

**Town of Rumford
PDF**

Emergency Operations Plan

July 1, 2014

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Basic Plan

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PROMULGATION STATEMENT/LETTER

TO All Recipients

Transmitted herewith is the Emergency Operations plan for the Town of Rumford, Maine. It provides a framework for use in performing emergency functions during a major emergency or disaster in town.

This Emergency Operations Plan includes the four phases of emergency management. They are:

Prevention – those activities which eliminate or reduce the probability of an incident, Also known as mitigation:

Preparedness – those activities developed to save lives and minimize damage:

Response – immediate activities which prevent loss of lives and property and provide emergency assistance; and,

Recovery- short and long term activities, which return all systems to normal or improved standards.

This plan is prepared in accordance with federal and Maine statutes. It will be tested, revised and updated as required. All recipients are requested to advise the Emergency Management Coordinator regarding recommendations for improvements.

A copy of this plan is on file in the Town of Rumford clerk's office.

Dated: June 19, 2014

Signed:

Chair, Selectman



Selectman



Selectman



Selectman



Selectman



Revision Sheet

DATE OF REVISION July 1, 2014

The attached pages of the Town of Rumford Emergency Operations Plan have been revised. Please replace older pages with these revised pages and discard the older pages. Retain this list as the Revision Log to your copy of the plan.

Plan Component

Remove Pages Numbered

Insert Pages Numbered

Date Revisions Posted July 1, 2014

PURPOSE OF PLAN

This plan is a local level integrated emergency management manual. It is designed to describe the emergency-disaster response of the Town of Rumford, Maine.

This plan's goal to provide a means to utilize all available resources to MITIGATE or prevent potential emergencies or disasters whenever possible, PREPARE to deal efficiently with the effects of inevitable events, RESPOND to needs to save lives and protect property, and promote a means to RECOVER rapidly from unavoidable damages.

The plan is intended to be both "generic" and "hazard specific, covering the entire range of emergency and disaster situations from age old natural disasters to the technological hazards created as a bi-product of our modern society.

The plan is a reference of emergency-disaster information and the basic source of data considered necessary to accomplish the various types of emergency missions. It is designed to bring the user to point of knowing what is to be done, and who is to do it. It may include information relative to when and where the response will be effective, and even why it will be done.

Each participating organization, private or governmental, must depend upon its own expertise to develop the procedures describing "how" to carry out its assignments in support of the plan.

SITUATION, VULNERABILITY

SITUATION:

The Town of Rumford, located in Oxford County, in the Western section of the State, has an area 69.22 square miles and population of 5,841 (2010 Census).

Routes 2, 5, 108, 120, and 232 provide major highway access to the Town.

The Town has a career/paid on call fire department. The Central fire station is located at 151 Congress Avenue. An unmanned substation is located at 1744 Route 2.

Mutual Aid System – The Fire Department has written agreements with 8 towns and Newpage Publishing Paper Division.

Law enforcement is handled by Rumford Police Department. Both police department and fire department can provide dispatching services, but are primarily dispatched by Oxford Regional Communications Center in South Paris, Maine.

The Town Highway Maintenance garage is located at 1022 Route 2.

Central Maine Power district garage is located at 21 Industrial Park Road.

There are 3 elementary schools and 1 High School. Sixteen school buses transport the elementary and high school students with 4 spare buses available.

Primary industries in Town are NewPage Paper Company. Wood Products Inc.

The nearest hospital is the Rumford Community Hospital, located at 420 Franklin Street in Rumford.

Rumford Community Home is located at #11 John F. Kennedy Lane

VULNERABILITY

The Androscoggin, Swift and Ellis Rivers flow through the town, and have been the cause of some problems in the past. Advanced weather prediction is not always accurate and extreme precipitation can develop without adequate warning. Flooding, especially flash flooding, can impact areas in town that are located above designated flood plains. The mountainous areas in town are especially vulnerable to this phenomenon. The frequency of extreme weather events fluctuates from year to year.

ASSUMPTIONS: (HAZARD ANALYSIS)

FLOODS: Floods are the most probable natural cause of emergencies or disasters in Rumford. Spring thaws and ice breakups may cause some lowland flooding. Summer or fall storms are more likely to be responsible for major flooding.

WINTER STORMS: Winter storms with snow, ice and freezing temperatures in various combinations, is fairly commonplace in Rumford. The town is geared to handle most winter emergencies. A potential for emergency exists when such storms also result in loss of electric power, leaving people without adequate heating capability. Heavy wet snows of early fall and late spring cause most power failures, however ice storms can also cause power outages.

WINDSTORMS: Violent windstorms are possible in Rumford. Most windstorms result in downed trees, damaged phone and power lines, and crop losses.

WILDFIRE: Wildfires are possible in the forested area of town during late summer and early fall. The forests contain potential fuel for a serious conflagration. Some recreational and permanent homes with single access roads are in jeopardy. Fire detection methods are basically good, with special efforts being made during fire seasons.

EARTHQUAKE: Earthquakes have been felt in Rumford in the past and remain a geological possibility. The town is situated in a moderate earthquake zone. Although earthquakes are not a frequent event, they have the potential to cause extensive damage to non-reinforced masonry (brick) buildings.

TECHNOLOGICAL HAZARD: Hazardous materials lead the list of potential hazards, which could impact the Town of Rumford. Fuels are the most widespread materials likely to create problems, Chemicals used in waste treatment, manufacturing and refrigeration are also sources of possible hazardous material incidents.

RADIOLOGICAL EMERGENCIES: are possible from vehicles traveling on routes 2, 5, 108, 120, and 232. NewPage Paper Company has radiological materials on site.

HOSTILE INCIDENT AT A SCHOOL: Rumford 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 High 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.

UTILITY FAILURE: A major region-wide electrical utility failure can occur as a result of a severe winter or summer storm, a major transmission line failure, a region-wide system failure, or as an act of sabotage by cyber or conventional terrorists. The most recent catastrophic utility failure was during the ice storm of 1998. Outlying areas of Oxford County were without electricity for more than 2 weeks. The cost to the County's communities and public utilities was more than \$2.7 million.

PANDEMIC INFLUENZA: An epidemic is a widespread outbreak of an infectious disease where many people are infected at the same time. Epidemics occur when an infectious disease spreads beyond a local population, lasting longer and reaching people in a wider geographical area.

CONCEPT OF OPERATIONS

General:

1. Operations conducted under this plan require a rapid and coordinated response by every Town agency, private institution, and other non- governmental agency.
2. Implementation of operations must be as self-triggering as possible and not dependent upon the presence of a particular individual.
3. The Town of Rumford Office of Emergency Management will be the coordinating agency for all activities in connection with Emergency Management.
4. The Board of Selectman or their designees will be responsible for the execution of the plan and for minimizing the disaster effects.
5. Central control from the Emergency Operations Center (EOC) provides the requisite direction and coordination. The primary EOC is located in the Rumford Fire Department Central Station. The Alternate EOC is located in the NewPage EOC.

Operations:

Operation of plan commences when the Rumford Selectboard Chair/Emergency Management Coordinator/Fire Chief or a designated representative, determines that the severity or length of the situation warrants plan implementation to reduce the threat to life and/or property to a minimum.

1. Alert and order the mobilization of the Town emergency management organization.
2. Activate the Town Emergency Operations Center. Size and composition of the staff is to be determined by the magnitude of the disaster.
3. Alert the general population of the disaster or impending disaster.
4. Arrange for the evacuation of threatened areas.
5. Establish temporary shelter, food and medical for the evacuees as necessary, including evacuees from threatened areas outside of the Town's geographical boundaries.
6. Notify those public and private agencies dedicated to the relief of distress and suffering, I.e., Red Cross and Salvation Army, and establish liaison as necessary.
7. Alert State emergency management office for assistance and coordination of other State agencies with disaster capabilities.

8. Notify local industries, public utility companies, schools, etc, of the disaster or pending disaster as necessary.

ORGANIZATION AND RESONSIBILITIES

Organization:

1. The Town Selectboard will convene to perform legislative and administrative duties as the situation demands, and shall receive reports relative to Emergency Management activities.
2. The Selectboard Chair/Town Manager/Fire Chief/etc. Shall be the Director of the Emergency Management forces of this Town and shall be responsible for organization, administration and operations.
3. The Emergency Management Coordinator, under the supervision of the Director(s), shall be responsible for the planning, coordination and operation of the Emergency Management activity in the Town.
4. The employees, equipment and facilities of all town departments, boards, institutions and commissions will participate in emergency management activity as appropriate within their capabilities and assigned responsibilities.
5. The organization shall also include volunteer agencies and/or persons offering services to the Town, upon acceptance thereof.
6. Duties assigned to the Town Department shall be the same or similar to the normal duties of the Department.
7. The Coordinator shall oversee the recruitment of volunteer personnel and agencies to augment the personnel and facilities of the Town for emergency management purposes.

