

# **The Municipality of UNION, Maine**



## **2009 Emergency Operations Plan**

Union Office of Emergency Management  
Union, ME 04862

Approved January 20, 2009

# Union, Maine Emergency Operations Plan

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## DISTRIBUTION

Union Office of Emergency Management  
Union Public Safety Station  
Union Town Office Records  
School Superintendent's Office  
Knox County Emergency Management Agency

# Union, Maine Emergency Operations Plan

## EMERGENCY PROCLAMATION and EMERGENCY POWERS

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

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

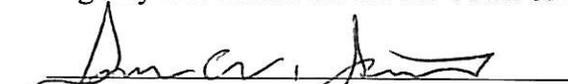
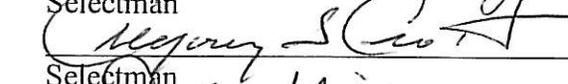
(B) Whereas, the Select Board is charged with the responsibility for the well being of citizens within said Town; and

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

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

## EMERGENCY OPERATIONS PLAN APPROVAL TOWN OF UNION

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

 _____ Selectman	<u>1/20/2009</u> Date
 _____ Selectman	<u>1/20/2009</u> Date
 _____ Selectman	<u>1/20/2009</u> Date
 _____ Selectman	<u>1/20/2009</u> Date
_____ Selectman	_____ Date
_____ Emergency Management Director	_____ Date

# Union, Maine Emergency Operations Plan

## BASIC PLAN

### PURPOSE

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

### SITUATION AND ASSUMPTIONS

The Town of Union could experience disaster situations that are local or statewide. Local disasters could include forest fires, hazardous materials incidents, mass casualty incidents, building collapses, or school attacks. Statewide disasters may include flooding, prolonged power outages and severe winter storms. A Hazard Risk Assessment was completed with the following results:

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

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

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

A **Mass Casualty Incident** could occur resulting from a passenger vehicle accident, or as a result of any of the described hazards.

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

Though **hazardous materials** could be transported on any community road, the greatest traffic flow of hazardous materials is along Route's 17, 131, and 235. The residences and public school along this traffic corridor are most susceptible to a HazMat incident.

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

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

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

## Union, Maine Emergency Operations Plan

HAZARD EVENT	VULNERABILITY LOCATION	LIKEIHOOD	MAJOR DAMAGES	DEATHS OR INJURIES
Forest Fires	Entire Town	Occasional	Forests & Homes	Firefighters
HazMat Incident	State Route(s) 17,235,131	Occasional	Roadway	Residents & Responders
Mass Casualty	Anywhere	Occasional	None	School or Transport
School Attack	School	Remote	School	Students & Faculty
Flooding	Many	Probable	Roadways	None
Power Outages	Entire Town	Probable	Frozen Plumbing & Power Line	None
Winter Storm	Entire Town	Frequent		Motorist or Elderly

The Town of Union does not have its own hazardous materials response team or public transportation. Knox County Sheriff's Office and Maine State Police provide law enforcement. The Regional hospital is located in Rockport. The Knox County Regional Response Team (RRT6) provides HAZMAT response, with the Town of Union providing a Decon Team as part of RR6. The school district could provide emergency public transportation. Public works is preformed through Union Road Commissioner. Fire Protection services are handled by the Town Fire Department.

The likelihood of a disaster situation in Union that could cause multiple deaths or injuries is very low. There are no large passenger transportation services. There are no structures over four 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. The major portions of transported hazardous materials consist of petroleum products and the hazards would be localized. School attacks present the only real danger of life, but the likelihood in remote.

### Union DEMIGRAPHICS, 2000 CENSUS

#### Population & Age Statistics

Total Year-Round Population	2,209
Under 18 Years Old	543
18 to 24 Years Old	132
25 to 44 Years Old	623
45 to 64 Years Old	614
65 Years Old & Over	300
Median Age	40.2

#### Housing & Density Statistics

Total Housing Units	1,086
Occupied Housing Units	850
Owner-Occupied Housing Units	700
Renter-Occupied Housing Units	50
Vacant Housing Units	200
People per square mile	68.8/mile
House per square mile	32.8/mile

#### Social and Economic Statistics

Total Labor Force, 2000	1,495	
Per Capita Income, 2000	16,240	
Median Household Income, 2000	37,679	
Total Municipal Valuation, 2007*	226,607,100	*Not a Census Bureau Statistic

# Union, Maine Emergency Operations Plan

## CONCEPT OF OPERATIONS

The Emergency Management (EM) Director is responsible to the Select Board for coordinating disaster response activities, requesting resources from mutual aid partners and from the County and for compiling disaster information. The Select Board is legally responsible for the function of the local government.

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

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

The Union Fire Department and Ambulance Service serve the Town. 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 towns.

For all 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 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 Union, and certain preparedness action should be started by the EOC.

## ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

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

### **Select Board:**

1. Assumes responsibility for 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.

# Union, Maine Emergency Operations Plan

## **Emergency Management Director:**

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

**Fire Chief:** Oversees all fire department resources and directs fire department operations.

**Ambulance Service Chief:** Oversees all EMS resources and directs EMS operations.

**Fire Warden:** Coordinates with the Maine Forestry Service.

## **Road Commissioner:**

1. Coordinates road repair and maintenance.
2. Provides major input to the Damage Assessment program.

**Shelter Officer:** Appointed during emergency by Select Board to establish a Disaster Shelter or coordinate with a Regional Shelter.

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

**Communications Officer:** Mans EOC telephones and radio.

**Volunteer & Donations Coordinator:** Coordinates volunteers and donated items.

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

## **Health Officer:**

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

## **Public Information Officer:**

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

**Town Clerk:** Documents all municipal activities that are occurring.

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

**General Assistance:** Assists resident with financial assistance.

# Union, Maine Emergency Operations Plan

## ADMINISTRATION AND LOGISTICS

The Select Board and the EM Director are responsible for the activation of this plan. The Union EM Director is responsible for the submission of reports to MEMA, through the Knox County EMA (KXEMA). Town officers provide reports of response activities, damages, and other related information to the 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.

The Select Board on the Town Warrant must approve all town disaster expenditures. 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/She reviews the entire plan annually and ensures that all procedure, policies, data and responsibilities are current and reflect actual assignments.

The Select Board will approve all changes to the plan.

## AUTHORITIES AND REFERENCES

### A. Authorities

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

### B. References

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

# Union, Maine Emergency Operations Plan

## ANNEX A – DIRECTION AND CONTROL

### PURPOSE

Firefighters and EMS personnel are paid-call. All town officers 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 coordinates efforts by the municipal officials with county, state and contractor personnel.

### SITUATIONS AND ASSUMPTIONS

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

### CONCEPT OF OPERATIONS

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

By ordinance enacted January 20<sup>th</sup>, 2009, the Town of Union 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 Union, Knox County, State of Maine and Federal governments to work together more effectively to prevent, prepare form respond to and recover from domestic incidents, regardless of cause, size or complexity. By adopting NIMS, the Town of Union 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 Union emergency and disaster responders for incident management.

Normally, initial notification of an emergency would be a radio-page from the Knox County Regional Communications Center (KRCC) to the Town's firefighters, and EMT's. 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 KRCC radio-page Fire Department, a Knox County EMA "Fan-out" to the EM Director, or by announcements on area television and/or radio broadcasts.

The Select Board has responsibility for the continuance of local government operations. The EM Director assists the Board in this task. Any one of the Board 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

## Union, Maine Emergency Operations Plan

The primary Emergency Operations Center (EOC) is set up at the Union Fire Department. The alternative EOC is located at the Knox County EMA Office. The EOC's communications capabilities include telephone, internet and 2-way radios.

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 first 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 Union EOC keeps the Knox County EOC informed.

### ORGANOZATION & ASSIGNMENT OF RESPONSIBILITES

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

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

Select Board	Emergency Manager
Town Manager/Administrator or Clerk	Treasurer
Fire Chief & Fire Warden	
Ambulance Director	Animal Control Officer
Health Officer	Road Commissioner
Public Information Officer	Communications Officer
Volunteer and Donations Coordinator	Shelter Officer
General Assistance Clerk	Individual Assistance Coordinator

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

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

**Fire Services:** The Union Fire Department consists of 30 call 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 Service:** The Union Ambulance Service has one ambulance and 40 paid on-call personnel. 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 hospital.

**Public Works:** They are responsible for highway maintenance and will assist in damage assessment. The town maintains three snowplows and has three winter-hire drivers.

## Union, Maine Emergency Operations Plan

### ADMINISTRATION AND LOGISTICS

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

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

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

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

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

### MUTUAL AID CHART

AGENCY	1 <sup>st</sup> RESOURCE	2 <sup>nd</sup> RESOURCE	3 <sup>rd</sup> RESOURCE
Emergency Management	Knox County EMA 549-5155 or 594-8751	Maine EMA 1-800-452-8735	FEMA Region I 617-956-7506
Law Enforcement	Knox County Sheriff 911 or 594-5656	Maine State Police 1-800-452-4664	FBI 974-6670
Fire Protection	Any Knox County FD		
Public Works	Road Commissioner	Central Maine Power 1-800-696-1000	
Ambulance Services #2	Union Ambulance 911 or 785-3803	Sterling Ambulance 785-3100	Camden First Aid Assn. 911 or 236-8087
Hospitals	Pen Bay Medical Ctr. 596-8000	Waldo County General 1-800-649-2536	Mile Memorial Hosp. 563-1234
Red Cross	Pine Tree Chapter ARC 594-4576	MEMA ARC Liaison 624-4435	
Environmental Protection	Maine DEP 1-800-482-0777	U.S. EPA 1-800-424-8802	Maine Forest Service 287-2791
National Weather Service	NWS (Gray) 1-800-482-0913		
Hemet Information	Nat. Response Center 1-800-424-8802	CHEMTREC 1-800-424-9300	CHEM-TEL 1-800-255-3924
MISC Resources	Poison Control Center 1-800-222-1222	USCG Rockland 596-6666 or 596-6667	Ctr. For Disease Control 800-232-4636

## Union, Maine Emergency Operations Plan

The Town of Union 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 Union Fire Department. However, for incidents such as a multi-jurisdictional forest fire or a hostage incident at the school, the IC could be a County or State Official. In this case, if possible, the SFO will seek to establish a Unified Command in order to represent the jurisdiction of the Town of Union.

A Union IC or member of a Unified Command will maintain communications with and report to the Union EOC, which will oversee all municipal activities. Most Planning, Logistics and Finance Section duties will be carried out at the Union 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.

### X ACTION

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- \_\_\_\_\_ 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 Knox County EMA (594-5155).
- \_\_\_\_\_ Review staffing pattern to ensure 24 hr. capability (If needed).
- \_\_\_\_\_ Conduct "time check".
- \_\_\_\_\_ Brief elected officials on status of EOC.
- \_\_\_\_\_ Check on food, water, and sanitation supplies and make appropriate arrangements.
- \_\_\_\_\_ Submit verbal and written situation reports to County EMA (Fax 594-0450).
- \_\_\_\_\_ Establish EOC security procedures.
- \_\_\_\_\_ Conduct periodic briefings for EOC staff.
  - \_\_\_\_\_ Determine shelter requirements, status of electrical and telephone, road damages/closures, isolated personnel, medical problems, weather conditions, etc.
- \_\_\_\_\_ Review procedures for requesting assistance. Contact contractors for assistance.
- \_\_\_\_\_ Maintain records of expenditures.
- \_\_\_\_\_ Track mileage of vehicles used by town officials and volunteers. Track the work time of the town officials, EOC staff, fire department, and other volunteers.
- \_\_\_\_\_ Brief oncoming shift personnel of all events and pending actions.
- \_\_\_\_\_ Prepare initial damage assessment information for submission to Knox County EMA.
- \_\_\_\_\_ Contact area volunteer groups to assist with emergency recovery operations.



