the incident, extinguish any fires, search for explosives, evacuate the injured and close roads in the area. The HCRCC shall be notified immediately to request State and/or Federal resources.

Severe winter storms will require snow removal and debris clearance for local roads, and reestablishment of electrical/phone service. Fire Station #1 and Town Office are generator equipped.

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

CONCEPT OF OPERATIONS

The Town of Gouldsboro will use its local resources and will call upon disaster mutual aid before contacting Hancock County for assistance. The Hancock County EMA then coordinates resource acquisition. Records are kept of the deployment of resources. The Gouldsboro 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 Gouldsboro. This information should be tracked on a wall-mounted

status board or a computer-based spreadsheet, but in any case they will be required to maintain this information.

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 Gouldsboro 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 first in the Town Office parking lot and secondly at the Community Cnter.

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 Assistant 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 Hancock County EMA.

EMERGENCY RESPONSE EQUIPMENT

RESOURCE	SIZE/TYPE	QTY	CONTACT	PHONE
Snow Plows				
Dump Trucks				
Excavators				
Front End Loaders				
Pickup Trucks				
Buses				
Generators				
Water Pumps				
2 way Radios				

Fire Trucks				
Personal Vehicles				

FIRE FIGHTING RESOURCE INFORMATION

CONTACT INFORMATION		RADIO COMMUNICATIONS	
Department	GOULDSBORO V.F.D.	Call Letters	WNFR628 155.775
Business Phone	207-963-5582 (Station #1) 207-963-7433 (Station #2) 207-963-7438 (Station #3)	Frequency	
Station #2	207-963-7433	Station #3	207-963-7438
Address	.	No. Mobiles	
E-Mail	www.Gouldsborotown.com	No. Portables	
		No. Pagers	

PERSONNEL		PORTABLE PUMPS	
Firefighters		GPM	
Support		75	
First Resp. Tr.		250	
HazMat Train.		500	
NIMS Trained		750	
SCBA Qual.			

FIRE APPARATUS				
Call Sign	Year, Make, Model	Type	GPM	Tank Size (gals)
# 721				
#722				
#723				
#731				
#733				
#741				

HOSE			SUPPORT EQUIPMENT	
Diameter (in)	Thread Type	Length (feet)	No.	Type
1-1/2"	Ntl Pipe			
2-1/2"	Ntl Pipe			Ventilation Fan
3"				Thermal Image Camera
4"	Storz			ISG
5"				Gas Meter
1 3/4 "	Ntl Pipe			MSA
RESPIRATORY EQUIPMENT				
No.	Type			

MUTUAL AID AGREEMENTS			
Year	Town	Year	Town

Gouldsboro, Maine Emergency Operations Plan

2006	H C FIREFIGHTER ASSOC.	2006	Winter Harbor

VOLUNTEER MANAGEMENT

The Gouldsboro OEM Director and/or EOC coordinates the efforts of Gouldsboro’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 Town Hall or the Community Center. 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 Gouldsboro 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 Gouldsboro 911 Telephone Listing.

Once assigned to a disaster role, Disaster Volunteers will be issued a Gouldsboro 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 Gouldsboro 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 Town Office, Community Center or Gouldsboro Women’s Club to receive, inventory and distribute donated materials.

Item Received	Quantity Available	Category	Person Donating	Date Received

GOULDSBORO OEM - DISASTER VOLUNTEER SURVEY FORM

NAME	
HOME ADDRESS	
HOME/WORK PHONE	
E-MAIL ADDRESS	

The Purpose of this survey is to identify volunteers' special skills. Please indicate the area(s) that apply to you and return this survey to the Volunteer Coordinator when you finish.