Responsibilities:

The Town operations plan consists of this basic plan with appropriate annexes to cover emergency operations as follows:

ANNEX A- Direction and Control: Emergency Management Director(s). Includes staffing and functioning of the EOC and succession of command.

ANNEX B- Evacuation: Emergency Management Coordinator. Includes actions to protect the population before, during and after disasters by establishing evacuation routes, safe areas, transportation and coordination with shelters.

ANNEX C. – Communications: Communications Officer. Includes local emergency communications to be utilized for all types of disasters.

ANNEX D. – Alert and Warning: Fire Chief. Includes a means for receiving and disseminating warnings for disasters and maintenance procedures.

ANNEX E. – Shelter: Emergency Management Coordinator. Includes actions to protect the population before, during, and after disasters by establishing best available shelters and/or feeding, registering, clothing and Social Services.

ANNEX F. – Radiological Protection: Radiological Officer. Includes radiological monitoring and means to identify radioactive hazards resulting from war related or peacetime incidents.

ANNEX G. – Police – Chief of Police, (Sheriff Dept. State Police) Includes maintenance of law and order, control of traffic, controlling and limiting access to the scene of a disaster.

ANNEX H. – Fire and Rescue- Fire Chief, includes actions to limit or prevent loss of life and property from the fire or threat of and assisting in rescue, warning and evacuation.

ANNEX I – Public Works: Highway Superintendent & Water Superintendent. Includes maintaining the Town's roads, bridges, and sewer systems and assisting with equipment and personnel if a disaster threatens or occurs.

ANNEX J. – Emergency Public Information: Emergency Management Director(s). Includes actions for providing a flow of accurate and official information and instructions to the general public through all means of communications available before, during and after an emergency or disaster.

ANNEX K. – Resource Management: Emergency Management Director(s). Includes actions to obtain vital supplies and other properties found lacking, and needed for the protection of health, life and property of people, and resources for special or critical facilities.

ANNEX L. – Hazardous Materials: Fire Chief. Includes the identification of HAZMAT facilities and transportation routes within the town. It also outlines responding to a HAZMAT incident within the town.

The emergency tasks designated in the Annexes are related to day-to-day activities assigned by existing law, where applicable. Several have been added or extended to cope with emergency situations. Each Town

department and/or agency has the responsibility of preparing a written, functional Annex, with appropriate Appendices and Attachments, delineating the staffing, alerting and actions necessary to accomplish assigned tasks.

Development of these Annexes will be coordinated with the Emergency Management Coordinator and updated annually by Department/Agency head.

ADMINISTRATION

EMERGENCY MANAGEMENT STAFF

The Board of Selectmen shall be the directors of emergency management. The **Town Emergency Management Coordinator** will report to Emergency Management **Director(s)** and may be the individual responsible for day to-day emergency management operations.

The Emergency Management Director(s) shall have the general supervision of the Emergency Management program and Emergency Management Coordinator.

This will include any direction and guidance necessary.

The **Director(s)** will be responsible for:

- Chairing all Emergency Management meetings.
- Provide expertise and guidance to the E.M. Coordinator preparing the Emergency Operations Plan.
- Preparing and promoting ordinances when necessary.
- Providing Town resources to the E.M. coordinator in establishing and operating an EOC.
- Provide guidance in the annual Emergency Management budget and preparation of reports.

The Coordinator shall be responsible for:

- The preparation of the basic plan and its review and update.
- With the approval of the Selectboard/Town Manager, appoint service heads to the Emergency/Management program.
- Shall have direct responsibility for the organizations, the administration and operations subject to the direction and guidance of the selectboard.
- Schedule training drills, and exercises to train and test local government's response capability.
- Shall be responsible for coordination with the State Emergency Management office.
- Will encourage participation by staff members for Emergency Management training courses and seminars,
- Shall prepare annual reports for Emergency Management.
- Be responsible for establishing and setting up the EOC.
- Be the EOC Manager and provide for adequate staffing.
- Attend training courses, meetings and seminars and seminars at local, state and regional levels.

RESOURCES AND SUPPORT

RESOURCES:

1. Normal supply methods will be utilized.
2. If emergency supplies are required they will be coordinated by the Emergency Management Coordinator under the authority of the Emergency Management Director(s).
3. The Town does not have a central procurement warehouse or distribution system. Emergency supplies will be stored at the Rumford Fire Department.

SUPPORT:

1. Support by civil government forces may be made available from surrounding jurisdictions, including mutual aid agreements.
2. Support by State departments and/or agencies will be requested through Maine Emergency Management by calling:

| | |
|--|----------------|
| Oxford County Emergency Management Agency: | 743-6336 |
| Maine Emergency Management Agency: | 1-800-452-8735 |
3. Military support can only be activated by the Governor. Requests for assistance will be coordinated through Maine Emergency Management at the above number.

PLAN DEVELOPMENT AND MAINTENANCE

PLAN DEVELOPMENT:

Town officials and dedicated citizens developed this Emergency Operations Plan (EOP) for Rumford. It is implemented with the complete knowledge of all individuals and organizations with assignments or responsibilities in the plan. Participants have agreed to perform emergency response functions to the best of their ability within the guidelines provided.

It is intended that this EOP be the primary outline for emergency or disaster operations.

PLAN MAINTENANCE:

The Emergency Management Coordinator will be responsible for keeping this plan up-to-date by an annual review. Following any exercise or actual emergency or disaster, the coordinator will compare response activities with the appropriate sections of the plan to determine if operations were within the spirit of the plan. The coordinator may call a meeting of town response personnel in order to adjust the plan to reflect emergency actions, or recommend changes in procedure to improve effectiveness.

This plan will be revised whenever any significant change occurs, or if there is a proposal received that will enhance the town's emergency response capability.

AUTHORITIES AND REFERENCES

FEDERAL STATUTES:

- The Federal Civil Defense Act of 1950, Public Law 81-920,
(As amended by Public Law 85-606)
- The Disaster Relief Act of 1970, Public Law 91-606;
- The Disaster Relief Act of 1974, Public Law 93-288 and, Executive Order 11795 and
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 100-707
- The Food Stamp Act of 1977, Public Law 95-113
- The Atomic Energy Act of 1954 Public Law 83-703 as amended
- The Act January 5, 1905, Responsibilities of the American National Red Cross
- The Superfund Amendment and Reauthorization Act of 1986, Public Law 99-499, Title III
(SARA)
- Homeland Security Presidential Directive/HSPD-5

NOTE: Local EOPs seldom need all of the Federal Statutes as listed above. Those marked with (*) are most applicable to Maine communities.

FEDERAL PUBLICATIONS:

Reorganization Plan No. 3 of 1978, Establishing the Federal Emergency Management Agency (FEMA)

Regional Emergency Operations Plan, Appendix A, Emergency Response Team Plan

MAINE STATUTES:

Title 37 –B Defense, Veterans and Emergency Management (Heading: PL 1997, c, 455, @9 (rpr) *Chapter 13: Maine Emergency Management Agency (Heading PL 1987, c,370 @13 (rpr)

NOTE: All other applicable State Statutes relative to functions performed by State agencies are listed in the respective alphabetical Subsections under “Authorities”.

EXERCISES AND TRAINING

EXERCISES:

Exercises shall be conducted annually to determine response time, familiarize the staff members with procedures, determine what deficiencies exist, and what additional training is required.

TRAINING:

It is the responsibility of every Town department/agency head to ensure that his or her personnel receive adequate training.

Requests for training courses or assistance in training personnel will be coordinated through the Emergency Management Coordinator.

**ANNEX A
DIRECTION AND CONTROL**

I. AUTHORITY:

1. U.S. Public Law 920, 81ST Congress 1950 (as amended)

2. Chapter 13 Maine Emergency Management Agency (Heading PL 1987, c, 370 @13 (rpr)

II. PURPOSE:

To identify a facility as EOC and the staff and actions necessary to provide central direction and control before, during and after disaster/emergencies that could affect the town. To provide emergency information and advice to the public.

III. SITUATION AND ASSUMPTIONS

A. Situation:

1. (See Situation, Basic Plan).