## Union, Maine Emergency Operations Plan

	<b>Jurisdiction:</b>
<b>9</b>	<b>SIT REP Summary/Notes/Comments:</b>
<b>10</b>	<b>Infrastructure Impacted:</b> Major Roads/Highways/Bridges Closed: _____ Water/Sewer/Electrical: _____ Airports/Railways/Ports/Other Closures: _____ Communications – towers, telephones: _____
<b>11</b>	<b>Emergency Services:</b> (Fire, EMS, Law Enforcement, Public Works, Hospitals, Volunteers, etc.) General Activities:  Depts. /Facilities/Equipment out of service:  Mutual Aid Activities:
<b>12</b>	<b>Damage Assessment:</b> Underway <input type="checkbox"/> Y <input type="checkbox"/> N    Form 7's to be submitted Estimated % Complete: _____ Public Estimated % Complete: _____ Private Estimated % Complete: _____ Homes Estimated % Complete: _____ Business/Economic
<b>13</b>	<b>Assistance Required:</b> <input type="checkbox"/> No <input type="checkbox"/> Being Prepared <input type="checkbox"/> Attached <i>If assistance is required please attach a completed Request for Assistance</i>
<b>14</b>	Prepared By: _____ Approved: _____ Time Sent: _____  Delivery Method: <input type="checkbox"/> Voice <input type="checkbox"/> Fax <input type="checkbox"/> Email <input type="checkbox"/> Packet Radio <input type="checkbox"/> Courier <input type="checkbox"/> Modem

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

# Union, Maine Emergency Operations Plan

## 1. Introduction

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

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

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

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

## 2. Situation Reporting

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

a. Verb 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.)

# Union, Maine Emergency Operations Plan

## ANNEX B - COMMUNICATIONS

### PURPOSE:

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

### SITUATION AND ASSUMPTIONS

Most local emergencies should leave the telephone system intact, however certain disasters, such as a severe winter storm, could knock out the 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 communicating to the telephone system and as the means to communicate with personnel in vehicles or in the field. As much as possible, e-mail shall be used to transfer photos and large amounts of data.

When neither telephone nor radio is functioning or unable to reach the intended party, runners may be used as an emergency stopgap measure. Volunteers with appropriate vehicles (4WD, ATV, snowmobiles, etc) will be requested to support this measure. Consideration should also be made to using and compensating volunteers with cellular and satellite phones. Additionally, Knox County EMA can activate ARES/RACES HAM radio personnel.

### CONCEPT OF OPERATIONS

The SOC shall communicate by telephone whenever possible. Their primary EOC phone number is 785-4306. The Alternate EOC phone number is 785-4303.

The Fire Department and Ambulance Service have about twenty-five hand-held two-way radios with the Knox County standard frequency assignments and CONOPS. Radio traffic may be relayed through the radio base station at the Fire Station.

The Public Safety Building has a multi-channel two-way radio base station. Contact with the KRCC and Knox County EMA is possible. All the volunteer firefighters and EMT's are issued a radio-pager. Page-outs may be initiated from KRCC, the Knox County EOC, or by the Union Fire Department. The Public Safety Building also maintains a radio scanner. All emergency vehicles are equipped with mobile truck radios.

The Town Office ([Union.govoffice2.com](http://Union.govoffice2.com)) and Public Safety Building both have Internet and E-mail connectivity. Reports and pictures can be e-mailed from the Town to the County or State government officers.

The Public Safety Building and Town Office can send and receive fax transmissions. (785-3652)

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

### ADMINISTRATION AND LOGISTICS

The EOC shall determine what communication 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.

## Union, Maine Emergency Operations Plan

### EXTERNAL CONTACTS

AGENCY	LOCATION	TELEPHONE #
American Red Cross	Pine Tree Chapter	594-4576
Central Maine Power –Fire Emer. only	Augusta	1-800-535-5532
CHEMTREC	Washington D.C.	1-800-424-9300
Civil Air Patrol	72 Broadlawn, Brewer	989-2842
FEMA Region I	Maynard, MA	617-223-9540
Forest Fire Control	Augusta	287-2275
General Aviation Weather	Bangor International Airport	1-800-992-7433
Maine DEP	Augusta	1-800-482-0777
Maine DOT (Spill Contain)	Augusta	289-2551
Maine EMA	Augusta	1-800-452-8735
Maine Floodplain Mgmt	38 State House Station, Augusta	287-8063
Maine Geological Survey	22 State House Station, Augusta	287-2801
Maine State Police	Augusta	1-800-452-4664
National Response Center	2100 2 <sup>nd</sup> St. SW, Wash D.C.	1-800-424-8802
National Weather Service	1 Weather Lane, Gray	1-800-482-0913
Poison Control Center		1-800-222-1222
Radio Station – Fm 106.5	49 Acme Rd, Bangor	989-5204
Radio Station – Fm 90.9	65 Texas Ave, Bangor	941-1010
Radio Station – Fm 94.5	Bangor	947-1234
Sabastacook Valley Hospital	99 Grove St., Pittsfield	487-5141
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
Knox County EMA	62 Union St. Rockland, ME	549-5155
Pen Bay Medical Center	6 Glen Cove Dr. Rockport, ME	596-8000
Knox County Sheriff	327 Park St. Rockland, ME	594-5656

### FAX MACHINE DIRECTORY

OFFICE	TELEPHONE NUMBER
Knox County EMA	594-0450
Knox County RCC	594-0441
Pen Bay Medical Center (Emergency Dept.)	593-5288
MEMA – EOC Primary	287-3178
EOC Secondary	287-5430

# Union, Maine Emergency Operations Plan

## ANNEX C - WARNING

### PURPOSE

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

### SITUATION AND ASSUMPTIONS

The primary National Warning System (NAWAS) warning point for Knox County is the Knox County Regional Communications Center (KRCC) located at 327 Park Street in Rockland. The KRCC number is 594-5656 or 911. The KRCC is staffed on a 24-hour basis and notifies jurisdictions of warnings received. The Knox County EMA is the alternate warning point. The National Oceanic and Atmosphere 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 Union Public Safety Building located at 567 Common Road in Union. The secondary warning point is the Union Town Office. The EMS & Fire Department members and EM Director can be radio-paged out by the KRCC. The EM Director is responsible for alerting the Select Board, Town Manager and town officers. He is also responsible for providing warning to the D.R. Gaul Elementary School and the public via warning devices and mobile notification.

### CONCEPT OF OPERATIONS

The dispatcher at the Knox County Warning Point (KRCC) 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 Union EM Director may contact the Knox County EMA Director or KRCC to request activation of the EAS system. Knox County will pass the request to the Maine Emergency Management Agency (MEMA) who can complete the EAS activation. The Union EM Director or Board may also contact area radio stations directly to request that they pass emergency information.

### ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

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

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

The EOC shall initiate warning communications to town residents through phone calls, traveling teams 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 time of completion. These reports are recorded and given to the EM Director.

# Union, Maine Emergency Operations Plan

## WARNING CHECKLIST

**X ACTION**

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Received notification:

Fan-out Information:

\_\_\_\_\_ If limited warning time, the following actions may be undertaken by the EOC and Fire Department.

\_\_\_\_\_ a. Telephone and Radio callout

\_\_\_\_\_ b. Mobile notification routes with public address system or door-to-door notification.

\_\_\_\_\_ c. Warning notifications to schools.

\_\_\_\_\_ Other public warning is used as available and as time permits.

\_\_\_\_\_ a. Radio announcements

\_\_\_\_\_ b. Television announcement

\_\_\_\_\_ Keep signed logs of emergency communication traffic.

# Union, Maine Emergency Operations Plan

## ANNEX D – EMERGENCY PUBLIC INFORMATION

### PURPOSE

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

### SITUATION

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

Town resident 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. School children and elderly living alone should be notified and assisted first.

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

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

The Select Board should consider contacting area radio and television station to disseminate information.

### CONCEPT OF OPERATIONS

The Select Board and/or EM Director will initiate the dissemination of emergency public information.

The Town Media Center will be at the Public Safety Building for a major incident that the TV Media arrives in Town. Media briefings are held as frequently as possible. Media releases are prepared in the EOC. The EOC will monitor radio & television news for media feedback and information.

The Maine EMA activates the Emergency Alert System. The EOC will contact the County EMA Director or KRCC 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 a member of the Select Board, Town Manager, or EM Director will be selected to be the Union Public Information Officer (PIO). The EM 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 releases 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.

# Union, Maine Emergency Operations Plan

## EMERGENCY PUBLIC INFORMATION CHECKLIST

Below are suggested actions for the Union 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 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 Select Board informed of all actions taken or planned.

\_\_\_\_\_ Maintain a log and a file.

\_\_\_\_\_ Keep Knox County EMA informed of all information released.

# Union, Maine Emergency Operations Plan

## ANNEX E - EVACUATION

### PURPOSE

This annex will describe the provisions for the Town of Union 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 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 everyone 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 one of the following traffic corridors, Rte. 17, Rte 131, & Rte 235. The most likely location for a terrorist situation is at the elementary school, or during the Union Fair.

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

### CONCEPT OF OPERATIONS

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

For a terrorist situation, the senior law enforcement officer from the Knox 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 Union Fire Department.

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

The general population uses private transportation. Those without transportation, including elderly and handicapped are transported by other means. The EM Director maintains a list of these who require special assistance in an evacuation. The EOC will contact the Superintendent for School District #40 in order to request school buses to aid in the evacuation.

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

### ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Select Board is the authority for establishing evacuation policy.

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

# Union, Maine Emergency Operations Plan

## ADMINISTRATION AND LOGISTICS

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

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

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

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

### EVACUATION INFORMATION

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

# Union, Maine Emergency Operations Plan

## ANNEX F – MASS CARE

### PURPOSE

This annex will describe the Union 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 Select Board to protect their residents by providing shelter when required in an emergency.

The Knox County EMA office will assign the Mass Care facility for large evacuation that will require overnight accommodations. This facility will be used as feeding and sleeping quarters for the evacuated residents. An alternative facility if residents only require a daytime shelter for water and warmth will be the Union Public Safety Building.

Sheltering-in-place by Union residents maybe considered, depending on the type of incident.

### CONCEPT OF OPERATIONS

The EM Director will work with the Knox County EMA and 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 Select Board 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 Mason, Grange, or the Church groups 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 and over night shelter may not be required. Determine if there are any residents who do not have a place to stay.

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

Feeding, sanitation, and bedding for the shelter residents will need to be provided. The Select Board may authorize the purchase of emergency supplies, food, water, sanitation supplies, cots, and blankets for the shelter. Contact should be made with the Union Town Office (785-3658).

Consideration should be made as to establishing a bus service to pick up those needing sheltering and transporting them to the Union or primary Knox County regional mass care shelter.

### ORGANIZATION AND ASSISGNMENT OF RESPONIBILITES

The Select Board is 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 certain 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. Animals may be shelter in facilities collocated with the Union mass care shelter.

### ADMINISTRATION AND LOGISTICS

## Union, Maine Emergency Operations Plan

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 Knox 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 operated the shelter. If they town operated a shelter on its own, the town will be required to shoulder all the costs (may be reimbursable if a Stafford Act Disaster Declaration is made.)