<input type="checkbox"/> Doctor: _____	<input type="checkbox"/> Emergency Mgmt	<input type="checkbox"/> Ham Radio Operator	<input type="checkbox"/> Engineer: _____
<input type="checkbox"/> Nurse: _____	<input type="checkbox"/> Shelter Management	<input type="checkbox"/> Dispatcher	<input type="checkbox"/> Damage Assessment
<input type="checkbox"/> EMS: _____	<input type="checkbox"/> Firefighter	<input type="checkbox"/> Phone Operator	<input type="checkbox"/> CERT Trained
<input type="checkbox"/> First Aid	<input type="checkbox"/> HazMat: _____	<input type="checkbox"/> Public Information	<input type="checkbox"/> Carpenter
<input type="checkbox"/> CPR	<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Photographer	<input type="checkbox"/> Metal Worker
<input type="checkbox"/> Mental Health	<input type="checkbox"/> Traffic Control	<input type="checkbox"/> Language: _____	<input type="checkbox"/> Plumber
<input type="checkbox"/> Child Care	<input type="checkbox"/> Security	<input type="checkbox"/> Clerical	<input type="checkbox"/> Electrician
<input type="checkbox"/> Elderly Assistant	<input type="checkbox"/> Search & Rescue	<input type="checkbox"/> Computer User	<input type="checkbox"/> Heating
<input type="checkbox"/> Veterinary	<input type="checkbox"/> ARC Trained	<input type="checkbox"/> Legal Affairs	<input type="checkbox"/> Equipment: _____
<input type="checkbox"/> Animal Care	<input type="checkbox"/> Food Services	<input type="checkbox"/> Safety Officer	<input type="checkbox"/> Bus Driver
<input type="checkbox"/> Minister/Preacher	<input type="checkbox"/> Social Worker	<input type="checkbox"/> Accounting	<input type="checkbox"/> Material Inventory
			<input type="checkbox"/> Janitorial

Please List any Special Equipment, Materials or Facilities that you have that could be used during this Emergency/Disaster.

Do you have any Health Limitations?

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify, and hold harmless the Town of Gouldsboro 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:

LOCAL CONTRACTORS AND SUPPLIERS

Type	Name	Telephone	Address
All-terrain Vehicles	Friend & Friend	667-4688	State Street, Ellsworth
Used Cars	Darlings	667-2571	Route 3, Ellsworth
Auto Parts	NAPA Ellsworth Auto Parts	667-5322 667-5524	Route 1, Ellsworth Route 1, Ellsworth
Building Contractors	Dale Church	963-2324	West Bay Rd, Gouldsboro
Buses	Laidlaw Transportation	469-7673	Orland, ME
Medical Supplies	Coastal Med Tech, Inc	667-2508	Douglas Hwy., Ellsworth
Heavy Equipment	Paul Joy Tracy Martin & Barbee Harold MacQuinn, Inc	963-7052 963-7879 422-6792 667-4653	Gouldsboro Gouldsboro Route 1, Sullivan MacQuinn Rd., Hancock
Electricians	King Electric Gary Fortier AA Electric	667-5045 667-6535 942-9228	Ellsworth Ellsworth Bangor
Engineers	Andrew McCullough CES Engineering Engineering Dynamics	667-6551 989-4824 947-7747	Ellsworth Brewer Bangor
Farm Equipment			
Groceries	Mc's Market Winter Harbor Food Service (IGA) Hannaford Shaw's	963-5807 963-2256 667-5300 667-2293	E. Schoodic, Birch Harbor Main Street, Winter Harbor High St. Ellsworth High St. Ellsworth
Hardware	Andersons Hardware Home Depot EBS	422-3542 667-1986 667-7134	Route 1, Gouldsboro Myrick St. Ellsworth State St. Ellsworth
Lumber	Lowe's Home Depot EBS Viking Lumber	669-3016 667-1986 667-7134 422-3321	Kingsland Cross. Ellsworth Myrick St. Ellsworth State St. Ellsworth Route 1 Hancock
Oil, Propane Fuels	Dead River Emerson Energy Hancock Oil No Frills Oil	667-4681 667-2923 667-5571 422-3581	Ellsworth Ellsworth Ellsworth Hancock
Sand & Gravel	Tracy Harold MacQuinn, Inc Doug Gott & Sons	963-7879 667-4653 244-7461	MacQuinn Rd., Hancock Southwest Harbor
Land Surveyor	Herrick & Salsbury	667-7370	Franklin St., Ellsworth

STATE OF MAINE
REQUEST for ASSISTANCE FORM

Part I: REQUEST

01	Requested By: GOULDSBORO BOARD OF SELECTMEN	Date:	Time:
02	County: HANCOCK		
03	Jurisdiction: TOWN OF GOULDSBORO		
04	Resource Requested:		
05	Location Requested:		
06	Remarks:		

Part II: ALLOCATION

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

Part III: DISPOSITION

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

ANNEX I - DAMAGE ASSESSMENT

PURPOSE

This annex will describe the actions to be taken and forms to be completed for the Town of Gouldsboro 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 Town Manager and/or Assistant Road Commissioner will assess damages to town roads and bridges.

The Fire and Police Departments, 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 Hancock 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 Hancock County EOC as soon as possible. The Hancock 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 Hancock 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.