2. The primary town EOC is located at the Rumford Fire Department Central Station at 151 Congress Street in Rumford.

3. Alternate EOC is located at the NewPage EOC on Lowell Street across from the Rumford Fire Department Central Station.

4. The EOC will be activated if a disaster/emergency identified in the hazard analysis

5. The decision to order activation of the EOC will be made by direction of the Emergency Management Director or the Emergency Management Coordinator.

The Primary staff will consist of:

Town Selectboard Chair
Town Manager
Emergency Management Coordinator
Fire Chief
Police Chief
Superintendent of Roads
Water Superintendent

Secondary Staff:

Deputy Fire Chief
Police Lieutenant
Highway Personnel

Water and Sewer Department Personnel
Communications personnel

(The type of Disaster/Emergency and response may require additional staff.)

B. Assumptions:

1. The EOC will be adequate for direction and control.
2. Communications will be available.
3. Close coordination will occur with neighboring jurisdictions, state officials, volunteers and industry.

IV. CONCEPT OF OPERATION:

The EOC staff, upon activation will prepare the EOC for operation, and:

1. Ensure that information is being received from field forces recorded and evaluated.
2. Based on evaluation, coordinate response.
3. Develop and maintain a town situation map identifying problem areas and deployment of responders.
4. Determine the capability of the town to respond to the situation and whether outside assistance is needed, and its availability. Establish a liaison.
5. Issue information and advice to the general public. Be prepared to brief media and answer questions.
6. Prepare for possible 24 hour EOC operation, if warranted.
7. Determine procedures for damage assessment and recovery operations.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

1. EOC Manager – Town Manager/Selectboard has authority to:
 - A. Ensure that all capabilities of the town are utilized in the direction and coordination of alleviating the effects of the disaster or emergency occurring in the town.
 - B. Ensure promulgation of regulations to protect life and property and preserve critical Resources.
 - C. Request assistance from the State, or other political subdivision, where conditions in the town are beyond the control of local emergency management forces.
 - D. Obtain vital supplies, equipment and other properties needed for the protection of health, life and property of the people.

- E. Maintain liaison with State and federal authorities and local authorities from nearby jurisdictions.
- F. Coordinate the activity of public and private agencies, including volunteers, Red Cross, industry, etc.
- G. Assume such authority and activity to promote and execute the emergency management plan.

2. Police Chief

- A. Normal operational requirements of the Police Department and coordination with other services.
- B. Determine traffic control points.
- C. Coordinate with other services if an evacuation advisory is anticipated or issued. Assist in warning.
- D. Security of evacuated areas.
- E. Security of EOC.
- F. Recommendation for requesting outside assistance, including military.

3. Assistant to Police Chief- Lieutenant of the Police:

- A. Emergency plan development for the Police Department.
- B. Assume duties of the Chief in his absence, or by his direction.

4. Fire Chief:

- A. Normal operational requirements of the Fire Department and coordination with other services.
- B. Coordinate with other services if an evacuation advisory is anticipated or issued.
- C. Disseminate warnings to the public as required.

5. Deputy Fire Chief

- A. Assume the duties of Fire Chief in his absence, or by his direction.

6. Highway Dept.- Highway Superintendent, or his absence, a lead man from Highway Department:

- A. Normal operational requirements of the Public Works Department and coordination with other services.
- B. Debris clearance from town roads.
- C. Coordination of emergency transportation through the Emergency Management Director.

D. Damage assessment as directed by Emergency Management Director.

7. Water & Sewer Dept.- Water & Sewer Superintendent or his absence a lead man from Water and Sewer Department:

A. Normal operational requirements of the Water and Sewer Department and coordination with other services.

B. Wastewater Treatment Facility. See Appendix I.

B. ADMINISTRATION AND LOGISTICS:

- i. Town Manager/Emergency Management Director(s) have the responsibility for assuring that the EOC is physically opened.
- ii. First person at the EOC has responsibility for assuring that primary staff has been notified (not necessarily do the actual notification).
- iii. Department heads have a responsibility for providing radio communications to their department by bringing a portable radio.
- iv. Emergency Management Director(s) or Communications Officer, if one designated, will arrange for additional telephones or extensions in the EOC if needed.
- v. Emergency Management Coordinator has responsibility for providing personnel services to the staff. (Food, water, sleeping accommodations, etc.) The Rumford Fire Department is available and suitable for use as a central distribution point.
- vi. Water and Sewer department has responsibility for emergency power, if necessary at the Central Distribution Point.

ANNEX B
EVACUATION

I. AUTHORITY:

1. See Basic Plan.

II. PURPOSE:

To provide procedures that would assist the town in accomplishing or assisting in an orderly evacuation of people.

III. SITUATION AND ASSUMPTIONS:

A. Situation:

The Town of Rumford has identified emergencies or disasters in its hazard analysis that could require the evacuation of segments of Town's population. The Town could also be utilized as a host area for evacuees from disasters or emergencies outside the Town's boundaries.

B. Assumptions:

The Town of Rumford has a capability to offer some assistance if this happens; Direction and control can be accomplished through the Emergency Operations Center. Assistance will be available from local agencies, volunteers, surrounding jurisdictions, and State agencies, if required. (See Basic Plan, Assumptions)

IV. MISSION:

To carry out basic government functions of maintaining the public peace, health, and safety if an evacuation of population is contemplated or occurs.

V. CONCEPT OF OPERATIONS:

Service heads of Town departments involved in emergency response have responsibility to recommend evacuation as a viable method of protecting lives before, during, or after disasters or emergencies that may affect the Town. This recommendation, time permitting, will be directed to the Emergency Management Director for implementation and coordination from the Emergency Operations Center. Town agencies as covered in their respective annexes have a responsibility to assist in the warning and evacuation including establishing evacuation routes, safe areas, transportation and coordination with shelter.

VI. ASSIGNMENT OF RESPONSIBILITIES:

A. The Emergency Management Director is responsible for:

1. Regulations prohibiting or restricting the movement of vehicles in order to facilitate mass movement of persons from critical areas within or without the Town.
2. Regulations pertaining to the movement of persons from areas deemed to be hazardous or vulnerable to disaster.
3. Such other regulations necessary to preserve public peace, health, and safety.

B. The Emergency Management Coordinator responsible for

1. Development and coordination of evacuation plans.
2. Maintain liaison with State and Federal authorities and authorities of other nearby political subdivisions.
3. Negotiating and concluding agreements with owners of persons in control of buildings or other property for the use of such buildings or property for emergency management purposes and designating suitable buildings as public shelters.
4. Coordination of the activity of all other public and private agencies.
5. Reviewing and updating this annex on an annual or as needed basis.

C. The Fire Chief is responsible for:

1. Recommending and assisting in evacuation if situation warrants.
2. Assisting in dissemination of warning.
3. Fire inspections and establishing procedures for adequate fire control for shelter occupancy coordinated with the Emergency Management Coordinator.

D. Town Police Chief is responsible for:

1. Assisting in dissemination of the warning.
2. Coordinating with Emergency Management Director or designee on transportation to shelters.
3. Emergency traffic control and crowd control.
4. Assisting in evacuation within capabilities and as requested by service heads or Director.
5. Security of evacuated areas and shelters.

E. The Highway Superintendent is responsible for:

1. Clearing of debris from town roads.

2. Coordination of emergency transportation through the Emergency Management Director or Coordinator.
3. Supplying emergency power, if needed, to emergency shelters and central distribution point.

VII. DIRECTION AND CONTROL:

Responsibility for implementing an evacuation, time permitting, rests with the Town Manager/Emergency Management Director. Coordination will be accomplished through the Emergency Operations Center under the general direction of the Emergency Management Coordinator who will coordinate the actions and responsibilities of the service heads as covered in their respective annexes and outlined in this annex under Maine assignment of responsibilities.

VIII. COMMUNICATIONS:

Communications will primarily be by telephone, town radio, cellular phone and CERT communications.

IX. TRAINING AND EXERCISE:

It is the responsibility of the Emergency Management Coordinator to see that training and exercises are conducted on annual basis.

ANNEX C COMMUNICATION

I. AUTHORITY:

See Basic Plan.

II. PURPOSE:

To identify communication equipment and procedures that will be utilized during an emergency in the Town of Rumford.

III. SITUATION AND ASSUMPTIONS:

A. Situation:

1. See Basic Plan.
2. The Emergency Management Coordinator will be responsible for coordinating all emergency communications activities during an emergency.
3. The Rumford Fire Department has the responsibility for alert/notification of the town from outside hazards
4. Sirens are located at Rumford Fire Department Central Station at 151 Congress.
5. Emergency services have sufficient radios and telephones for day-to-day emergency operations.