### MASS CARE CHECKLIST

- | <b>X</b>                 | <b>ACTION</b>   |
|--------------------------|---|
| <input type="checkbox"/> | Contact the American Red Cross Chapter and alert them to possible need for sheltering.  |
| <input type="checkbox"/> | If American Red Cross cannot support a shelter in Union, contact the Knox County EMA to determine if the County is establishing any shelters. |
| <input type="checkbox"/> | If the County is not providing a countywide shelter, contact local volunteers and activate a shelter.   |
| <input type="checkbox"/> | Cost maybe 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 Shelter to original conditions.  |
| <input type="checkbox"/> | Submit shelter expenditure statement for reimbursement.   |

# Union, Maine Emergency Operations Plan

## ANNEX G – HEALTH AND MEDICAL

### PURPOSE

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

### SITUATION AND ASSUMPTIONS

The Town of Union has no medical facilities, no public or environment health services, and no mortuary services.

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

It is critical that roads be kept clear of debris so that EMA 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 Terrorist attack.

The Union Ambulance Service will be the primary EMS.

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

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

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

### ORGANIZED 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 Knox County EMA.

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

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

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

### ADMINISTRATION AND LOGISTICS

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

Some town residents may have limited medical training. Contact these individuals.

# Union, Maine Emergency Operations Plan

## ANNEX H – RESOURCE MANAGEMENT

### PURPOSE

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

### SITUATION AND ASSUMPTION

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

Primarily, manpower for use in disaster response and recovery will be all-volunteer. The initial manpower source will be the Fire Department, and Ambulance Service. The EOC or Select Board should contact other town residents to seek out volunteers. Manpower requests should also be forwarded to the Knox County EMA.

The Town of Union owns varying types of equipment; five snowplow trucks, two rubber tired backhoes, one grader, one fire department medium rescue, one forestry truck, three fire engines, one tanker truck and one ambulance. Consideration should be made to contract with local contractors and individual residents for other vehicle resources.

Communications consists of telephones in the Town Office and Public Safety Station and in several two-way radios maintained by the Fire and Ambulance Departments. Requests for additional communications equipment should be made to the Knox County EMA and KRCC.

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

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

The Town of Union has limited resources to respond to a Terrorist Incident. Actions will include extinguishing any fire, searching for explosives, evacuating the injured and closing roads in the area. The Knox County Sheriff's Department shall be notified immediately.

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

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

### CONCEPT OF OPERATIONS

The Town of Union will use its local resources and will call upon disaster mutual aid before contacting Knox County for assistance. The Knox County EMA then coordinates resource acquisition. Records are kept of the deployment of resources. The Union EOC will inventory town resources, replenish depleted stock and recondition or replace uses 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 Union. This information will be tracked on a wall-mounted status board or a computer-based spreadsheet.

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

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

# Union, Maine Emergency Operations Plan

## ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

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

A staging area will be established in the Public Safety Building parking lot.

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

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

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

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

## ADMISISTRATION AND LOGISTICS

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

## EMERGENCY RESPONSE EQUIPMENT

RESOURCE	SIZE/TYPE	QTY	CONTACT	PHONE
Snow Plows	11 ft Angle	3	Dean Camber	785-3411
	11 ft HWY	1	Dean Camber	542-4518 (cell)
	10ft Wing	3	Dean Camber	
	9ft Angle	2	Dean Camber	
	9ft Wing	2	Dean Camber	
	10ft V-Plow	1	Dean Camber	
Dump Trucks	7yd	3	Dean Camber	
	5yd	1	Dean Camber	
	3yd	1	Dean Camber	
Front-end Loader	310SG	1	Dean Camber	
	310C	1	Dean Camber	
Generator	7500W	1	Dean Camber	
Water Pumps	250gpm	1	Dean Camber	
Grader	670A	1	Dean Camber	

## Union, Maine Emergency Operations Plan

### PUBLIC SAFETY RESOURCE INFORMATION

CONTACT INFORMATION		RADIO COMMUNICATIONS	
<b>Department</b>	Union F.D.	<b>Call Letters</b>	KCRCC
<b>Business Phone</b>	785-4306	<b>Frequency</b>	
<b>Fax Line</b>	785-3652	<b>Station Call Sign</b>	
<b>Address</b>	P.O. BOX 186	<b>No. Mobiles</b>	10
<b>Email</b>	<a href="mailto:Fire.union@roadrunner.com">Fire.union@roadrunner.com</a>	<b>No. Portables</b>	25
		<b>No. Pagers</b>	35

PERSONNEL		PORTABLE PUMPS	
<b>Firefighters</b>	25	<b>GPM</b>	<b>Portability</b>
<b>EMTs</b>	35	75	1 man
	-	250	

VEHICLES				
Call Sign	Year, Make Model	Type	GPM	Tank Size (gals)
Tanker	1989 Freightliner	Tanker	500 @ 150 psi	3,000
Engine 1	1976	Pumper	1,250 @ 150 psi	500
Engine 2	1979	Pumper	1,000 @ 150 psi	1,000
Engine 4	1999	Pumper	1,250 @ 150 psi	1,500
Engine 3	Ford 350	Forestry	75	
Ambulance	Ford			
Hazard 5	Medium Rescue			

HOSE			SUPPORT EQUIPMENT	
Diameter (in)	Thread Type	Length (ft)	No.	Type
1-3/4"	NPSH	1,000	2	5 kW Generator
2-1/2"	NH	1,000	1	10 kW Generator
3"	NH	500	1	Thermal Imaging Camera
4"	Stortz	2,500	1	Jaws of Life
5"	Stortz	1,200	1	Multi-gas Detectors
			1	Ice Water Rescue
<b>RESPIRATORY EQUIPMENT</b>			4	Ice Water Rescue Suits
<b>No.</b>	<b>Type</b>			
20	Scott 45 Air Packs			
1	Cascade Station (2 Bottle)			
30	45 minute air bottles			

# Union, Maine Emergency Operations Plan

## VOLUNTEER MANAGEMENT

The Union EM Director and/or EOC coordinate the efforts of Union volunteer organizations and unaffiliated volunteers. The EM Director will determine what volunteers are needed for what roles, depending on the type of severity of the incident. The EM 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 Church. This individual will make phone calls to residents requesting their volunteer support.

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

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

Some supply items that the Volunteer Coordinator will need are: pen, pencil, highlighter, pad or paper, clipboard, stapler, post-it pad, Disaster Volunteer Survey Forms and a Union 911 Telephone Listing.

Once assigned to a disaster role, Disaster Volunteers will be issued a Union EM 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 Union 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 EM 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 or seek space at another facility to receive, inventory and distribute donated materials. The Masonic Lodge could be considered.

Item Received	Quantity Available	Category	Person Donating	Date Received

## Union, Maine Emergency Operations Plan

<b>UNION EMERGENCY MANAGEMENT DISASTER VOLUNTEER SURVEY FORM</b>			
<b>NAME</b>			
<b>HOME ADDRESS</b>			
<b>HOME/WORK PHONE</b>			
<b>E-MAIL ADDRESS</b>			
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.			
Doctor: _____ Nurse: _____ EMS: _____ First Aid CPR Mental Health Child Care Elderly Assistant Veterinary Animal Care Minister/Preacher	Emergency Mgmt Shelter Management Firefighter HazMat: _____ Law Enforcement Traffic Control Security Search & Rescue ARC Trained Food Services Social Worker	Ham Radio Operator Dispatcher Phone Operator Public Information Photographer Language: _____ Clerical Computer User Legal Affairs Safety Officer Accounting	Engineer: _____ Damage Assessment CERT Trained Carpenter Metal Worker Plumber Electrician Heating Equipment: _____ Bus Driver Material Inventory 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 Union and the County of Knox from all liability for any 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 foregoing release and indemnification and understand the content thereof sign this release as my own free act.			
Volunteer	Sign:	Date:	





# Union, Maine Emergency Operations Plan

## STATE OF MAINE REQUEST for ASSISTANCE FORM

### Part I: REQUEST

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

### Part II: ALLOCATION

07	Allocator:		
08	Resource Available:	___ YES	___ NO
09	Resource Provider:	Telephone	
10	Type/Quantity of Resource Allocated:		
11	Remarks:		

### Part III: DISPOSITION

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

# Union, Maine Emergency Operations Plan

## ANNEX I – DAMAGE ASSESSMENT

### PURPOSE

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

### SITUATION AND ASSUMPTIONS

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

The Road Commissioner will assess damages to town road and bridges.

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

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

### CONCEPT OF OPERATIONS

There are three phases of damage assessment.

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

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

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

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

### ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Select Board is responsible for assuring an initial situation appraisal is conducted. The 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 the 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.

# Union, Maine Emergency Operations Plan

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

<input type="checkbox"/> Original <input type="checkbox"/> Revision # _____ Type of Disaster:  Jurisdiction (town, county, agency, etc.): Union  Population: Area Affected (northeast, west side, etc.):	Date: Date(s) of Occurrence:  County: Knox	
<b>Information provided by:</b> Name: _____ Title: _____ Address: _____ Day Phone: _____ Evening Phone: _____		
<b>PUBLIC DAMAGE</b>		
A	DEBRIS REMOVAL (trees, building wreckage, sand, mud, silt, gravel, vehicles, and other disaster-related material)	\$
B	EMERGENCY PROTECTIVE MEASURE (sandbagging, barricades, signs, extra police and fire, and emergency 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	BUILDING AND EQUIPMENT (buildings, supplies, inventory, vehicles, and equipment)	\$
F	UTILITIES (water treatment plants and delivery system, 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)	\$
<b>TOTAL</b>		
<b>PRIVATE NONPROFIT</b> (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.])		\$
<b>PUBLIC DAMAGE-GRAND TOTAL</b>		<b>\$</b>

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

## Union, Maine Emergency Operations Plan

<b>INDIVIDUAL DAMAGE</b> FORM 7 Page 2					
<b>Jurisdiction: Union, Maine</b>			<b>Date:</b>		
PEOPLE AFFECTED	Number	ASSISTANCE PROVIDED		Number	
	Death			Persons Evacuated	
	Injury			Persons in Public Shelters	
	Missing				
<b>RESIDENTIAL</b>					
	Number	Primary Value (if known)	Number	Secondary Value (if known)	
(ARC) 3 Houses destroyed		\$		\$	
(ARC) 2 Houses with major damage		\$		\$	
(ARC) 1 Houses with minor damage - Houses affects		\$			
(ARC) 3 Mobile homes destroyed		\$		\$	
(ARC) 2 Mobile homes severely damaged		\$		\$	
(ARC) 1 Mobile homes moderately damaged Mobile homes affected		\$		\$	
<b>TOTAL</b>		\$		\$	
<b>TOTAL RESIDENTIAL (primary plus secondary)</b>				\$	
<b>BUSINESS</b>					
		Businesses affected		\$	
		Number now unemployed			
		Estimated duration of unemployment (weeks)			
<b>TOTAL BUSINESS</b>				\$	
<b>AGRICULTURE</b>					
		Farm buildings and equipment		\$	
		Crop land (all crops)		\$	
		Livestock		\$	
<b>TOTAL AGRICULTURE</b>				\$	
<b>INDIVIDUAL DAMAGE TOTAL</b>				\$	
<b>EMAIL, FAX or CALL THIS INFORMATION to the KNOX COUNTY EMA as SOON as POSSIBLE (BEFORE MAILING)</b>			Knox County EMA 62 Union Street Rockland, Maine 04841 Phone: 594-5155 FAX: 594-0450		

**MAINE EMERGENCY MANAGEMENT AGENCY**

# Union, Maine Emergency Operations Plan

## DAMAGE AND INJURY ASSESSMENT FORM 7 ABBREVIATED INSTRUCTIONS

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

## Union, Maine Emergency Operations Plan

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 damages 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.

