

ANNEX J

SOP'S FOR POTENTIAL TOWN EMERGENCIES

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To supplement these SOP's see also the Public Information Plan at Tab B, EPRB. The Plan includes related public information, citizen instructions and announcements

HURRICANE SOP

(See also Power Outage)

- Assess the current situation.
- If necessary and it has not yet happened, activate the EOC.
- Inform the Town Officials.
- Gather information for a public announcement.
- Update the weather information via the National Weather Service.
- Contact necessary emergency services agencies.
- If evacuation is necessary, identify evacuation routes.
- Determine whether there is adequate time to evacuate risk areas before the storm arrives.
- Is sheltering necessary? If so identify shelters.
- Locate portable generators for shelters. Portable generators for the town of Frye Island are in the following locations.
- Coordinate with the Police Services on the evacuation.
- Following the storm, coordinate with and assist police, public works and other agencies in clean up efforts.

SEVERE SUMMER STORM SOP

(See also Power Outage)

- Review current weather conditions and reports.
- Notify Town Manager, Selectmen, EMA Director.
- Notify department head. (Fire, Police Services, Road Commissioner etc.
- Notify the Public.
- Prepare equipment for operational readiness.
- Does the situation require sheltering of stranded motorists and or citizens without electricity, heat etc.
- If sheltering is required, refer to Evacuation Annex and gather shelter and feeding information.
- Independent power sources.
- Coordinate with Police Services on Evacuation.
- Identify where power outages have occurred via road crews.
- Continue to obtain updates on weather conditions and changes.
- Act as liaison between emergency service agencies. Coordinate the Road commissioner, Police Fire, and Rescue.
- Coordinate with Road commissioner on cleanup efforts after the storm emergency has passed.

TORNADO SOP

(See also Power Outage)

- Assess the current situation.
- If a Tornado warning has been issued determine areas at risk.
- If necessary, activate the EOC.
- Inform the Town Officials.
- Update the weather information via the National Weather Service. Continue to update the weather.
- Determine whether risk areas need to be evacuated.
- Is sheltering necessary? If so identify shelters.
- Contact persons responsible for opening and managing sheltering.
- Keep informed of locations where tornadoes have been reported.
- Coordinate with Police Services on the evacuation.
- Assess the damage following the tornado and inform the Cumberland County EMA. Some assistance may be provided through the EMA.
- Coordinate with and assist Police, Road Commissioners, and other agencies in cleanup efforts.

ISLAND POWER FAILURE SOP

- Inform the necessary officials and department heads.
- Assess the current and extended weather conditions.
- Assess how widespread the situation is.
- Contact the utility company (CMP) and request the expected time frame of the outage.
- Activate communications capabilities to the utility, which are available through Cumberland County Emergency Management Agency.
- Is Evacuation necessary?
- If evacuation is necessary, identify shelters in the community with emergency power; (i.e. generators, natural gas that doesn't require an electrical pilot light). Reference Shelter Annex.
- Gather information on Evacuation, Shelter, and Routes of travel and contact the Media for a public announcement, if time permits.
- Notify providers of shelter and feeding.
- Assess fuel needs of all local departments and municipal equipment. Establish alternative procedures if necessary.
- Are the telephones operable? What are alternatives (HAMs, Radios etc).
- Seek assistance from community HAM Radio Operators.
- Provide the island Residents with emergency information, such as information on evacuation, shelters and routes to travel.
- Assist critical and special needs people in relocation process.
- Coordinate with the Police Services on traffic control and security measures.
- Coordinate with Sewer/Pollution Dept. regarding potential overflow problems.
- Coordinate with and assist Public Works Department on cleanup efforts.

LARGE WILDFIRE SOP

- Assess the situation.
- Inform the Town Officials and the public.
- Is evacuation necessary?
- If evacuation is necessary, coordinate with police in identifying evacuation routes.
- Establish a multi-agency on scene command post. The command post will be the most convenient location.
- Coordinate the response between the community's agencies and departments.
- Contact the weather service to update the weather conditions.
- Is sheltering necessary? If so identify shelters.
- Continue to update status on the fire.
- If the problem has exceeded the capabilities of the town and mutual aid, the Cumberland County Fire Task Force may be activated, by contacting the County EMA.
- Coordinate with the Maine Forest Service in allocating resources.
- Coordinate with other agencies for the relocation of displaced persons.
- Coordinate cleanup efforts following the fire with public works.

HAZARDOUS MATERIALS/EXPLOSION SOP

- Assess the present situation.
- Inform local elected officials.
- Establish a multi-agency on-scene command post.
- Command post has been established at _____.
- Who is the on-scene commander?
- Secure the area.
- Coordinate with Police Services on crowd and traffic control.
- Coordinate with Emergency Medical Services personnel regarding the situation.
- Inform the necessary agencies, organizations and authorities of the situation.
- Protect exposures
- Call in required mutual aid assistance if necessary.
- Is evacuation necessary?
- If evacuation and or shelter are necessary, gather information on evacuation, sheltering and re-routing.
- Evaluate heavy equipment needs and coordinate heavy equipment response.
- Coordinate with the Electric companies, gas companies, water companies and utilities for evaluation of services in the affected area.
- Have all investigations completed prior to cleanup actions.
- Coordinate cleanup and restoration activities.

EARTHQUAKE SOP

(See also power Outage)

- Assess the current situation.
- If necessary and it has not yet happened, activate the EOC.
- Identify area hit by the earthquake and those areas with severe damage and casualties.
- Inform town officials and necessary agencies of the situation.
- Inform the Cumberland County Emergency Management Agency of the local situation. Should the situation exceed the local capabilities, request that the EMA be activated.
- Contact the media for a public announcement.
- If needed, assemble HAM and RACES radio operators to assist in the communications.
- Assist in coordination with Emergency Services personnel on medical assistance to injured parties.
- Coordinate with Emergency Services on emergency triage and possible mobile hospital areas.
- Coordinate with the Fire and Public Works regarding problems created by the earthquake.
- Coordinate with CMP regarding power outages and downed electrical wires.
- Identify shelters that are out of the immediate disaster areas.
- Contact persons who have access to the shelters and with those other related agencies to move people out of the affected area to shelters.

MICRO-BURSTS

Definition:

Microburst is a small down burst with an outburst of damaging winds extending only 2.5 miles or less. In spite of its small horizontal scale, an intense microburst could induce damaging winds as high as 168 mph.

SOP: Follow the **Severe Summer Storm SOP** at page 1102.