B. Assumptions:

1. See Basic Plans.
2. Local radio will be utilized for emergency warning and instructions to the public.

IV. MISSIONS:

To provide the EOC staff with the capability to communicate with emergency forces in the field, public, and other essential services.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

A. Police Department:

1. To maintain Police Department telephone and base and portable radio system.

B. Fire Department:

1. Maintain Fire Department base and portable radio system.
2. Maintain telephone system at the EOC Obtain additional telephone lines and cellular telephones during an emergency.
3. Test all radio and telephone system periodically.
4. Maintain statewide Emergency Management radio link...

C. Emergency Management Agency:

1. To provide liaison with State and Federal agencies.
2. Ensure that Maine Emergency Management is aware of the local communications system procedures.
3. Revise and update this annex annually or as necessary with the Police and Fire Chiefs.
4. See that personnel are trained and that communications systems are tested.
5. Coordinate with local volunteer organizations.

VI. CONCEPT OF OPERATIONS:

In an emergency, the primary EOC will be located in the Rumford Fire Department Central Station at 151 Congress Street. The EOC will use telephones for primary communications. The EOC has 1-listed telephone line and 1-unlisted telephone line and one fax line. The local telephone company can easily add an additional 5 telephone lines to the EOC.

In addition to telephone communications, several town departments utilize radio communications. The Fire Department base radio station is located (at the EOC.) with the transmitter located on top of Black Mountain. The Police Department, Highway/Public Works Department, and Sewer & Water Departments can utilize portable radio communications. The Fire Department has 1 cellular telephone that can utilize in addition to the above telephone and radio systems. The local cellular phone company has agreed to make additional cellular phone available to the EOC in an emergency. The nearest cell site is located on Black Mountain. There is fair reception for cellular usage in the Rumford area.

Another important communications resource to the EOC is local ham radio operator's organization, each equipped with their own portable radios, which operate on the ham radio frequencies. Ham operators frequently participate with Rumford emergency response personnel during emergency exercises.

ANNEX D

ALERT AND WARNING

I. AUTHORITY: SEE BASIC PLAN

II. PURPOSE:

To identify responsible authorities and the method that will be utilized to alert town authorities and warn the general public.

III. SITUATION AND ASSUMPTIONS:

A. Situation:

1. See Basic Plan
2. The Town Fire Chief is Warning Officer for the Town of Rumford.
3. The Oxford County Emergency Management Agency has the responsibility for alert/notification and for contacting the Fire Chief.
4. Sirens are located at the Rumford Fire Department Central Station at 151 Congress Street.
5. 7 fire vehicles and 5 police vehicles are equipped with loud speakers.
6. Door to Door warning will be necessary for part of the population.
7. The Town has a viable alert notification system for Town response personnel and school department.

Assumptions:

1. See Basic Plans.
2. Fire Vehicles and police vehicles will be available.
3. Fire, Police and volunteers will be utilized for emergency warning and instructions.
4. Local radio will be utilized for emergency warning and instructions to the public.
5. A telephone fan-out may be required for affected industries.

6. Warning time will vary depending on the hazard and speed of onset. Time available can vary from ample to none but will generally allow Town officials sufficient time to evaluate necessary actions.
7. A requirement for warning may be local, area, state or national in origin.

IV. MISSION:

To notify the EOC staff and general public if the situation or hazard requires.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

A. Police Department:

1. To receive warning notification through the Fire Dept. from the state or from the public and disseminate as required.
2. Assist the Fire Department in warning the public.
3. To alert the EOC primary staff when EOC is activated.

B. Fire Department:

1. To disseminate a warning to public using sirens. Public address systems, town agencies, volunteers and the media as required.
2. Maintenance of outdoor warning devices.

C. Emergency Management Agency:

1. To provide liaison with State and Federal agencies.
2. Assure that the State EMA office is aware of the local warning point and that procedures are up to date and operational for reception by Rumford if any warning disseminated from the State warning point or proper State agency.
3. Revise and update this annex annually or as necessary with the Police and Fire Chiefs.
4. See that personnel are trained and that warning functions are exercised.
5. Provide liaison with Red Cross language data bank personnel for hearing impaired and non-English speaking groups as appropriate.
6. Check with warning officer (Fire Chief) that nursing homes, major industries and other key locations have been notified.

7. See that verification of warnings is made before disseminations by Fire and Police.

VII. CONCEPT OF OPERATIONS:

The Oxford County Emergency Management Agency has primary responsibility for initial reception of any warning disseminated by the State. If a warning is locally generated it would normally be received by the Fire Department by telephone. Once this is accomplished the Fire Chief has the responsibility for public notification, assisted by the Police. Time permitting, a decision to warn the public and the method to be utilized will be coordinated with the Emergency Management Director particularly if the method of protecting the public includes sheltering and/or evacuation.

VIII. COMMUNICATIONS:

Town departments will use the municipal frequency for interface including a land-line to the school department to man their base if the situation so requires. Primary communications with the media, State and other surrounding local governments will be by telephone. The Mutual Aid Fire radio systems can be utilized as back-up if necessary. If shelters are utilized, primary communications will be cellular telephone. If the situation indicates, town portable radios, town mobile radio equipped vehicles or messengers will be used.

**ANNEX E
SHELTER**

I. GENERAL

A. AUTHORITY:

1. See Basic Plan I.A.
2. U.S. Public Law 4, 58th Congress, January 5, 1905
3. U.S. Public Law 93-288, Disaster Relief Act of 1974 Statement of Understanding –FEMA and National Red Cross, January 22, 1982

B. Purpose:

To define the duties and responsibilities of shelter service in the event of a natural or man-made disaster.

II. SITUATION AND ASSUMPTIONS:

A. SITUATION:

1. See Basic Plan
2. The Town of Rumford could be subjected to the effects of a disaster requiring the sheltering of a significant number of people for an undetermined period of time.
3. If such a disaster occurs, shelter will be provided in predetermined locations selected and arranged by the American Red Cross.
4. Activation of shelters will be determined by the Emergency Management Director and will be dependent on the magnitude of the disaster.
5. The American Red Cross has both the expertise and experience in operating public shelters.
6. Special needs for the elderly, handicapped, institutionalized, and those with language barriers are recognized and will be provided for.

B. Assumptions;

1. See Basic Plan.

2. The American Red Cross will recruit necessary volunteers to complement Red Cross staff in shelter operations.
3. The Red Cross will coordinate with the Emergency Management Director(s) any additional support that can be provided by local government agencies.
4. Shelters in the Town of Rumford will not normally be stocked. The Red Cross- through local sources when possible will obtain supplies.

III. MISSION:

To protect the population from the effects of a disaster, or impending disaster, by directing the public to available shelters, performing necessary tasks during the shelter stay, and releasing the shelter occupants when the situation warrants.

IV. EXECUTION:

A. Organization:

1. Emergency Management Coordinator will be liaison between the Town and the Red Cross Shelter Coordinator.
2. Members of the Red Cross and volunteers, recruited from State agencies or the local populace, will constitute each individual shelter organization.
3. The Emergency Management Coordinator will coordinate outside shelter assistance requested from Town Departments and/or agencies, (Police, Fire, Water, Sewer, etc.)

B. Alert Notification:

1. The Emergency Management Director (s) will notify the Red Cross Shelter Coordinator.
2. Notification of other members of the Red Cross Chapter will follow Red Cross procedures.

C. Emergency Operating Center.

1. A Red Cross representative may report to the EOC when necessary to assist in the coordination of shelter operations.
2. Status charts may be utilized at the EOC to indicate the location of shelters and available spaces, etc.
3. A log of incoming and outgoing messages concerning shelter operations will be maintained.
4. Coordination with other emergency services will be accomplished through the Emergency Management Director(s).
5. Primary shelter communications will be by telephone, Radios or messengers may also be utilized when available. If additional radio communications are desired, request will be coordinated through the Emergency Management Director(s). The use of Amateur Radio Operators will be considered according to availability.