# Union, Maine Emergency Operations Plan

## DAMAGE ASSESSMENT CHECKLIST

### **X**      **ACTION**

- \_\_\_\_\_ Recall all firefighters. Contact the Select Board and Road Commissioner. These people will form core of the Damage Assessment Team (DAT). Seek out volunteers to assist
- \_\_\_\_\_ Assign roads and/or areas of towns to each Damage Assessment Team. Hand out damage forms for teams to record information.
- \_\_\_\_\_ Assign hand held or vehicle radio 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 Union EOC at 785-4303. Damage reports will be reviewed by The Town Manager and submitted to the Knox County EMA Director.
- \_\_\_\_\_ Request public to report damages of business and private property to the Union EOC.
- \_\_\_\_\_ Consolidate damage assessment information, prepare the MEMA Form 7 and send the report to Knox County EMA as soon as possible.
- \_\_\_\_\_ If severe or extended event, supply initial report to County and follow up with detailed information.
- \_\_\_\_\_ Information should be reported at least daily if major disaster.

# Union, Maine Emergency Operations Plan

## ATTACHMENT 1 – SEVERE WINTER STORMS

### NATURE OF THE HAZARD

The Town of Union is very susceptible to severe winter storms. Central Maine can receive a great deal of snow and ice and air temperatures can drop to 0-20° F below zero. A portion of Union's roads are single lane dirt roads. Some Union roadsides are heavily forested.

### RISK AREA

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

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

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

### DIRECTION AND CONTROL

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

The Board through the Road Commissioner is responsible for keeping the town roads open for traffic.

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

### RESOURCE MANAGEMENT

The EOC has an electrical powered generator hooked to the Town Office complex for emergency power. The EOC will ensure that there is enough heating and generator fuel, flashlights and First Aid Kits. The EOC should have a portable, battery-operated radio, capable of receiving NWS transmissions.

# Union, Maine Emergency Operations Plan

## ATTACHMENT 2 – FOREST FIRES

### NATURE OF THE HAZARD

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

### DIRECTION AND CONTROL

All wildland fires must be reported to the Knox County Regional Communications Center. The Union 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 Warden, Selectmen, EM Director, or Fire Chief should immediately request such support through the Maine Forest Service and Knox 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 effected
- 3.) What actions need to be taken by which residents
- 4.) Roads that are closed
- 5.) Where can volunteers go to help

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

### EVACUATION

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

### RESOUCE MANAGEMENT

The town has construction equipment. However, several town residents do have equipment and bulldozers that can be used to open emergency evacuation routes and create firebreaks.

# Union, Maine Emergency Operations Plan

## ATTACHMENT 3 – FLOODING

### NATURE OF THE HAZARD

Union is a very hilly area and has lakes and rivers. There are several streams in town. The town participates in the Nation Flood Insurance Program (NFIP).

### RISK AREA

There are lake front houses 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. Clarry Hill Lane
2. Clarry Hill Road

### DIRECTION AND CONTROL

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

### WARNING

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

### RESOURCE MANAGEMENT

The Town of Union does have a public works department, and equipment. The Maine Department of Transportation may be available for roadway repairs in the advent of a life emergency.

# Union, Maine Emergency Operations Plan

## ATTACHMENT 4 – HAZARDOUS MATERIALS ACCIDENT

### NATURE OF THE HAZARD

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

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

### RISK AREAS

State road Routes 17, 131, and 235 are a primary transportation corridor for tanker trucks carrying bulk fuels (gasoline, heating oil, propane, etc). Those have been identified as carrying reportable quantities of extremely hazardous materials (EHS), however there are other types of HazMat that may transit this corridor in limited quantities.

The largest concentration of stored fuels is at the Fuel Depot on Depot Street and at some automobile repair facilities. There are gas stations, fuel oil dealers, and propane dealers in Union. There are no chemical processing or waste treatment plants in the community.

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

### CONCEPT OF OPERATIONS

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

Personnel will assess the hazards, keeping in mind the personal safety of the 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 KRCC. The IC will assess the situation from a safe distance. Binoculars are located on the Engine. The IC will refer to the most recent US DOT Emergency Response Guidebook (ERG) for guidance.

The IC will request technical support from the Knox County Regional Response Team (RRT6) and the Maine Department of Environmental Protection, by contacting the KRCC. The Maine DEP will have primary responsibility for the recovery efforts of a HazMat spill. All spills, to include fuel lost from an automobile during a vehicle accident will be reported to the Maine DEP.

The IC will assign a Safety Officer for every incident identified as involving HazMat.

The Fire Department will implement traffic and crowd control procedures, using roadblocks as much as possible. The IC will determine what protective actions (evacuations or shelter-in-place) outside the Hot Zone will be implemented. The 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 exposures to the HazMat.

## Union, Maine Emergency Operations Plan

The Fire Department will park far enough from the incident site so as to not introduce an ignition source. All vehicles will be parked facing away from the incident, in the event that an emergency withdrawal is required.

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

The Ambulance Service will be requested through the KRCC, when the possibility of victims or contaminated personnel exists.

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

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

### DIRECTION AND CONTROL

The Board 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 Knox County EMA or RCC. The NIMS ICS will be utilized at a HazMat Incident.

### ADMINISTRATION AND LOGISTICS

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

#### FIXED HAZMAT FACILITIES

Facility Name	Location	Chemical Name	CAS #
Butler, Maxi, & Heath	Depot Street	Gasoline	8006-61-9
		Diesel Fuel	68476-34-2
		LP Gas	

# Union, Maine Emergency Operations Plan

## ATTACHMENT 5 – HOSTILE INCIDENT AT SCHOOL

### NATURE OF THE HAZARD

Union is a very small rural community with very few locations for public gatherings. The primary location in town that has a regular public gathering is the Elementary School. Although a political terrorist attack is very unlikely, a domestic incident by an individual or several individuals attacking students is within the realm of possibility. A small improvised explosive device (IED) or an attack with small arms will be the most likely weapons for terrorists to utilize in an attack. The D.R. Gaul School has an approved all-hazard Comprehensive Emergency Management plan.

### RISK AREA

Our children are very important, so even remote chances for an incident at school must be prepared for in order to safeguard our most precious resource. Union must rely on the Knox County Sheriff's Department. There are no security personnel at the school, so school administrators and teachers will be the first line of defense. Internal school policies will attempt to limit weapons from getting into the school in the hands of students, but the school officials have no way to protect against an attack which is in progress. It must be acknowledged that a determined terrorist will be able to attack.

### DIRECTION AND CONTROL

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

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

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

### WARNING

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

### EVACUATION

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

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

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

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

# Union, Maine Emergency Operations Plan

## ATTACHMENT 6 – PROLONGED POWER OUTAGE

### NATURE OF THE HAZARD

Due to the rural nature of the community, Union is very susceptible to a prolonged power outage. Severe winter or summer 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 lines roads. It is extremely likely that such an event would be regional in nature and therefore little help is expected from the neighboring communities.

### RISK AREA

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

### DIRECTION AND CONTROL

The EOC will be activated if the power outage goes into a second day. The Public Safety Building is already equipped with a generator and transfer switch/panel

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

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

### EMERGENCY PUBLIC INFORMATION

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

### MASS CARE

Most residents will be able to stay in their own homes. Elderly and special needs individuals should be checked up on by the Fire Department to see if these people will need to be transported to a disaster relief shelter. Contact the Knox County EOC to determine what shelters have been established in the County and which may be used by Union residents.

# KNOX COUNTY HAZARD MITIGATION PLAN

## II. PREREQUISITES

### ADOPTION BY THE LOCAL GOVERNING BODY

Requirement §201.6(c)(5):	The local hazard mitigation plan shall include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., Municipal Board of Selectmen, the City Council, and County Commissioners)
Requirement §201.6(c)(5):	For multi-jurisdictional plans, each jurisdiction requesting approval of the plan must document that it has been formally adopted.

### RESOLUTION

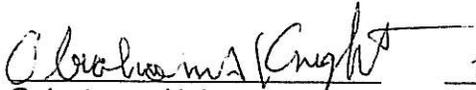
Whereas, natural and man-made disasters may occur at any time, we recognize that to lessen the impacts of these disasters we will save resources, property and lives in Knox County;

And whereas the creation of a Hazard Mitigation Plan is necessary for the development of a risk assessment and effective mitigation strategy;

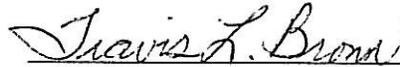
And whereas, the 16 towns, 1 plantation and 1 city of Knox County are committed to the mitigation goals and measures as presented in this plan;

Therefore the Knox County Commissioners, Rockland City Council and the Boards of Selectmen of the 18 Incorporated Municipalities hereby adopt the 2004 Knox County Hazard Mitigation Plan.

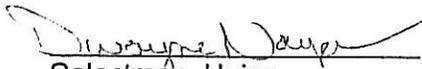
### AUTHORIZING SIGNATURES

  
 \_\_\_\_\_  
 Selectman, Union

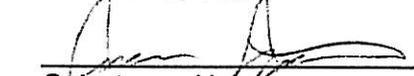
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# KNOX COUNTY HAZARD MITIGATION PLAN

## IDENTIFYING HAZARDS

<b>Requirement §201.6(c)(2)(i):</b>	<b>The risk assessment shall include a description of the type ... of all natural hazards that can affect the jurisdiction...</b>
-------------------------------------	---

The Knox County Hazard Mitigation Planning Team identified several natural hazards that are addressed in the County Hazard Mitigation Plan. These hazards were identified through an extensive process that utilized input from the Hazard Mitigation Planning Team members (comprised of representatives from state, county and municipal governments), public input, researching past disaster declarations in the County, a review of current maps, and a risk assessment completed by the Knox County Emergency Management Agency and the Hazard Mitigation Planning Team. The Risk Assessment is shown on page 17 and is labeled as Worksheet #1.

The following table identifies the natural hazards to be profiled.

Hazard	How identified	Why identified
Flooding	Review of FIRM Maps Review of SLOSH Maps Input from residents Review of past disaster declarations Identification of repetitive losses Risk Assessment on page 17	Associated with the effects of spring runoff and coastal storms. Several repetitive loss properties and roadways are located in the County. The County contains one major river and many streams and lakes, and is located along the coast. Several coastal communities experience coastal flooding during major storm events - winter and summer.
Severe Storm Events (Winter & Summer)	Review of past disaster declarations Inputs from residents Risk assessment on page 17	Maine is frequently hit with blizzards and "Northeaster" storms and summer coastal storms. The Maine coastal communities are often subject to ice storms.
Wildfire	Review of Maine Forest Service records Inputs from residents Risk assessment on page 17	Much of the County is covered with forests. Wildfires have been numerous, though small, in the past.

## KNOX COUNTY HAZARD MITIGATION PLAN

The following table identifies the hazards that were eliminated from further consideration in the plan, due to a lack of historical evidence, lack of overall county-wide severity or a low likelihood for the event to occur. However, although these disaster events were not profiled in the hazard mitigation plan, it does not certify that any of these events will not or could not occur and cause great damage. It was decided by the Knox County Hazard Mitigation Planning Team to keep our first plan simple by only profiling the top three hazards.

Avalanche	Review of USGS Maps	There are no mountains in the county that hold large amounts of snow which would create avalanches.
Blight/ Infestation	Review of State Entomological Office historical records Inputs from residents Risk Assessments	Though the County is heavily dependent on its agricultural production, to include forestry, farming and fishing, there are no historical records of major damage to these products that have caused serious economic conditions.
Coastal Erosion	Input from State Planning Office Input from NRCS Input from Maine DEP Input from residents	The County is undergoing development pressure along the coast. Coastline stabilization measures have been implemented in the past year.
Drought	Review of State EMA records Review of NOAA records	Rainfall data doesn't show a serious problem. The drought effects have never been sufficient enough to create disaster conditions.
Earthquake	Review of Maine Geological Survey records	Although Earthquakes are common in Maine, no significant damaging movement has occurred in 20,000 years.
Hurricanes	Review of past disaster declarations Review of library historical data Input from residents Risk assessments	The County is hit about every decade by a hurricane, however, the hurricanes are not very powerful by the time they hit Knox and they do not cause any real damage to personal and property. Flooding from this event will be discussed under the Flooding Hazard.
Landslide	Review of Maine Geological Survey records	Landslides are not common in Knox County, though there was one in Rockland a few years ago.
Subsidence	Review of Maine Geological Survey records	There have been no known cases of subsidence in Knox County.
Tornado & Severe Wind Storms	Review of NWS records	On average, 1-2 tornadoes occur in the State of Maine each year, yet there have been no loss of life or major damages in many years. Neither have there been any recorded damages from microbursts or wind storms in Knox County.