MAINE EMERGENCY MANAGEMENT AGENCY

FORM 7

DAMAGE and INJURY ASSESSMENT

Original _____ Revision # _____		Date: _____
Type of Disaster: _____		Date(s) of Occurrence: _____
Jurisdiction (town, county, agency, etc.): _____		County: Hancock
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		\$

INDIVIDUAL DAMAGE FORM 7 Page 2				
Jurisdiction:		Date:		
PEOPLE AFFECTED Number		ASSISTANCE PROVIDED Number		
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 moderate damage		\$		\$
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				\$
<p>CALL or FAX THIS INFORMATION to the EMERGENCY MANAGEMENT AGENCY as SOON as POSSIBLE (BEFORE MAILING)</p>		<p>Hancock County Emergency Management Agency 50 State Street, Suite 4 Ellsworth, Maine 04605 Phone: 667-8126 FAX: 667-1406</p>		

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

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

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

Total Public: Add totals in all public categories.

Individual Damage

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

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

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

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

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

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

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

Total Residential: Include both Primary and Secondary Residences.

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

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

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

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

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

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

DAMAGE ASSESSMENT CHECKLIST

X ACTION

-
- Recall all firefighters. Contact the Selectmen and Town Manager. 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 Gouldsboro EOC at 963-5589. Damage reports will be reviewed by the Selectmen and submitted to the Hancock County EMA Director.
 - Request public to report damages of businesses and private property to the Gouldsboro EOC.
 - Consolidate damage assessment information, prepare the MEMA Form 7 and send the report to Hancock 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.

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 Gouldsboro will be a target for international terrorists. However, a “home-grown” terrorist situation such as a hostage situation, bomb scare or criminal attack at the Peninsula Consolidated 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 Gouldsboro 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.

Criminal related events will be dealt with by the Gouldsboro Police backed up by the Hancock County Sheriff’s Department or the Maine State Police.

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, Town Manager, OEM Director and Police Chief will consider the following general measures:

1. Exercise and drill for mass casualty incidents and school attacks.
2. Train EOC staff and volunteers on the HSAS.
3. Monitor regional, state, national and international terrorism activities and threat information.
4. Maintain routine access control to the Town Office.
6. Ensure municipal computers are shut down when the facility is left unattended.
7. Secure all vehicles and equipment when either unattended or not in use.
8. Limit 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, Town Manager, OEM Director and Police Chief will consider the following general measures:

1. Continue all security measures for the previous Threat Condition Levels.
2. Check PD communications weekly between Gouldsboro Base and all units.
3. Provide the public with any information that would strengthen their ability to act appropriately.
4. Maintain contact with the Hancock 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.
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.

ELEVATED CONDITION (YELLOW)

An Elevated Condition is declared when there is a significant risk of terrorist attacks. The Selectmen, Town Manager, OEM Director and Police 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 Town Office/Station #1 back-up power generator and communications systems.
7. Coordinate security measures with the US Navy Detachment commander.

HIGH CONDITION (ORANGE)

A High Condition is declared when there is a high risk of terrorist attacks. The Selectmen, Town Manager, OEM Director and Police 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 . Consider cancellation of events.
4. Inspect the exterior of the Fire Stations, Town Office and municipal pier.
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, Town Manager, OEM Director, Police and Fire Chiefs 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 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 Gouldsboro Emergency Operations Plan.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

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

ADMINISTRATION AND LOGISTICS

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

ANNEX K – CONTINUITY OF OPERATIONS

PURPOSE

It is the policy of the Town of Gouldsboro 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 Gouldsboro. 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	Law Enforcement	Public Safety	Police Chief	Town Office
4	Emergency Management	Public Safety	Emergency Mgmt Director	Town Office
5	Municipal Finances	Vital Services	Town Treasurer	Town Office
6	Municipal Records	Vital Services	Town Clerk	Town Office
7	Voting	Civil Authority	Town Clerk	Town Office
8	Municipal Tax Collection	Vital Services	Town Tax Collector	Town Office
9	Road Maintenance	Vital Services	Road Commissioner	Town Office
10	Public Health	Public Safety	Health Officer	Town Office
11	Animal Control	Public Safety	Animal Control Officer	Town Office
12	Tax Assessing	Vital Services	Board of Assessors	Town Office
13	General Assistance	Vital Services	General Assistance Admin.	Town Office
14	Code Enforcement	Civil Authority	Code Enforcement Officer	Town Office
15	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	Private Cemetery Corps.	Home
	Parks & Recreation	Public Service	Parks Commission	Town Office

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 Gouldsboro's Essential Municipal Functions may be disrupted.