D. Concept of Operations:

1. Red Cross and the Emergency Management Coordinator as part of this plan will coordinate designation of the shelters; The Red Cross will have a position reserved in the Rumford Emergency Operations Center.
2. The Red Cross will be the sole operator of town emergency shelters, Assistance in feeding may be provided by volunteers.
3. Fire inspections are routinely performed by the Fire Department in designated shelters.
4. Assistance in security, inside and outside, will be coordinated with the Rumford Police Department.
5. Health requirements and inquiries about missing persons will be a Red Cross responsibility assisted by Town Health Officer, if necessary.
6. Public information concerning shelters will be coordinated through the Emergency Management Director(s).

If the nature of the disaster requires that decontamination procedures are necessary, assistance will be requested through the Emergency Management Director.

The Emergency Management Director will be consulted prior to release of shelter occupants. Public safety will be a major concern in order to ensure that any remaining hazards have been identified and that shelter occupants have received adequate information for their personal protection.

E. Training and Exercise:

1. It is expected that the Red Cross will train shelter staffs. Town shelter liaison and coordination duties will be developed and participating town personnel trained.
2. If additional or special training is required, it will be coordinated through the Emergency Management Director(s).
3. Shelter exercises will be held at the request of the Red Cross. The Emergency Management Director (s) will coordinate exercises.

**APPENDIX E-1
SHELTER LISTING**

SCHOOLS

Superintendent of Schools 364-7829

| | |
|-----------------------------|----------|
| Mountain Valley High School | 364-4547 |
| Rumford Elementary School | 364-7926 |
| Virginia School | 364-2112 |
| St. John's School | 364-2528 |

CLUBS

| | |
|-----------------|----------|
| American Legion | 369-9053 |
| Eagles | 369-9760 |
| Elks | 364-4022 |
| Le Paresseux | 369-9703 |
| Sons of Italy | 364-2406 |
| VFW | 369-0302 |

MISCELLANQUES

| | |
|---------------------------|----------|
| Linnell Conference Center | 364-4511 |
| Hope Association | 364-4561 |
| Grange Hall | |
| (Ronald Easter) | 364-4998 |
| (Pricilla Jusud) | 364-3425 |

APPENDIX E-2
AMERICAN RED CROSS

The American Red Cross, as mandated by Federal Law 36-LSC-3 and reaffirmed in Public Law 93-288 (Federal Disaster Relief Act of 1974), provides disaster relief in peacetime.

At the State level, the Statement of Understanding between the American Red Cross and The State of Maine establishes the operating relationships between these agencies. The major care and shelter responsibilities of the Red Cross in the emergency period include:

Emergency lodging for disaster victims in public or private buildings,
Food and clothing for persons in emergency mass care facilities,
Food for disaster workers if normal commercial feeding facilities are not available.
Registration and inquiry service.

The Red Cross acts cooperatively with State and local governments and other private relief organizations to provide emergency mass care to persons affected by disasters in peacetime. There is no legal mandate for Red Cross involvement in State of War Emergency, however, assistance and Support will be provided to Maine Emergency Management, to the extent possible.

**ANNEX F
RADIOLOGICAL PROTECTION**

PURPOSE:

To provide protection for the population of the town from the effects of radiological materials.

SITUATION AND ASSUMPTIONS:

Radioactive materials could travel through the town on Routes 2, 5, 108, 120, and 232.
An accident involving a vehicle carrying radioactive materials would be a matter of concern.

CONCEPT OF OPERATIONS:

The Emergency Management Director or Coordinator will handle the situation in the same manner as any hazardous materials incident. The area would be secured at an appropriate distance and local assistance would immediately be requested by dialing 911 for the Rumford Fire Department and activating the Haz-Mat Team:

9-1-1

ANNEX G POLICE

I. AUTHORITY:

1. Town of Rumford Bylaws –Chapter 4
2. Maine State Statues –Chapter 13: Maine Emergency Management Agency (Heading: PL 1987, c, 370, @13 (rpr))
3. Public Law 920, 81st Congress (As Amended)

II. PURPOSE

To provide for disaster and emergency response by the Police Department of the Town of Rumford.

III. SITUATION AND ASSUMPTIONS:

A. SITUATION:

1. A hazard analysis has been completed that identifies types of disasters or emergencies that could affect the town.
2. The geography of the town is 69.22 square miles.
3. The town has a population of 5,841 (2010 Census); located throughout the town with a large percentage clustered in communities, fire districts, housing developments, which can create a demand for response at widely separated locations.

B ASSUMPTIONS:

1. Assistance will be available from the Maine State Police, Oxford County Sheriff, and area law enforcement agencies during a major disaster or emergency affecting the Town of Rumford.
2. Assistance may be secured from outside the town of Rumford by requesting aid from the State of Maine through Maine Emergency Management.
3. Assistance requested from the town of Rumford Police Department from outside areas will be provided at discretion of the Rumford Police Chief and Emergency Management Director in the event such assistance can be spared.

IV. MISSION:

1. Protection of Life and Property.
2. Maintaining law and order.
3. Emergency traffic control

4. Crowd control
5. Assisting in evacuating.
6. Assisting in warning of residents.

V. ADMINISTRATION AND LOGISTICS:

1. Normal channels will be used for day-to-day operations.
2. Emergency supplies and equipment will be secured through area supply agencies and administered by the Police Chief or his designee.
3. Emergency funding will be requested through the Emergency Management Director before, during and after disasters or emergencies.
4. Legal questions will be referred to the town attorney.
5. Records of purchasing and disbursements applicable to the disaster/emergency will be kept through normal procedures.

VI. CONCEPT OF OPERATIONS:

In the event that a warning is received or a disaster or emergency occurs, the following will be instituted:

1. All off-duty personnel will be called in.
2. All personnel will be placed on stand by.
3. All equipment will be checked and prepared for use.
4. Feeding and lodging of emergency personnel will be instituted.
5. Security and protection of departmental personnel will be maintained by the Department or by calling in other area law enforcement agencies.
6. Area police assistance is provided and coordinated through the Rumford Police Dispatch center.
7. Evacuation of endangered areas will be accomplished using mobile public address system followed by a door-to-door check, with transportation to shelters coordinated with the Emergency Management Director or designee.
8. The Police Chief, or designee, will report to the EOC, if activated, to provide direction and coordination of police functions.
9. The Police Chief will recommend activation of the EOC if circumstances indicate.
10. Alternate EOC may be mobile units.

C. ORGANIZATION AND ASSIGNMENTS:

- i. The Rumford Police Department consists of approximately 14 personnel.
- ii. The Police Chief is responsible for day-to-day and emergency operations of his department and for coordination with other town agencies.
- iii. The Police Lieutenant has authority delegated by the Chief for disaster planning and for maintaining and updating this police annex annually or on an as-needed basis and coordinating changes with Emergency Management.
- iv. The line of succession for the Department is as follows:
 1. Chief
 2. Lieutenant
 3. Sergeant
- v. The Officer in charge has the responsibility on-scene of reporting to an established command post or recommending or creating a command post if the situation indicates.

D. DIRECTION AND CONTROL:

- i. The Police Department is located at 150 River Street.
- ii. The Police Chief exercises direction and control of the Departments' emergency forces. This is accomplished at Police Headquarters under normal operating conditions and at the Town of Rumford EOC if activated for an emergency.
- iii. Maps and markers, charts, etc, needed to display the following information will be located in the EOC and maintained by the Town Manager and the Emergency Management Coordinator.
 1. Deployment of Personnel.
 2. Location of vehicles.
 3. Lodging (Shelter) areas.
 4. Location of emergency command post (field).
 5. Location and nature of problem(s).
 6. Weather information.
 7. Type and location of disaster areas.
 8. Location of identified high hazard areas.
 9. Other pertinent information.

E. COMMUNICATION:

- i. Emergency Communications equipment is maintained and operated through the Town of Rumford Police Department Headquarters by a part-time dispatcher.
- ii. Twenty-four hour dispatch is covered by Oxford County Regional Communications Center.
- iii. The Police have radio capability for communicating with Municipal Government, Public Works, Oxford County Sheriffs Department, and Maine State Police.
- iv. The Police Department may also the Dispatch and act as telephone answering agent for the Red Cross.
- v. Contact with Rumford Community Hospital is relayed through the Rumford Fire Department.

F. TRAINING AND EXERCISES:

- i. Emergency Operations Training for Department Personnel will be conducted through periodic briefings and/or courses on emergency operations procedures.
2. Test exercises for Department personnel will be conducted in cooperation with Rumford Emergency Management Director and/or Coordinator.

ANNEX H FIRE AND RESCUE

I. AUTHORITY:

1. Maine State Statutes –Chapter 30-A*3151-3157
2. Town of Rumford Bylaws–Chapter 4
3. U.S. Public Law 920, 81st Congress, 1950 (as amended)

II. PURPOSE:

To develop a plan that will assist in minimizing damage to property, save lives, and improve recovery in the event of an emergency/disaster requiring a response from Rumford Fire Department personnel.