# KNOX COUNTY HAZARD MITIGATION PLAN

**Worksheet #1 Identify the Hazards**

**step 1**

Date: February 26, 2003

## Natural Disasters

Type of Hazard	Hazard Events (Dates/Casualties/Damages)	Source of Information	Rating	Priority
Coastal Erosion	Erosion to coast has caused damage to homes and roads.	Maine Coastal Program	2B	4
Flooding	Roadways in Flood areas	FIRM Maps	2B	2
Severe Summer & Winter Storms	Ice Storm 98	NWS	3A	1
Landslide	Damages to roads in Rockland	County EMA records	1C	5
Wildfire	October 1947 Fire	Maine Forest Service	2B	3

Rating: Severe (Multiple deaths, Mass casualties, or Millions of dollars in damages) = 3  
 High (Deaths or Injuries, or 100,000s of dollars in damages) = 2.5  
 Moderate (Single death or several injuries, or 10,000s of dollars in damages) = 2  
 Low (Injuries or a 1,000s of dollars in damages) = 1.5  
 Slight (No deaths, single injury, or 100s of dollars in damages) = 1

Very Likely = A  
 Possible = B  
 Very Unlikely = C

# KNOX COUNTY HAZARD MITIGATION PLAN

## PROFILING HAZARD EVENTS

Requirement §201.6(c)(2)(i):	[The risk assessment shall include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.
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### Severe Winter and Summer Storm Events

Knox County is subject to severe winter and summer storm events. The entire county is subject to major snowfall events, however, the northern half of the county typically will receive greater snowfall amounts. Again, the entire County can experience a major ice storm, as it did in January 1998, however, the coastal communities on the mainland and on the islands, which contain the vast majority of the population, experience ice storms more frequently. Finally, the entire County is very susceptible to "Northeaster" winter storms and severe coastal summer storms, especially from the very high winds that are involved in such a storm.

The Gulf Stream follows a path up the eastern seaboard bringing major storms with it to the Gulf of Maine. Air streams containing much colder air flows down from Canada and collides with the Gulf Stream over the New England region. There have been three Federally-declared winter storm disaster events in the last 9 years. The worst storm in the past decade occurred in January 1998 and caused \$305,292 in damage throughout the entire County. This storm, which nearly destroyed the electrical transmission system in the State of Maine, caused major damage to the forests, covered many roadways with debris and ice, and caused some limited building damages. However, most winter storms in the County are large snow storms which over task the highway snow removal operations and cause localized power outages.

It is expected that a severe winter or summer storm will create damage in Knox County at least once every three years. Storm events are shown in the County Base Map section.

### Wildfire

Knox County is subject to wildland fire events. Nearly 85% of the County is forest land and the accessibility by vehicle to many areas is limited. The County has been hit with 165 wildland forest fires from 1995 to 2001. A wildland fire in October 1825 burned 3,000,000 acres in Maine and New Brunswick. The most severe wildland fire in the State's history occurred in October of 1947. This fire burnt 205,678 acres and caused 16 deaths.

All parts of the County are subject to wildland fires, however the northern portion of the county has the least accessibility to the productive forestland due to the lack of roads and development and the southern portion of the County has a larger number of homes and businesses within the Wildland-Urban Interface.

It is expected that a major wildland fire event will cause major destruction in Knox County at least once every decade. Wildfire danger areas are shown on the County Base Maps included in this section.

## KNOX COUNTY HAZARD MITIGATION PLAN

### Flooding

Knox County is subject to riverine, storm surge, and wetland area flooding. The County EMA has reviewed the County's Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) to compile a profile of the flooding hazard in the County. The EMA staff completed research on flooding history in the County and indicated this data on the GIS base maps. The Municipal Base Maps show the areas susceptible to potential flooding from coastal storms. Unfortunately, FEMA has not completed the conversion of the FIRM map data to GIS layer and files, and so the FIRM flood zones have not been illustrated. Analysis was completed using the paper FIRM maps. This research indicated a clear picture of areas and structures most vulnerable to flooding.

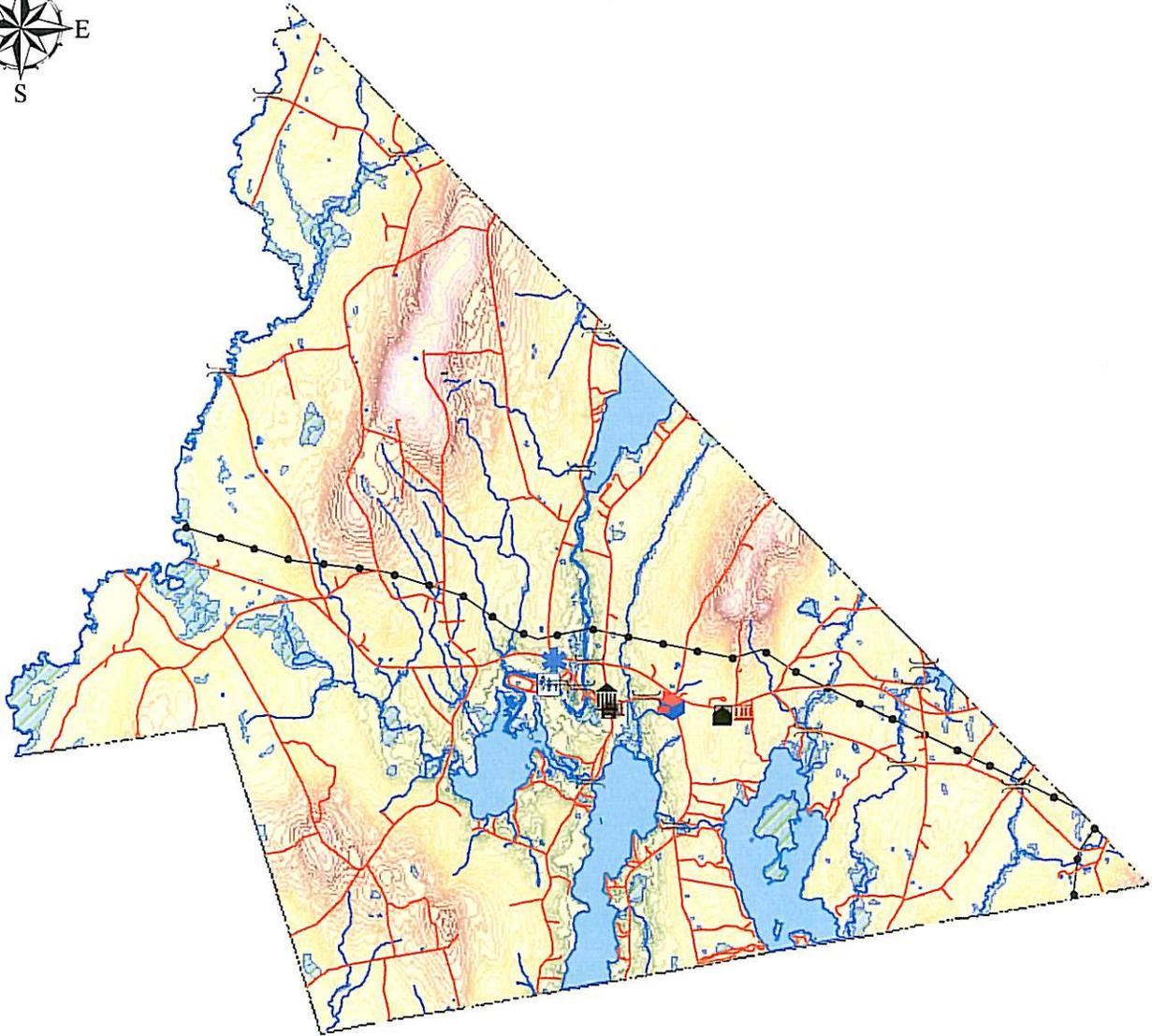
There is one river located in Knox County. The St. George River flows through the towns of Appleton, Union, Warren, Thomaston, South Thomaston, Cushing and St. George. There are no dams on the St. George River. Flooding from the St. George river happens on occasion, but it is not severe. There are several dams located at the outlets of lakes and ponds which are very small and would not have a major flooding impact, however, on Megunticook Lake there are two dams, Megunticook East and Megunticook West, that the State has classified as High Hazard dams. If these dams were to fail, it would cause major flooding in downtown Camden. The Town of Camden has addressed this possibility by developing an Emergency Action Plan. It is current and will be revised according to State law every two years. Additionally, there is another High Hazard Dam in Camden which is regulated by FERC. This is the Seabright Dam which the State more thoroughly addresses in the State Dam Program. (See Appendix B for Dam Brochure.)

The most susceptible communities to coastal flooding are Camden, Cushing, Friendship, Isle Au Haut, North Haven, Owl's Head, Rockland, Rockport, St. George, South Thomaston, and Vinalhaven. There is a State of Maine ferry service at Rockland that services the islands of North Haven, Vinalhaven and Matinicus Island Plantation and this service could be impacted by coastal flooding.

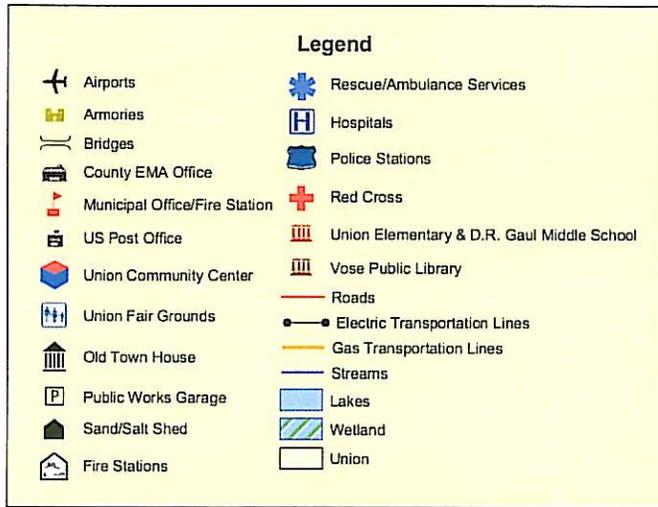
The majority of the flood damage in the County is caused by winter runoff in the spring time which undercuts or overtops rural roads. When Maine has an above average snowfall for the winter and then warmer temperatures and rainfall suddenly arrive in the spring, the snow pack melts off quicker than the watersheds can handle. This causes local waterbodies to overflow their boundaries and flood nearby road surfaces. Typically, this road damage is not major, though it can absorb the municipal road maintenance budget for an entire year and does happen in several of the towns every year.

It is expected that a major flood event will cause mostly road damage in Knox County at least once every decade. Flood zones are shown on the Municipal Base Maps included in this section.