A Coastal Storm Event Fire could impact the Town Office/Station #1. As a predictable event an evacuation of all records, equipment and property could be made, even if as a precautionary measure. If a serious enough coastal flood occurred, this facility (along with a great deal of private / commercial property) could be completely destroyed. Any evacuations will be in accordance with Annex E.

A Structure or Wildland Fire at the Town Office/Station #1 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 Fire Department apparatus were lost, Gouldsboro would have to rely on its mutual aid partners to provide emergency services until new apparatus, equipment and a station were acquired. A Wildland fire might force the evacuation of a Town facility as a precautionary measure. Such an evacuation would be done in accordance with Annex E.

An extended Power Outage could disrupt normal operations at the Town Office and Fire Stations and could cause damage to the facilities' heating and plumbing if they were to freeze up during the winter months. Emergency power capability (transfer switch/panel and 5kw generator) already exists at Town Office/Station #1. A generator system also exists at the Community Center if sheltering operations are necessary.

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, Assistant Chief, 1st Captain, 2nd Captain, 1st Lieutenant and 2nd Lieutenant etc). 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 will need to be relocated to the Community Center. Fire equipment and records will require distribution between the two remaining stations.

There will be no reconstitution requirements for a nondestructive evacuation or an extended power outage. If a municipal facility is lost due to a structure fire or flood, 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 desk/table, filing cabinets, book shelves, tables and chairs for the Selectmen, a location to lock up ballots, a bathroom and heat.

Alternate Fire Stations will need to have sufficient storage and door clearance for the Trucks and associated equipment. The building will need to be heated.

VITAL RECORDS AND DATABASES

Vital Records	OPR	Mitigation Measure(s)
Tax Assessing Records	Town Manager	Store hardcopies in fireproof containers Scan hardcopies into digital format. Back up digital files and store offsite
General Assistance Records		
Town Meeting Warrants	Town Manager and 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	Town Treasurer	
Municipal Financial Records		
IRS Records	Town Tax Collector	
Municipal Property Tax Records		
Municipal Excise Tax Records		
Motor Vehicle Registrations	Police Chief	
Police Investigation Records, Reports,	Fire Chief	
FD Financial, Training, Personnel & Reports	EM Director	
.Emergency Plans and MAAs.	Code Officer	
Code Enforcement Records		

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 and emergency or disaster.

1. The Town Manager/Clerk will need to inventory and record all equipment and materials in the Town Office.
2. The Police Department will need to inventory and record all equipment, records, and materials in office.
2. The Fire Department will need to inventory and record all equipment and materials in the Fire Station.
3. The Town Manager 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 Fireproof filing cabinet.
6. The Town Office/PD 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 Police Department needs to backup all digital files daily and store off-site.
11. The Town Office and Fire Department need to store all software in fireproof containers or off-site.

ATTACHMENT 1 - SEVERE WINTER STORMS

NATURE OF THE HAZARD

The Town of Gouldsboro 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 Gouldsboro's roads are single lane dirt roads. All Gouldsboro 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 tree lined roads or in times of heavy ice or snow accumulation. Another 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.

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 the Community Shelter and collecting damage assessment information.

The Town Manager and Board of Selectmen are responsible for keeping the town roads open for traffic.

Bangor Hydro Electric's outage reporting hotline is 800-310-4416.

RESOURCE MANAGEMENT

The Town Office/Station #1 has an emergency generator as does the Community Center. The EOC will ensure that these generators are functional and serviced and that there is enough heating and generator fuel, flashlights and First Aid Kit. The Town Office should have a portable, battery-operated radio, capable of receiving NWS transmissions.

ATTACHMENT 2 - SEVERE SUMMER STORMS

NATURE OF THE HAZARD

The Town of Gouldsboro is susceptible to severe summer storms. Although Hurricanes are rare and can be predicted many days ahead, Gouldsboro can receive storms with severe winds, wave and storm surge flooding, thunder and lightning strikes. A large portion of Gouldsboro's roads, residences, businesses, and even municipal facilities lie in reasonably close proximity to the shore. Additionally many roads are narrow and are bordered by trees or heavy forests.