III. SITUATION AND ASSUMPTIONS:

1. The Rumford Fire Department has the primary responsibility of responding to emergencies in the Town where fire or threat of fire may exist.
2. It has a responsibility of responding to fire emergencies outside of Rumford through mutual aid compacts with Mexico, Peru, Roxbury, Dixfield, Andover, Newry, Canton, Bethel, and NewPage.
3. The Fire Department can expect assistance from other Town agencies and departments upon request.
4. Fire Department personnel assisted in the development of hazard analysis for the Town. Occurrence of an emergency in any of these priority areas, or other hazards not identified, could require a major response from the Department or have an effect on their capability to respond to other emergencies.

IV. MISSION:

1. To limit or prevent loss of life and property from fires or threat of fires.
2. To assist in warning and evacuation.
3. To assist and cooperate with other Town agencies and departments responding to disaster.

V. ADMINISTRATION:

1. The Fire Department is headed by a Chief appointed by the Town Manager.
2. The Fire Department is normally composed of 9 Career and 15 paid/call firefighters.

3. The Department is continuously in the process of evaluating pre-fire plans for hospitals, schools, and major industries within the Town.
4. A copy of the resource inventory is included as part of this Annex and identifies the type and locality of major pieces of equipment.
5. The Fire Chief has responsibility for updating this annex on an annual or as needed basis and coordinating changes with Emergency Management Coordinator.

VI. CONCEPT OF OPERATIONS:

1. Operations of the Fire Department require a rapid and coordinated response.
2. Implementation must be as self-triggering as possible and not dependent upon the presence of a particular individual. Fire Department personnel carry pagers and will normally be notified by the Fire Department, if a response by the Department is required.
3. Telephone fan-out can be used as a back-up.
4. The Fire Officer in charge of the incident has responsibility for requesting additional assistance through Oxford County Regional Communications Center.
5. Initial response will include an evaluation of the on-scene situation, establishment of a command post, if necessary, and identification of a staging area if additional assistance is required.

VII. RESPONSIBILITIES:

A. Fire Chief or designee:

1. Responding to fire or threat of fire.
2. Any rescue work needed, then protecting exposures as required and extinguishing fires.
3. Assisting other Town agencies, if requested, when life or property is threatened.
4. Assisting in dissemination of warning.
5. Recommending and assisting in evacuation if situation warrants.
6. Requesting assistance from Mutual Aid System and other town agencies/departments.
7. Keeping proper authorities informed of situation.
8. Normal operation of the Fire Department.

B. Fire Department Officers

1. Must have ability and knowledge to service as officer-in-charge at an incident until superior officer or chief is on-scene and assumes control.

2. Knowledge and skills to perform day to-day operations as described in staff duties.
3. Other specific or related fire response duties as assigned by the Chief or Officer-in-Charge at the scene or as indicated in standard operations procedures.

VII. DIRECTION AND CONTROL:

Direction and control, as a function, is covered in Annex A.

1. Requests for off-site assistance shall be requested by the Officer-in-Charge through the Oxford County Regional Communications Center.
2. A command post shall be established at the scene with responding agencies reporting on arrival
3. If the situation warrants the opening of the Town's Emergency Operations Center, the Officer in charge shall assure that communications with the EOC are established and he or designee shall go to the EOC to provide information and coordination.

IX. COMMUNICATIONS:

1. The Rumford Fire Station has a base radio on 154.340 and 154.310. These frequencies are used both for toning out Fire Department personnel and for two-way communications. On-Scene communications frequency is 154.265.
2. Fire apparatus is radio equipped with these frequencies.
3. Standard procedures call for Oxford County Regional Communications Center to tone the Rumford Fire Department to respond to an emergency.
4. The Fire Department also has portable radios with multiple frequencies capable of communicating with other departments, medical services, and hospitals.

X. WARNING:

1. The Fire Chief, or Officer in charge if Fire Chief is not available, has the responsibility as Town Warning Officer of disseminating severe weather warnings.
2. The Fire Chief, or designee, has the responsibility of assisting in warning the population in an area recommended for evacuation.

G. SHELTER:

If shelters are identified for use, the Fire Chief has the responsibility of fire inspections and of establishing procedures for adequate fire controls for shelter occupancy. The above will be coordinated with Emergency Management Director.

H. TRAINING/EXERCISE:

The Fire Chief has the responsibility for on-going training and exercising of the Department. It is expected that the Department may be asked to coordinate with the Emergency Management Agency in an annual exercise involving other Town departments.

**ANNEX I
DEPARTMENT OF PUBLIC WORKS**

I. AUTHORITY:

1. Maine State Statutes –Chapter 13: Maine Emergency Management Agency (Heading: PL 1987, c. 370, @13 (rpr))
2. U.S. Public Law 920 81st Congress, 1950 (As Amended)

II. PURPOSE:

To assign responsibilities and outline a method for the Department of Public Works to safeguard lives and property in the event of a disaster.

III. SITUATION AND ASSUMPTIONS:

A. Situation:

1. A hazard analysis has been completed that identifies types of disasters of emergencies that could affect the Town. (See basic Plan)
2. The geography of the Town is 69.22 square miles, with a business section. There are 3 rivers, as well as being at the intersection of Routes 2, 5, 108, 120, and 232, which could affect a response to disasters.
3. The distribution of the Town population 5,841 (2010 census), throughout the Town could create a demand for response to different locations.

B. Assumptions:

1. Assistance will be available from other Town departments, local communities, and State agencies, during/after a major disaster or emergency affecting the town.
2. Assistance may be secured from outside of Rumford and from the State of Maine through Maine Emergency Management.
3. Assistance requested from the Public Works Department will be provided by the Superintendents of Water and Sewer Department and the Highway Department, and Emergency Management Director in the event such assistance can be spared.

IV. MISSION:

To provide manpower, vehicles, and equipment to maintain roadways and town water supply and sewer system, and to assist other Town agencies, when requested, with personnel, material and equipment, before, during and after disasters or emergencies.

V. ADMINISTRATION AND LOGISTICS:

1. Normal channels will be used for day-to-day operations.
2. Emergency supplies will be secured by the Town (Administrator, Manager, etc.)
3. Limited emergency supplies are maintained at the Rumford Fire Department Central Station located at 151 Congress Street.
4. Emergency funding will be requested through Emergency Management Director before, during and after disaster/emergencies.
5. Legal questions will be referred to the town attorney.
6. Records of purchases and disbursements applicable to the disaster/emergency will be kept through notes.

VI. WARNING:

1. The Department(s) of Public Works (Highways, Sewer and Water, etc.)
2. They may also receive notification from:
 - A. The Emergency Management Director
 - B. The Police and/or Fire Department
 - C. The Emergency Management Coordinator
3. The Superintendent (Foreman, etc.) is on 24-hour call and can be reached by telephone.
4. A highway workman is on duty during winter months at the Town Garage. "Winter" is determined by weather rather than by calendar.
5. A fan-out list for key personnel in the water and sewer department and the highway department is posted in the Town office and in the highway garage.

VII. CONCEPT OF OPERATIONS:

In the event that a warning is received or a disaster or emergency occurs, the following will be instituted:

1. The Town (Administrator, Manager, etc.) or designee will report to the EOC, if activated, to provide direction and coordination of public works functions.
2. The Town (Administrator, Manager, etc.) or designee will recommend activation of the EOC if circumstances indicate.
3. Pre-impact preparations:
 - A. Notify key public works personnel
 - B. Assign duties and crews

- C. Check all appropriate equipment
 - D. Check fuel supply
4. If necessary to restore or maintain essential services:
- A. Call in former or retired department employees.
 - B. Make use of local contactors.
 - C. Contact Maine Emergency Management through the Emergency Management Director or designee for State and/or federal assistance.