# Knox County Hazard Mitigation Plan Town of Union Base Map



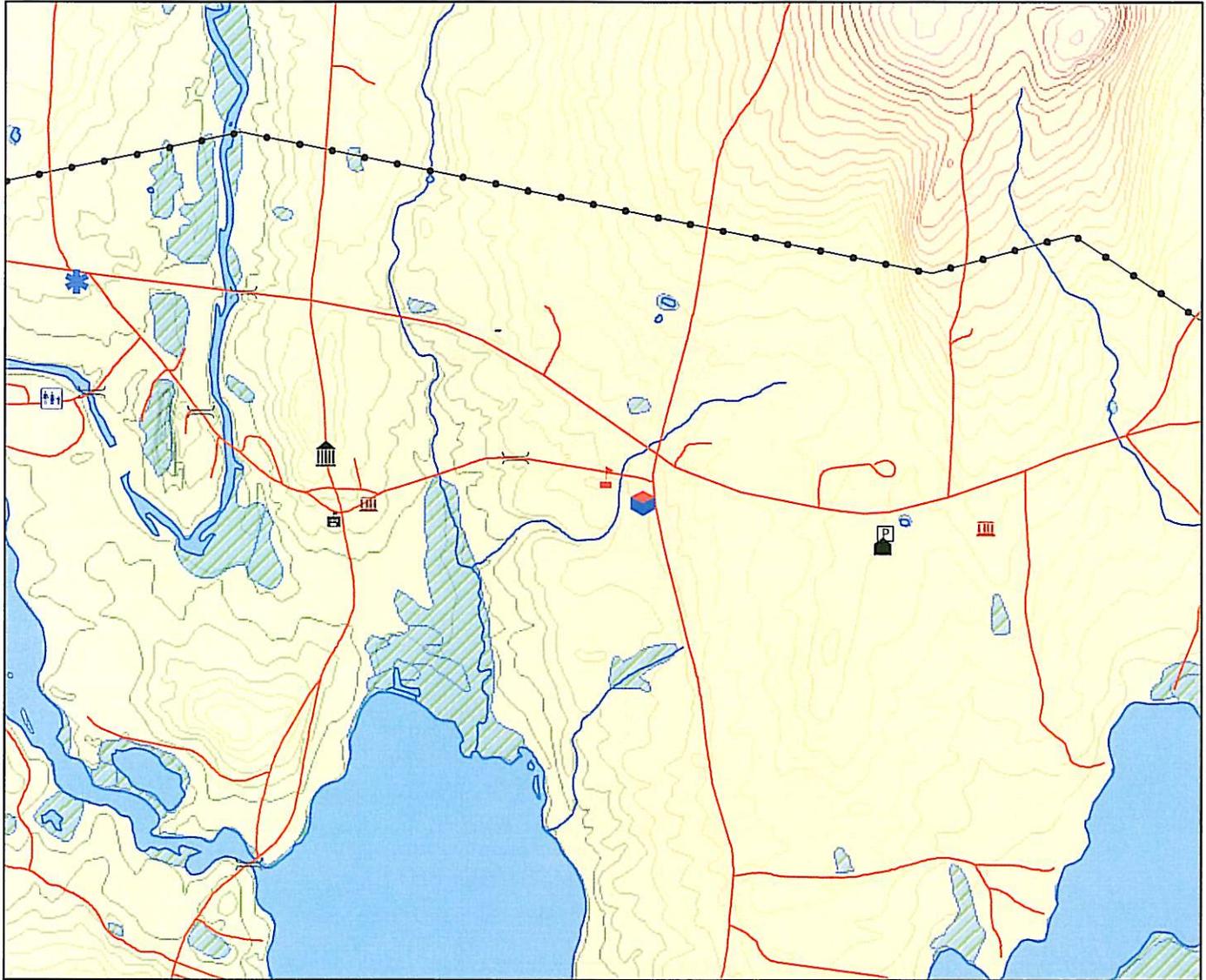
Project Manager: Dale Rowley, P.E.  
 Design Team: Unity College GIS Team  
 Map Created by : Masato Fueki  
 Edited by: Seth Dunn  
 Produced for: Knox County EMA  
 Funded by: FEMA/MEMA  
 Data Sources: Maine Office of GIS



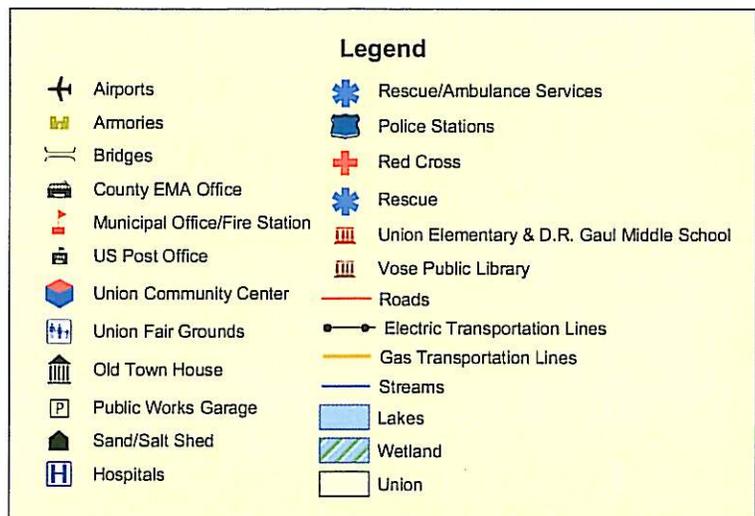
# Knox County Hazard Mitigation Plan

## Town of Union

### Detail Map



Project Manager: Dale Rowley, P.E.  
 Design Team: Unity College GIS Team  
 Map Created by : Masato Fueki  
 Edited by: Seth Dunn  
 Produced for: Knox County EMA  
 Funded by: FEMA/MEMA  
 Data Sources: Maine Office of GIS



# KNOX COUNTY HAZARD MITIGATION PLAN

## ASSESSING VULNERABILITY: IDENTIFYING ASSETS

<p>Requirement §201.6(c)(2) (ii)(A):</p>	<p>[The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community. The plan should describe vulnerability in terms of: The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas</p>
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The Hazard Mitigation Plan identified critical facilities located within the County and the hazards to which these facilities are susceptible. A critical facility is defined as a facility in either the public or private sector that provides essential products and services to the general public, is otherwise necessary to preserve the welfare and quality of life in the County, or fulfills important public safety, emergency response, and/or disaster recovery functions.

The critical facilities identified in Knox County are municipal offices; fire and police stations; post offices; town garages and sand/salt sheds; hospitals and clinics; electric and communication utilities; water and wastewater treatment facilities; hazardous material sites; and schools.

### Existing Critical Facilities:

The Knox County Emergency Management Agency used existing Maine GIS map data and a handheld GPS data collector to map and locate the county's critical facilities and determine which are most likely to be affected by hazards. The three hazards most likely to impact the County are severe storm events (summer and winter), wildland fires, and flooding. The analysis revealed the following:

Severe Winter and Summer Storm Hazard: A "Northeaster", blizzard, ice storm or severe coastal storm of the severity that occurs at least once every 3-5 years would have an impact on all roads in the County and on all overhead electrical power and telephone lines. Roads may be covered in snow, washed out, or blocked with tree debris. Utility lines and poles will be felled. No critical structures were identified as in danger from a severe winter or summer storm. A coastal storm could cause general erosion to beach areas and wind damage to coastal buildings.

Wildland Fire Hazard: Forest fires would have an tremendous impact on the large number of homes located in the wildland-urban interface. We estimated that over 6,000 homes or 28% of the homes in Knox County are located in the Wildland-Urban Interface.

Flooding Hazard: No critical public facilities in Knox County were identified as being located in the 100-year flood areas. The most likely flooding will come from coastal flooding occurring during a severe coastal storm or a Category 1 Hurricane. A major coastal storm could impact the downtown road ways in Camden, Friendship, Owls Head, Rockland, Rockport, Thomaston, and Vinalhaven, residential drives in Camden, Cushing, Friendship, Owls Head, Rockland, Rockport, St. George, South Thomaston, and Thomaston, and on the island communities of Isle Au Haut, Martinicus Isle Plantation, North Haven and Vinalhaven.

The following chart identifies the type and number of critical facilities in each town in Knox County. Each of these facilities were GPSed and located on the GIS maps included in this section.

# KNOX COUNTY HAZARD MITIGATION PLAN

## County Asset Inventory by Municipality

Town	Municipal Office	Fire Station	Police Station	Public Works	Water Treatment	Waste Water Treatment	Library	Schools	Shelters	Hospital/Clinic	Nursing Home	Airport/Seaport	Dams	HazMat Facilities	Pipelines	Bridges	Historical Landmarks
Appleton	1	1	0	0	0	0	1	1	2	0	0	0	2	0	0	4	0
Camden	1	1	1	1	0	4	1	3	0	0	4	0	6	0	0	6	1
Cushing	1	1	0	1	0	0	1	1	0	0	2	0	0	0	0	0	0
Friendship	2	1	0	2	1	0	1	1	0	0	0	0	1	0	0	1	0
Hope	1	2	0	1	0	0	1	2	0	0	0	0	1	0	0	0	0
Matinicus Pt	1	0	0	0	0	0	0	1	0	0	0	2	0	0	0	0	0
North Haven	1	1	0	1	1	1	1	1	1	1	0	2	0	0	0	2	4
Owl's Head	1	1	0	0	0	0	1	1	0	0	4	1	0	0	0	0	0
Rockland	1	1	1	1	0	1	1	7	0	2	0	0	0	0	0	0	0
Rockport	1	2	1	1	1	1	1	6	0	2	0	2	1	2	0	1	0
St George	1	3	0	1	2	0	1	1	1	0	0	0	0	1	0	0	3
S. Thomaston	1	1	0	1	0	0	1	1	2	0	0	0	0	0	0	2	1
Thomaston	1	1	1	1	0	1	1	5	0	0	0	0	0	1	1	1	1
Union	1	1	0	1	0	0	1	2	1	0	4	0	0	0	0	6	1
Vinalhaven	1	1	1	1	3	0	1	1	1	1	1	2	0	0	0	0	0
Warren	1	1	0	1	1	1	1	1	0	0	2	0	0	0	0	3	0
Washington	1	1	0	1	0	0	1	1	0	0	1	0	1	0	1	1	2
<b>Total</b>	<b>18</b>	<b>20</b>	<b>5</b>	<b>15</b>	<b>9</b>	<b>6</b>	<b>16</b>	<b>36</b>	<b>8</b>	<b>6</b>	<b>18</b>	<b>9</b>	<b>12</b>	<b>4</b>	<b>2</b>	<b>27</b>	<b>13</b>

In addition to critical facilities, Knox County contains at risk populations that should be factored into the vulnerability assessment. These include a relatively large population of elderly residents who live alone in very rural areas and who have limited mobility.

An analysis of the local municipal comprehensive plans and general growth patterns for the Knox County communities indicate that there will be a slight but constant increase (5-10%) in residents expected over the next 10 years.

## KNOX COUNTY HAZARD MITIGATION PLAN

### Future Critical Facilities:

Assessing where future development will occur in the towns in Knox County is difficult due to a lack of municipal data, policies and programs. Most of the Knox County towns are very small and rural and do not have planning departments, building codes or even a full time code enforcement officer. There is very little commercial, industrial and public construction completed in these communities. There is some residential construction, however, there is very little controlling guidance on single-family home construction in the State of Maine at any level of government. Floodplain ordinances and septic system designs are about the only controlling guidance.

Severe Winter Storm Hazard: It is very unlikely that a severe winter storm will have any impact on future structures. This hazard primarily impacts local roads and overhead utility lines.

Wildland Fire Hazard: Forest fires in Knox County towns primarily threaten residential structures in the wildland-urban interface. In all Knox County communities, homes are allowed to be built anywhere, in any land use zone. Some communities may decide to provide wildland fire protection information to new residents who wish to built new homes at the time they are issued a land use permit.