RISK AREA

In the event of a Hurricane or Major Coastal Storm numerous homes and businesses, and possibly the Town Office/Station#1 will require evacuation. Boats, pounds, the Stinson Cannery, and marine Facilities could all be severely impacted depending upon by the winds, wave action, tides, and the storm surge. Additionally, low areas of Route #1 outside Gouldsboro can be damaged or rendered impassable by even a modest storm surge at high tide effectively cutting us off from all outside services or support. Although storm predictions can provide advanced warnings and effectively prevent a loss of lives, property damage and loss can potentially be catastrophic,

Lesser serious wind events can result in widespread or even very localized damage to homes, buildings, boats, and forested property. Although the potential loss of life can be limited, property damage can be significant.

As is the case for severe winter storms, it is very easy for town residents to become trapped in their homes due to wind thrown trees creating impassable roads. Another major concern is the difficulty for emergency response by EMS and Fire Protection Services.

Finally, the electrical power distribution system is very susceptible to damage by downed trees. Residents can be faced with periods of time without electricity. This will create difficulties with refrigeration, water supply, sanitation, and food preparation.

DIRECTION AND CONTROL

The Board of Selectmen and EM Director should consider activating the EOC during a severe storm event. In the event of a possible hurricane, evacuation information, notifications and assistance will need to be made as soon as possible to take as much protective action as possible prior to landfall. The Community Shelter should be opened for residents to relocate to per Annex F.

During a severe storm event, EMS and rescue resources may be unable to respond due to conditions. Plans and preparations should take place to facilitate as rapid a response as possible once the threat has passed and conditions allow for rescue and recovery operations to begin.

The EOC will organize water supply, heat assistance, emergency food supplies, and disaster volunteers for disaster response, setting up the Community Shelter if needed, and collecting damage assessment information.

The Town Manager or Board of Selectmen are responsible for keeping the town roads open for traffic..

RESOURCE MANAGEMENT

The EOC will locate an electrical power generator and hook up the Town Office to emergency power. The

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

ATTACHMENT 3 - FOREST FIRES

NATURE OF THE HAZARD

Gouldsboro 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 Gouldsboro 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 Gouldsboro Fire Department could 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 Hancock County Regional Communications Center. The Gouldsboro Fire Chief and the Fire Warden 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 Fire Chief/Fire Warden, Selectmen, or EM Director should immediately request such support through the Maine Forest Service and Hancock 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 or making house to house notifications of 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 vehicles. However, several town residents do have logging equipment and bulldozers that can be used to open emergency evacuation routes and create fire breaks.

ATTACHMENT 4 - FLOODING

NATURE OF THE HAZARD

Gouldsboro has lakes and streams and ocean exposures. Localized flooding can occur in a number of low lying and poorly drained areas with road culverts most vulnerable. Drainages from the Guzzle, Jones, and Forbes ponds have the additional hazards of being controlled by small and aging dams.

RISK AREA

There are few homes and no 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:

1. Main Street Prospect Harbor, Forbes Pond outlet bridge.
2. Guzzle Road and the Route 1, Guzzle Ponds outflow culvert.
3. South Gouldsboro Road at the Jones Pond outlet culvert

DIRECTION AND CONTROL

The Gouldsboro Town Manager or Board of Selectmen will be responsible for responding to flood damaged roads by initiating repair contracts or by contacting the Maine Department of Transportation (for State-maintained road surfaces).

WARNING

The Gouldsboro Town Manager, Assistant Road Commissioner, Gouldsboro Volunteer Fire Department or Board of Selectmen will be responsible for posting any and all roads that he/they deems unsafe for vehicle or pedestrian traffic.

RESOURCE MANAGEMENT

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

ATTACHMENT 5 - HAZARDOUS MATERIALS ACCIDENT

NATURE OF THE HAZARD

Hazardous materials (HazMat) travel through but there are few Facilities that store such materials in the Town of Gouldsboro. A HazMat accident can happen at any time at any location in town. However, there are certain areas in Gouldsboro 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 Gouldsboro 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

The Stinson canning factory in downtown Prospect Harbor utilizes and stores some materials that can pose a HAZMAT hazard should a spill or release occur. The company has a HAZMAT Plan and a copy is available to the fire department.

US Route #1 is a major transportation corridor for a wide variety of bulk HAZMAT materials. However, other than fuel oil trucks carrying heating oil and limited quantities of other materials, Gouldsboro has a rather limited road related risk.

There are no large concentrations of stored fuel in Gouldsboro. There are two gas stations and a small number of limited fuel holding facilities in association with the marine/fishing industry. There are no fuel oil or propane dealers nor major boat building facilities in Gouldsboro.

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 HCRCC. The IC will assess the situation from a safe distance. Binoculars are located on Engine 6. 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 HCRCC. 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.