VIII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

- A. The Superintendents of Water and Sewer and Highway Department are responsible for:
 - 1. Day to day and emergency operations of their department, and coordination with other Town agencies.
 - 2. An up to-date inventory of departmental resources and personnel maintained at the Town office with a copy at the town garage office.
 - 3. Clearing of debris from town roads.
 - 4. Maintaining water and sewer system.
- 5. Supplying emergency power, if needed to emergency shelters.
- 6. Coordination of emergency transportation through the Emergency Management Director or Coordinator.
- 7. Emergency operations training for department personnel.
- 8. Maintenance and repair of department emergency vehicles by department personnel.
- 9. Maintaining and updating this annex, annually or as needed, as part of the Town's emergency operations plan, testing or evaluating it annually in coordination with the Emergency Management Coordinator.
- 10. Reporting to the EOC, if opened and/or recommending opening the EOC if the situation warrants.
- 11. Emergency operations are under the general direction of the Emergency Management Director or Coordinator.
 - B. the Road Foreman is responsible for:
 - 1. Day to day maintenance equipment.
 - 2. Emergency operations instructed by the Superintendent or in the Superintendent's absence, under the general direction of the Emergency Management Director or designee.
 - C. Succession/Continuity

1. Emergency Management Director or designee.
2. Superintendent of Water and sewer Dept.
3. Foreman of Highway Dept.

IX. DIRECTION AND CONTROL:

1. Emergency Management Office is located at Rumford Fire Department.
2. The Superintendent and Foreman’s offices are located at 1022 Route 2.
3. Direction and control of emergency forces are accomplished from the town highway garage under normal operating conditions and from the Town of Rumford EOC, if activated for an emergency.
4. Maps and markers needed in the EOC to display operational activity, nature of problems, location and condition of personnel and equipment and means for further action will be placed and maintained by the appropriate Superintendent of Highway or Water and Sewer and Dept. and the Emergency Management Coordinator.

X. COMMUNICATIONS:

1. Day to day and emergency communications are maintained and operated from the highway garage.
2. The department has a radio capability for communicating with other municipal departments on municipal frequency.

XI. TRAINING AND EXERCISING:

1. Emergency operations training for department personnel will be conducted through periodic briefings and/or courses on emergency operations procedures.
2. Test exercises for department personnel will be conducted in cooperation with the Rumford Town Emergency Management Director and/or Coordinator.

XII. RESOURCES:

Rumford Highway Department Equipment

Vehicles

| <u>Unit #</u> | <u>Model Year</u> | <u>Description</u> | <u>Remarks</u> |
|---------------|-------------------|-------------------------|-----------------|
| 1 | 2006 | 3/4 ton GMC Truck | 4x4 with plow |
| 2 | 2004 | Volvo L90 Loader (3 cy) | |
| 3 | 2008 | John Deere 772 Grader | |
| 4 | 1999 | International 4x4 Truck | with plows |
| 5 | 2006 | International 4x4 Truck | Dump with plows |

| | | | |
|----|------|---|-----------------------------|
| 6 | 2001 | International Truck | Dump with plows |
| 7 | 2000 | International Truck | Sander only |
| 8 | 2004 | International Truck | Dump with plows |
| 9 | 2011 | International Wheeler | Dump with plows |
| 10 | 2004 | Western Star Wheeler | Dump with 5th wheel option |
| 11 | 2005 | International Wheeler | Dump with plows |
| 12 | 2013 | Caterpillar Loader 938K | 3 cy bucket |
| 13 | 2006 | International Truck | Dump with plows |
| 14 | 2000 | International Truck | Dump with plows |
| 16 | 2007 | Case Loader (2.5 cy) | |
| 17 | 2005 | RPM Snow Blower | |
| 18 | 1988 | Int. Low Bed Trailer | |
| 19 | 2011 | 1/2 ton Chevy Truck | with lift gate |
| 20 | 1988 | Miller Welder (portable) | |
| 21 | 1990 | Sewer Machine | with hand fed rod |
| 22 | 2003 | 3/4 Ton GMC Truck | 4x4 with plow and lift gate |
| 23 | 2008 | 1 Ton Ford Truck | 4x4 with plow and sander |
| 24 | 1996 | Johnston 610 Sweeper | |
| 25 | 1998 | Pressure Washer | |
| 26 | 1988 | Fiat Allis Bulldozer | bought in 1995 |
| 27 | 2004 | Bandit Brush Chipper | |
| 28 | 2012 | Chevy 1/2 ton Truck | 4x4 with lift gate |
| 29 | 2002 | Volvo EC150 Excavator | |
| 30 | 1955 | Geneator & Trailer | |
| 31 | 1977 | J. Deere Bulldozer 450 | |
| 32 | 2002 | Culvert Thawer | |
| 33 | 1985 | Gas Generator (2300) | |
| 34 | 1990 | Swensen Spreader (# 4) | |
| 36 | 1982 | Leroi Compressor | with 2 jack hammers |
| 41 | 1983 | 60 Gorham-Rupp Pump | |
| 42 | 2006 | Ford Tractor | |
| 44 | 2009 | Trackless Sidewalk Plow John Deere 790 | |
| 45 | 1989 | Excavator | |
| 46 | 2004 | Paving Roller: 1-1/4 ton | |
| 50 | 1988 | Curb Machine | |
| 51 | 1967 | Flex Sewer Machine | with power fed rod |
| | | Wacker Plate | |
| 53 | 2011 | Compactor | |
| 55 | 1988 | Kaboda Mud Pump | |
| 56 | 1999 | Vac-Con Vacuum Truck | |
| 57 | 2006 | Volvo BL90 Backhoe | 4x4 with extend hoe |
| | | Swensen Spreader (# | |
| 59 | 1994 | 14) | |
| 60 | 1992 | Whiteman Cement Mixer | |
| | | Wacker Plate | |
| 62 | 2011 | Compactor | |

Rumford Water District Trucks & Equipment

Vehicles

1-2008 Ford F-150 4X4
1-2008 Ford F-250 4X4
1-2003 Ford F-550 Dump

Portable Pumps

1-Gas driven Homelite Diaphragm
1-Gas driven Honda Diaphragm
1-Gas driven Honda Centrifugal

Tractors

1-2007 Volvo BL70 Backhoe

Generators

1-Truck Mounted 600 AMP gas driven Welder
1-Homelite 4400 Watt Generator

Miscellaneous

1-Sul-Air Trailer Mounted Air Compressor
1-Stihl Chain Saw
1-Stihl Pipe Saw 16”
1-Husqvarna Pipe Saw 14”

Private Contractors

| | | |
|------------------|----------|---|
| Kevin Knox | 369-0434 | Dump Trk-Backhoe-Bucket Loader-Excavator |
| Terry Bernard | 364-8346 | Dump Trks-Bucket Loader |
| NewPage | 364-4521 | Bucket Loaders-Trucks-Cranes-Pumps |
| Gary Casey | 364-4178 | Dump Trk-Backhoe-Bucket Loader-Pulp Trk with Loader |
| T.L Dickson | 364-2619 | Dump Trk-Backhoe-Skidder-Bucket Loader |
| Thorton Brothers | 364-7095 | Dump Trks-Bucket Loader |
| Archie’s Inc | 364-2425 | Dump Trk-Backhoe-Bucket Loader-Excavator |
| Steve Swasey | 369-9282 | Dump Trk-Backhoe-Bucket Loader-Excavator |

ANNEX J
EMERGENCY PUBLIC INFORMATION

I. GENERAL:

- A. Authority – See Basic Plan.
- B. Purpose-To outline the role of the Public Information service in the event of a natural or man-made disaster.

II. SITUATION AND ASSUMPTIONS:

A. Situation:

- 1. See paragraph II. A, Basic Plan.
- 2. Rumford radio station WTBM, 100.7 and WVAC can provide information and instructions to public during an emergency.
- 3. Radio Station WTBM is authorized emergency broadcasting station (EBS), authorized to provide immediate information and instructions during an emergency.
- 4. The (nearest) newspaper will be asked to publish informational and instructional material when the situation warrants.

B. Assumptions:

- 1. See paragraph II. B., Basic Plan.
- 2. Radio Station WTBM has emergency power to remain on air in the event of a power failure.
- 3. The (nearest newspaper) has emergency power also.
- 4. The local news media will be asked to cooperate with the public information officer in providing information and instructions to the public in an emergency.
- 5. The Public Information Officer (The Town Administrator, Manager, etc.) or designee will ensure that the Emergency Public information package is printed and distributed to the public.

III. MISSION:

To provide accurate and official information and instructions to the people through all available media before, during and after emergencies.

IV. EXECUTION:

A. Organization:

1. The Public Information Officer, or designee, will select personnel to assist in providing fast accurate reporting during emergencies.

B. Warning:

1. The Public Information Officer or designee will be alerted by Emergency Management if required, when any emergency situation exists.
2. The Public Information Officer, or designee, will alert his assistants.