Flooding Hazard: The majority of damages from flooding in Knox County is to roads, not structures. However, most towns do have floodplain ordinances that provide some control over development in flood zones. Those towns that do not have flood zone ordinances, do not have any special flood hazard areas that could ever flood structures – they are primarily streams that could potentially overtop local roads (most old gravel roads with insufficient storm drainage).

## KNOX COUNTY HAZARD MITIGATION PLAN

Municipality	Critical Facility	Function Lost	Quantity (Miles)	Damage Cost
Thomaston	Electrical Power Lines	Electricity	28.95	\$926,400
	Telephone Lines	Communications	28.95	\$57,900
	Paved Road Surfaces	Transportation	28.95	\$14,475
	Gravel Road Surfaces	Transportation	0	\$0

Union	Electrical Power Lines	Electricity	70.79	\$2,119,360
	Telephone Lines	Communications	62.29	\$124,580
	Paved Road Surfaces	Transportation	45.79	\$22,895
	Gravel Road Surfaces	Transportation	16.5	\$8,250

Vinalhaven	Electrical Power Lines	Electricity	41.34	\$1,322,880
	Telephone Lines	Communications	41.34	\$82,680
	Paved Road Surfaces	Transportation	25.54	\$12,770
	Gravel Road Surfaces	Transportation	15.8	\$7,900

Warren	Electrical Power Lines	Electricity	71.09	\$2,274,880
	Telephone Lines	Communications	71.09	\$142,180
	Paved Road Surfaces	Transportation	69.09	\$34,545
	Gravel Road Surfaces	Transportation	2	\$1,000

Washington	Electrical Power Lines	Electricity	70.97	\$2,271,040
	Telephone Lines	Communications	70.97	\$141,940
	Paved Road Surfaces	Transportation	45.95	\$22,975
	Gravel Road Surfaces	Transportation	25.02	\$12,510

<b>Total County</b>	Electrical Power Lines	Electricity	742.04	\$23,602,360
	Telephone Lines	Communications	727.84	\$1,455,680
	Paved Road Surfaces	Transportation	615.33	\$307,665
	Gravel Road Surfaces	Transportation	112.51	\$56,255

<b>Grand Total</b>				<b>\$25,421,960</b>
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## KNOX COUNTY HAZARD MITIGATION PLAN

### Potential Wildfire losses:

The primary damage losses that are expected in Knox County during any wildfire event would be destruction of single-family residential structures. In calculating the damage costs, the Planning Team assumed all homes located in the wildland-urban interface would be destroyed in a worst case wildfire scenario. The Team used the actual total municipal assessment figures for the residential structures in their communities. The following percentages were used to determine an estimated number of homes that could be potential losses. For each community, the "Community Size" value was added to the "Land Cover" and "Number of Fires" values.

**Community Size**  
 Very Rural = +25%  
 Semi-Rural = +10%  
 Sub-Urban = +5%

**Land Cover Value**  
 Moderate = +25%  
 Low = +10%

**Number of fires in 7 years**  
 Over 30 = +35%  
 20-29 = +25%  
 10-19 = +15%  
 1-9 = +5%

Municipality	Critical Facility	Function Lost	Amt of Damage	Damage Cost
Appleton	Homes (50%)	Shelter	270	\$9,443,000
Camden	Homes (20%)	Shelter	577	\$53,330,000
	Commercial	Economic	45	\$29,000,000
	Agricultural	Economic	5	\$1,500,000
	Religious/Non-Profit	Social	2	\$1,000,000
	Government	Government	3	\$1,200,000
Cushing	Homes (35%)	Shelter	272	\$20,300,000
Friendship	Homes (25%)	Shelter	212	\$13,963,000
Hope	Homes (35%)	Shelter	240	\$18,161,000
Isle Au Haut	Homes (40%)	Shelter	66	\$5,440,000
Matinicus Isle Pl	Homes (40%)	Shelter	54	\$2,595,000
North Haven	Homes (25%)	Shelter	122	\$15,087,700
Owl's Head	Homes (25%)	Shelter	248	\$18,547,000
Rockland	Homes (30%)	Shelter	1125	\$72,880,000
Rockport	Homes (40%)	Shelter	671	\$52,625,000
St. George	Homes (25%)	Shelter	444	\$25,474,000
S. Thomaston	Homes (25%)	Shelter	201	\$11,700,000
Thomaston	Homes (30%)	Shelter	460	\$30,054,000
Union	Homes (35%)	Shelter	240	\$23,679,000
Vinalhaven	Homes (15%)	Shelter	184	\$18,607,000
Warren	Homes (30%)	Shelter	460	\$19,339,000
Washington	Homes (25%)	Shelter	174	\$9,482,000
<b>Total County</b>			<b>6,020</b>	<b>\$453,406,000</b>

## KNOX COUNTY HAZARD MITIGATION PLAN

Municipality	Land Use Types or Districts	Growth Areas
Thomaston	Transitional Residential, Urban Residential, Rural Residential, Rural Residential & Farming, Commercial, Resource Protection, Shoreland Commercial, and Industrial	Commercial and Industrial
Union	Farm & Agricultural, Village, Commercial, and Industrial	Commercial and Industrial
Vinalhaven	Resource Protection, Stream Protection and Residential	None
Warren	Residential, Rural, Resource Protection, Limited Commercial/Residential, Village, Industrial, Residential/Recreation	Residential & Industrial
Washington	Conservation, Farm & Forest, Rural, Rural/Commercial, Village, Shoreland, and Wetland	Rural/Commercial

# KNOX COUNTY HAZARD MITIGATION PLAN

## MULTI-JURISDICTIONAL RISK ASSESSMENT

Requirement §201.6(c)(2) (iii):	For multi-jurisdictional plans, the risk assessment section must assess each jurisdiction's risks where they vary from the risks facing the entire planning area.
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Knox County is a small Maine county of 39,618 people living in 365 square miles located along the mid-coast of Maine. There are 18 municipalities within the County. All eighteen municipalities contributed to the risk assessment analyses performed for the Knox County Hazard Mitigation Plan.

The Planning Team identified severe summer and winter storms as the most significant risk to the entire County, followed in severity by generalized flooding and then wildfires.

The coastal communities of Camden, Cushing, Friendship, Isle Au Haut, North Haven, Owl's Head, Rockland, Rockport, St. George, South Thomaston, and Vinalhaven are more susceptible to ice storms and coastal storm surges than the inland communities. The ice storm risk is due to the slightly warmer temperatures that these communities experience from the coastal waters. The storm surges also affects the beach areas of these communities, which are highly developed due to the tourist business and attraction of living on the coast.

Although all areas are at risk from forest fires, it is the less densely-populated areas of the inland communities that face extensive acreage losses. This is due to the lack of roadways (accessibility) within the forest land. Additionally, the resources for wildland fire fighting from the inland municipal departments are very limited, due to the small population base.

Although Landslides are not a general hazard to Knox County, the Town of Rockland has had landslides that have endangered traffic on U.S. Route 1. There was an incident on April 16 and 17, 2002 that caused \$377,452. This is the only location in Rockland and the rest of the County that has experienced damages from landslides.

# KNOX COUNTY HAZARD MITIGATION PLAN

## LOCAL HAZARD MITIGATION GOALS

<b>Requirement §201.6(c)(3) (i):</b>	<b>The hazard mitigation strategy shall include: a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.</b>
Definitions	<b>Goals</b> are general guidelines that explain what you want to achieve. They are usually long-term and represent global visions, such as "eliminate flood damage." <b>Objectives</b> define strategies or implementation steps to attain the identified goals. Unlike goals, objectives are specific, measurable, and have a defined completion date. Objectives are more specific, such as "adopt a zoning ordinance prohibiting new development in the floodplain."

The Knox County Hazard Mitigation Planning Team met to review and analyze the County's risk assessment studies. The following goals were determined to have the greatest benefit in hazard reduction in the County. The goals, objectives, and actions for each are as follows:

### SEVERE WINTER & SUMMER STORM EVENTS

In Knox County, the most likely damages caused by a severe winter or summer storm event are the loss of electrical power, from downed power transmission lines, and the blockage of roadways, from tree debris or winter snow or ice. There could be loss of life caused by delayed responses from emergency services, the improper use of backup heat sources, freezing conditions, debris falling on an individual, or from storm-related vehicle accidents. Other types of general damage to personal and real property may be caused by blizzard or hurricane winds. The very presence of a blizzard or coastal storm will shut commerce down, resulting in major losses of income for local businesses. Therefore, the goals and objectives to mitigate the damages from severe winter and summer storms are:

#### **Goal 1: Reduce damage, injury and loss of life in Knox County after a storm event**

Objective 1.1. Lessen the future loss of life and personal injuries resulting from severe storms.

Objective 1.2. Reduce real and personal property damages caused by severe storms.

Objective 1.3. Assure all emergency facilities have temporary backup power capabilities.

Objective 1.4. Assure prompt restoration of critical transportation links.

# KNOX COUNTY HAZARD MITIGATION PLAN

## FLOODING

In Knox County, the most likely damages caused by flooding are the destruction of roadways caused by washouts and undercutting. It does not appear that there are any critical facilities in the 100 year flood zone, however there are several facilities that are located in the Hurricane Surge Inundation Areas, especially on the islands. Most communities are using the FIRM information to control development in flood zones, however, there has been no use of the Hurricane Inundation Surge Areas to control development. There could be loss of life caused by delayed responses from emergency services and drownings during high water (river and lake) conditions. Flood waters may also contaminate public and private water supplies and damage personal and real property. Flooding may shut down businesses, resulting in major losses of income for local businesses and residents. Therefore, the goals and objectives to mitigate the damages from flooding are:

### **Goal 2: Reduce damage, injury and loss of life in Knox County caused by flooding**

Objective 2.1. Lessen the future loss of life and personal injuries resulting from flooding.

Objective 2.2. Reduce real and personal property damages caused by flooding.

Objective 2.3. Assure prompt restoration of critical transportation links.

## WILDLAND FIRES

### **Goal 3: Reduce damage, injury and loss of life in Knox County caused by Wildfires**

In Knox County, the most likely damages caused by a wildland fire event are the loss of life, loss of prime timberland, and the destruction of personal and real property, especially homes. The loss of electrical power is possible, since the majority of high voltage transmission lines pass through heavily wooded areas. The very presence of a wildfire may close commerce, resulting in major losses of income for local businesses. Therefore, the goals and objectives to mitigate the damages from wildland fires are:

Objective 3.1. Lessen the future loss of life and personal injuries resulting from wildfires.

Objective 3.2. Reduce real and personal property destruction from wildfires.

Objective 3.3. Reduce the loss of timber resources caused by forest fires.

# KNOX COUNTY HAZARD MITIGATION PLAN

## IDENTIFICATION AND ANALYSIS OF MITIGATION MEASURES

<b>Requirement §201.6(c)(3) (ii):</b>	<b>The mitigation strategy shall include a section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.</b>
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Knox County has identified several hazard mitigation measures that would benefit the County and municipalities and were analyzed by the Knox County Hazard Mitigation Planning Team. These measures were identified in the Mitigation Planning Team meetings and during meetings with the public officials representing each municipality. The identified mitigation measures are broken out by the Goals and Objectives for each hazard and analyzed using a decision matrix that follows this list.

### **Goal 1: Reduce damage, injury and loss of life in Knox County after a severe storm event**

#### **Objective 1.1. Lessen the future loss of life and personal injuries resulting from severe storms.**

Measure 1.1.1. Educate the public on dangers of severe winter and summer storms.

Measure 1.1.2. Encourage residents without utilities to report to emergency shelters.

Measure 1.1.3. Encourage home owners to keep primary & secondary egress routes cleared.

Measure 1.1.4. Develop procedures and provide training to locate and identify special health need populations.

Measure 1.1.5. Deice slippery roads during or soon after a winter storm event.