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.

County Ambulance will be requested through the HCRCC, when the possibility of victims or contaminated personnel exists.

Fire Department personnel will call for Mutual Aid to 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 Town Manager, 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 Hancock County EMA or RCC. The NIMS ICS will be utilized at a HazMat Incident.

ADMINISTRATION AND LOGISTICS

All Gouldsboro Firefighters receive annual HazMat: First Responder Awareness Training. Currently 1 member is 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
Stinson (Bumble Bee) Canning Facility	Main Street Prospect Harbor	See annual report		

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

ATTACHMENT 6 - PROLONGED POWER OUTAGE

NATURE OF THE HAZARD

Due to the rural nature of the community, Gouldsboro is very susceptible to (and has had experience with) 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 Third day. The Town Office/Fire Station #2 is equipped with a generator and transfer switch/panel. Additionally, The Community Center on the Pond Road is also equipped with a generator and is planned to serve as a shelter with limited cooking and shower facilities.

The EOC will call in the outage information and community status to the Bangor Hydro Electric Co. outage center (800-310-4416) and to the Hancock 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.

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 Hancock County EOC to determine what other shelters have been activated.

ATTACHMENT 7 - PANDEMIC

NATURE OF THE HAZARD

In the event of a nation wide influenza or similar pandemic all people could be fully susceptible. Depending upon the virulence strain, its efficiency of spread, and preventative measures taken by the population in general, a significant percent of the population may fall ill during peak outbreaks. The number of people incapacitated, requiring hospitalization, and who could die from such an outbreak could be very significant. Additionally, the adverse effects of illness related absenteeism, school closures, and possible quarantines could have a severe impact on government, utilities, infrastructure, and societal functions. Finally, epidemics of the sort predicted can emerge in waves, meaning that the adverse impacts could reoccur over the course of months.

RISK AREA

Susceptibility to a possible influenza or similar pandemic virus can be universal. The efficiency of Person to person transmission rates helps determine such an illness's rate of spread and which populations face the greatest contraction risk. Generally, school aged children and other dense populations are the most effective spreaders of viruses. Those the most at risk of suffering the most severe reactions and possible deaths due to infection are infants, the elderly, pregnant women, and persons with chronic medical conditions; however some past strains have killed a surprisingly high number of young and healthy individuals.

EMERGENCY PUBLIC INFORMATION

In the event of a National Pandemic, information from the WHO, CDC, MAINE CDC, and a multitude of other state and federal agencies will be available via all media outlets in order to provide essential information and to prevent panic. Local health care providers will also help provide a first line of information for the public and for their patients.

CONDUCT OF OPERATIONS

Operations during a pandemic will be very different from those conducted during other emergency events. EOCs will be established at county, state, regional, and federal levels in order to effectively plan prevention and mitigation measures, disseminate information, and ultimately monitor the course of infection and attempt to provide consistent governmental, service, and civil functions.

At the local level the Gouldsboro EOC may be activated for planning and preparation purposes prior to the actual local outbreak(s). However, once cases of the pandemic are identified in the community measures to reduce social interactions will be taken. These may include school closures, cancellation of meetings, civic and social functions, and possible containment quarantines. Hospitals and clinics could potentially be overwhelmed and may limit the acceptance of infection related cases. Persons infected or not, will not be moved to the community center or any other collective sheltering facility. Residents could be strongly encouraged, and possibly required by decree, to remain at home if ill or possibly exposed to an infected person or persons.

The EM Director may be required to coordinate with social service agencies, municipal entities, and volunteers to help provide emergency food, necessary supplies, or medications to people or households in isolation or under quarantine.

The Town Manager, the Selectmen and all municipal entities, ie fire and police, will attempt to continue provide necessary civil and municipal services to the extent safely possible based upon the situation, information available, and directives at the time.

The Gouldsboro Health Officer will ensure to the maximum extent possible, that accurate information concerning a possible influenza outbreak and individual and community prevention measures is distributed as widely as possible. Additionally he/she will assist the EOC with community plans and preparations for a possible pandemic outbreak. Once the certified Pandemic Phase has been reached the Health Officer will assist the EM Director with information on reported infections, illnesses, and deaths per the Hancock County Emergency Operations Plan, Attachment J.

Once activity has returned to pre-pandemic levels all entities will attempt to resume all municipal and civil functions as conditions allow. EM Director, assisted by the Community Health Officer, will complete all reporting requirements to the County EMA.