#### **Objective 1.2. Reduce real and personal property damages caused by severe storms.**

Measure 1.2.1. Educate home owners about winter and summer storm preparations.

Measure 1.2.2. Encourage home owners to purchase insurance for severe storm damages.

Measure 1.2.3. Develop plans to handle surges in boat mooring requirements.

#### **Objective 1.3. Assure all emergency facilities have temporary backup power capabilities.**

Measure 1.3.1. Provide generators at all critical facilities and utilities such as Fire/Police Stations, EMS garages, public works fuelling points, Water & Sewer treatment plants, schools, and shelters.

Measure 1.3.2. Encourage homeowners to have generators, non-electrical heating, or alternate energy sources, such as solar, wind or hydro power.

Measure 1.3.3. Develop/update ordinance to require new public facilities to have a generator.

## KNOX COUNTY HAZARD MITIGATION PLAN

### **Objective 1.4. Assure prompt restoration of critical transportation links.**

Measure 1.4.1. Develop a written municipal road snow and ice removal operations plan that includes a prioritization of roads to be cleared.

Measure 1.4.2. Train and equip a quick-response Road Debris Clearance Team from public works, fire department and/or volunteers.

Measure 1.4.3. Develop mutual aid agreements with local ATV & Snowmobile organizations.

Measure 1.4.4. Update or develop the resources section in the municipal Emergency Operations Plan with heavy equipment that could be used for snow removal.

Measure 1.4.5. Develop alternate-transportation means for emergency responders.

### **Goal 2: Reduce damage, injury and loss of life in Knox County caused by flooding**

#### **Objective 2.1. Lessen the future loss of life and personal injuries resulting from flooding.**

Measure 2.1.1. Educate drivers on risks of crossing flooded roadways.

Measure 2.1.2. Develop a "Barricade Plan" to block flooded roads in order to prevent crossing by vehicle operators. Acquire necessary barricade equipment and supplies.

Measure 2.1.3. Educate the public on staying away from flooded river banks.

#### **Objective 2.2. Reduce real and personal property damages caused by flooding.**

Measure 2.2.1. Encourage home owners to relocate, elevate or retrofit homes in flood zones.

Measure 2.2.2. Implement municipal floodplain ordinances.

#### **Objective 2.3. Assure prompt restoration of critical transportation links.**

Measure 2.3.1. Perform and develop a Stormwater Analysis and Management Plan.

Measure 2.3.2. Upgrade ditches, culverts and roadway drainage systems.

### **Goal 3: Reduce damage, injury and loss of life in Knox County caused by Wildfires**

#### **Objective 3.1. Lessen the future loss of life and personal injuries resulting from wildfires.**

Measure 3.1.1. Develop warning and evacuation plans and systems for fast moving forest fires.

Measure 3.1.2. Train all firefighters in Wildland Fire Fighting Safety.

Measure 3.1.3. Equip all fire departments with sufficient wildfire personal protection equipment.

Measure 3.1.4. Educate the public of dangers of forest fires.

## KNOX COUNTY HAZARD MITIGATION PLAN

### **Objective 3.2. Reduce real and personal property destruction from wildfires.**

Measure 3.2.1. Introduce building codes requiring fire-retardant roofing and siding materials.

Measure 3.2.2. Educate home owners on tactics to protect their homes from wildfires.

Measure 3.2.3. Provide more authority and better training to the municipal Fire Wardens.

Measure 3.2.4. Encourage the construction of Fire Ponds by private land owners.

Measure 3.2.5. Encourage private land owners to cut back tree growth along access drives.

### **Objective 3.3. Reduce the loss of timber resources caused by forest fires.**

Measure 3.3.1. Encourage bulk slash reduction through good Forestry BMPs.

Measure 3.3.2. Maintain woods and logging roads for firefighting access.

**Requirement:  
§201.6(c)(3) (iii):**

**The mitigation strategy section shall include an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.**

(Note: Implementation and administration will be dealt with in the next section.)

The decision matrix format located on the next page was used by the Knox County Hazard Mitigation Planning Team as a quantified approach using pre-selected criteria. The population numbers, dollar values, and other quantified factors under each rank value were selected to be appropriate to the size of Knox County, the number of jurisdictions, and the policies of the Planning Team. This matrix was used by comparing the proposed mitigation measure with each of the descriptions for each criteria category, and the "best fit" selected. Then, the sum of the numbers selected under each criterion is totaled to derive the priority rank for the initiative. The higher the resulting number, the higher the priority of the initiative. This matrix was adapted from the Florida Department of Community Affairs' Local Mitigation Strategy Guidebook.

## KNOX COUNTY HAZARD MITIGATION PLAN

The Knox County Hazard Mitigation Planning Team rated the following mitigation measure projects (in priority order) as the top priorities for the following hazards:

### SEVERE WINTER & SUMMER STORMS MITIGATION MEASURE PROJECTS

1. Update or develop the resources section in the municipal Emergency Operations Plan with heavy equipment that could be used for snow removal.
2. Provide generators at all critical facilities and utilities such as Fire/Police Stations, EMS garages, public works fuelling points, Water & Sewer treatment plants, schools, and shelters.
3. Encourage homeowners to have generators, non-electrical heating, or alternate energy sources, such as solar, wind or hydro power.
4. Develop a written municipal road snow and ice removal operations plan that includes a prioritization of roads to be cleared.
5. Train and equip a quick-response Road Debris Clearance Team from public works, fire department and/or volunteers.
6. Develop plans to handle surges in boat mooring requirements.
7. Develop procedures & provide training to locate and identify special health need populations.
8. Deice slippery roads during or soon after a winter storm event.
9. Educate the public on dangers of severe winter and summer storms. (See sample in Appendix B)
10. Educate home owners about winter and summer storm preparations.
11. Develop/update ordinance to require new public facilities to have a generator.
12. Develop mutual aid agreements with local ATV & Snowmobile organizations.
13. Encourage residents without utilities to report to emergency shelters.
14. Encourage home owners to keep primary & secondary egress routes cleared.
15. Encourage home owners to purchase insurance for severe storm damages.
16. Develop alternate-transportation means for emergency responders.

## KNOX COUNTY HAZARD MITIGATION PLAN

### FLOODING MITIGATION MEASURE PROJECTS

1. Upgrade ditches, culverts and roadway drainage systems.
2. Perform and develop a Stormwater Analysis and Management Plan.
3. Encourage home owners to relocate, elevate or retrofit homes in flood zones.
4. Educate drivers on risks of crossing flooded roadways.
5. Develop a "Barricade Plan" to block flooded roads in order to prevent crossing by vehicle operators. Acquire necessary barricade equipment and supplies.
6. Educate the public on staying away from flooded river banks and potential dam failure areas. (See Appendix B for Brochure).
7. Implement municipal floodplain ordinances.

### WILDLAND FIRE MITIGATION MEASURE PROJECTS

1. Educate the public of dangers of forest fires.
2. Develop warning and evacuation plans and systems for fast moving forest fires.
3. Train all firefighters in Wildland Fire Fighting Safety.
4. Educate home owners on tactics to protect their homes from wildfires.
5. Equip all fire departments with sufficient wildfire personal protection equipment.
6. Provide more authority and better training to the municipal Fire Wardens.
7. Encourage bulk slash reduction through good Forestry BMPs.
8. Encourage the construction of Fire Ponds by private land owners.
9. Introduce building codes requiring fire-retardant roofing and siding materials.
10. Encourage private land owners to cut back tree growth along access drives.
11. Maintain woods and logging roads for firefighting access.

## KNOX COUNTY HAZARD MITIGATION PLAN

Jurisdiction	Responsible Agency	Funds	Time Frame	Action
Rockland	RPW & RFD	\$400	Sept 04	1. Train & equip road debris clearance team
	RFD	\$400	Dec 04	2. Train firefighters in Wildland Fire Safety
	RFD	\$200	Dec 04	3. Educate home owners on wildfire protection
Rockport	Public Works	\$8,000	Sep 05	1. Upgrade ditches, culverts & drainage
St. George	Road Comm	\$0	Nov 04	1. Develop Road snow/ice removal ops plan
	Road Comm	\$0	Sep 05	2. Deice roads during & after winter storm
	Road Comm	\$300	Nov 04	3. Educate public on dangers of severe storms
	FD	\$300	Nov 04	4. Educate homeowners on storm preparedness
	FD	\$0	Nov 04	5. Train & equip a road debris clearance team
	FD	\$300	Nov 04	6. Educate public on dangers of wildfires
	FD	\$800	Nov 04	7. Train firefighters in Wildland Fire Safety
	FD	\$5,000	Nov 04	8. Equip FD with sufficient wildfire PPE
	FD	\$300	Nov 04	9. Encourage landowners to build fire ponds
	FD	\$300	Nov 04	10. Encourage landowners to cut tree growth
South Thomaston	EMA	\$0	Jul 05	1. Update Snow Removal resources in EOP
	FD	\$50	Jun 05	2. Educate home owners on wildfire protection
	FD	\$450	Sept 05	3. Train firefighters in Wildland Fire Safety
	EMA	\$50	July 05	4. Encourage landowners to cut tree growth
Thomaston	Public Works	\$0	Aug 05	1. Train & equip road debris clearance team
	Public Works	\$2,200	Dec 05	2. Deice roads during & after winter storm
	EMA	\$0	Aug 05	3. Educate public on dangers of severe storms
	FD	\$6,000	Aug 06	4. Equip all firefighters with wildfire PPE
	FD	\$100	Aug 07	5. Encourage private construction of Fire Ponds
Union	FD	\$2,500	Oct 04	1. Install dry hydrants
	FD	\$1,000	Dec 05	2. Train firefighters in Wildland Fire Safety
	FD	\$4,000	Dec 05	3. Equip FD with sufficient wildfire PPE
	Public Works	\$5,000	Dec 05	4. Upgrade ditches, culverts & drainage
Vinalhaven	VH OEM	\$50	June 05	1. Educate the public of dangers of forest fires
	VH FD	\$0	June 05	2. Train firefighters in Wildland Fire Safety
	VH OEM	\$50	June 05	3. Educate home owners on wildfire protection
	VH OEM	\$50	June 05	4. Encourage landowners to cut back growth
	VH OEM	\$100	June 05	5. Train & equip road debris clearance team
Warren	EMA	\$0	Dec 06	1. Educate public on dangers of severe storms
	EMA	\$0	Dec 06	2. Alternate transportation for 1 <sup>st</sup> Responders
Washington	FD	\$500	Jun 06	1. Train & equip road debris clearance team
	FD	\$0	Jun 05	2. Encourage landowners to build fire ponds
	FD	\$250	Jun 05	3. Encourage landowners to cut tree growth
Knox County	Kx Co EMA	\$152	July 05	1. Educate public on dangers of severe storms
	Kx Co EMA	\$152	July 05	2. Educate residents on storm preparedness
	Kx Co EMA	\$0	July 05	3. Encourage homeowners without utilities to report to emergency shelters.

## Union Public Works

### Equipment List

- 1978 John Deere Grader
- 1987 John Deere Backhoe
- 2004 John Deere Backhoe
- 1997 Ford L8000 7yd. Dump Truck Snowplow
- 1999 Ford 550 4yd. Dump Truck Snowplow
- 2003 Volvo 7yd. Dump Truck Snowplow
- 2004 Chevy 4yd. Dump Truck Snowplow
- 2008 International 7yd. Dump Truck Snowplow
- 2003 Chevy Pickup Extended Cab W/ Fuel Tank
- 1987 Eager Beaver 9 Ton Equipment Trailer
- 2004 American Culvert Steamer on Trailer
- 1999 Bearcat Portable Chipper
- 2001 General 7500 Watt Generator

## Union Public Works

### Equipment List

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