C. Concept of Operations:

1. The Public Information Officer, or designee, will report to the EOC or alternate EOC when requested by the Emergency Management Director.
2. The Public Information Officer, or designee, will coordinate the collection and evaluation of information instructions for the public.
3. All releases, information, instructions will be cleared with the Emergency Management Director before being disseminated to the Public.
4. No releases will be made concerning bomb threats at the schools.

D. Assignment of Responsibilities:

The Public Information Officer, or designee, will be responsible for the following:

1. Maintaining a list of local news media personnel within the town together with their phone numbers.
2. Maintaining any other material necessary to carry out their assignment.
3. Maintaining a file of all news releases.
4. Establishing an information center at the EOC for the media.
5. Preparing appropriate news releases.
6. Coordinating information for public release with other emergency services.
7. Contacting the Emergency Broadcast Station, WTBM to determine EBS entry.
8. Notifying the public of information and instructions outlined in the Emergency public information package and assuring that the package is up to date.

E. Training and Exercises:

1. Training- The Public Information staff will undergo training as necessary.
2. Exercises- Test exercises may be conducted annually. The Public Information Officer will participate in, or at least be present, at the exercise.

V. ADMINISTRATION AND COMMUNICATIONS:

A. Administration:

1. The Public Information Officer will review this Annex for any possible changes on an annual basis and will coordinate revisions and /or updates with the Emergency Management Director.

B. Communications:

1. The primary communications between the public information officer and news media will be by telephone.

APPENDIX J-1
Public Information Release

The following lists the types of information that should be released to the public after approval by the Emergency Management Director.

1. NATURE OF DISASTER
 2. LOCATION OF DISASTER
 3. TIME OF DISASTER
 4. AGENCIES INVOLVED IN RESPONSE
 5. SCOPE OF AGENCY INVOLVMENT
 6. NUMBER OF CASUALTIES
 7. NATURE AND SEVERITY OF INJURIES
 8. CONDITION OF CASUALTIES AND WHERE TREATED
 9. IDENTIFICATION, AGE, SEX, ADDRESS OF CASUALTIES
- Assure that all attempts to notify next of kin have been accomplished before releasing names.

**APPENDIX J-2
MEDIA ROOM**

1. The PIO will establish a media room.
2. When the EOC is activated, access to the following area by the media will be allowed only with the Public Information Officer or a representative.
 - A. Town (Administrator's, Manager's etc.) Office
 - B. Emergency Management Director's Office
 - C. Operations Room
 - D. Communications Room

ANNEX K
RESOURCE MANAGEMENT

This Annex contains the lists of resources available to the Town of Rumford, Maine in an emergency or disaster situation.

| | | |
|------------------|----------|--|
| Kevin Knox | 369-0434 | Dump Trks-Backhoe-Bucket Loader-Excavator |
| Terry Bernard | 364-8346 | Dump Trks-Bucket Loader |
| NewPage | 364-4521 | Bucket Loaders-Trucks-Cranes-Pumps |
| Gary Casey | 364-4178 | Dump Trks-Backhoe-Bucket Loader-Pulp Trk with Loader |
| T.L Dickson | 364-2619 | Dump Trks-Backhoe-Skidder-Bucket Loader |
| Thorton Brothers | 364-7095 | Dump Trks-Bucket Loader |
| Archie's Inc | 364-2425 | Dump Trks-Backhoe-Bucket Loader-Excavator |
| Steve Swasey | 369-9282 | Dump Trks-Backhoe-Bucket Loader-Excavator |

ANNEX L HAZARDOUS MATERIALS

I. AUTHORITY:

1. U.S. Public Law 920, 81st Congress 1950 (as amended)
2. Maine State Status –Chapter 25*2101-2106
3. 29 CFR 1910 120 (OSHA Regulations)
4. Superfund Amendment and Reauthorization Act (SARA) Title III. 1986

II. PURPOSE:

To provide a hazard analysis of hazardous materials that is located in the Town of Rumford. The analysis includes fixed facilities as well as hazards on highways. This annex provides information regarding the town's response to hazardous materials emergency.

Information regarding follow-up procedures to a hazardous materials emergency is also included.

This annex lists hazmat training and plan exercise requirement.

III. HAZARD ANALYSIS:

1.1 Summary of Hazardous Materials Incidents

A few HAZMAT incidents have occurred in the Town of Rumford in the last decade. Purpose gas leaks at homes and spills or leaks at storage facilities are not uncommon. Because propane is stored and moved frequently and in high volumes, it can be expected to be involved in high percentage of HAZMAT incidents.

1.2 Hazards Identification

The hazards identification provides information on the facility and transportation situations that have the potential for causing injury to life or damage to property and environment due to a hazardous material spill or release. The hazardous materials in use at the fixed facilities and in transportation and the associated nature of the hazards are indicated in this section.

1.2.1 Extremely Hazardous Substances

NewPage Paper Division, Rumford Power and Fairpoint Communication submitted Tier II to the Oxford County Local Emergency Planning Committee and the Rumford Fire Department during the

first quarter of 2010. The Extremely Hazardous Substances (EHS) materials used at NewPage is Chlorine and Sulfuric Acid. The (EHS) at the Fairpoint Communications site is Sulfuric Acid and at the Rumford Power site the (EHS) used is Sulfuric Acid and Anhydrous Ammonia.

In addition to EHS materials, identification of the specific chemicals involved and their associated hazards could be extremely difficult during an incident.

1.2.2 Flammable and Combustible Liquids

The largest quantities of hazardous materials used in Rumford are flammable or combustible liquids: heating fuels and automotive fuels. The town has 4 automotive fuel dispensers. There are 4 heating fuel distributors in Rumford.

The town has four automotive fuel dispensing sites with various grades of gasoline and diesel fuel from underground storage tanks.

The types of HAZMAT incidents that should be anticipated at automotive fuel and heating fuel dispensing depots include spills, leaks, fire, and explosions. Spills typically result from improper valve lineups when transferring fuel or from over-filling a tank. The severity of a spill incident depends on the amount of product spilled, whether the spill is inside or outside a spill containment area, and the proximity of the spill to surface water.

Leaks can be considered a type of spill that occurs over a long period of time, if undetected, a small leak from an underground storage tank or above ground tank can result in the loss of hundreds of gallons of product with a high probability for the contamination of groundwater. In some cases, water supplies have been adversely impacted although the intensity of the response to leaks is less than the response to fires or spills, the ultimate costs of investigation and remediation can be significantly greater. The Maine Department of Environment Protection will typically monitor a leak situation for several years.

The potential for fires and explosions is related to the flash point of the liquid. Gasoline and propane have lower flash points and can be easily ignited immediately after a breach of their containment if an ignition source, such as a highway flare or hot exhaust manifold, is present, if the release occurs in a confined space, the probability of ignition and explosion is even greater. Fuel oil has a higher flash point and will generally ignite only if the liquid is heated to a temperature high enough to cause the release of large volume of vapors.

1.2.3 Other Hazardous Materials at Fixed Facilities

A number of auto body repair facilities in the town use flammable cleaning solvents in small quantities. The materials are typically purchased in five to fifty-five gallon containers; inventories maintained on-site are generally not significant.

1.2.4 Transportation of Hazardous Material Through Rumford

1.2.4.1 Highway

Highway corridor monitoring information is unavailable for the town of Rumford. Vehicle accidents are most frequently caused by poor visibility or poor road conditions, but can be exacerbated by high traffic volume, vehicle equipment failure, and impaired driver response due to drinking or other conditions.

Typical hazardous materials moving over Routes 2, 5, 108, 120, and 232 in bulk quantities would include fuel oil, gasoline, propane, and mixed gases.

1.3 Vulnerability Analysis

The impact of a hazardous materials release in Rumford will depend on the location of the incident, the characteristics of the release, and the size and types of vulnerable populations and receptors in the impact area. The areas considered most vulnerable include the populated Town of Rumford, water supplies, and the sensitive environmental areas adjacent to the tributaries of the Androscoggin, Ellis and Swift Rivers.

Major incidents occurring on Routes 2, 5, 108, 120, or 232 could disrupt traffic and essential services along those corridors until corrective action has been completed. These corridors are identified as the most probable location of a major incident.

1.4 Risk Analysis

The probability of occurrence of a given hazardous materials incident scenario will depend on many factors. The following assessment assigns low, moderate, and high probabilities to a variety of potential incidents, and discusses the potential consequences of a release.

POTENTIAL HAZARDOUS MATERIALS INCIDENTS PROBABILITY AND IMPACT ASSESSMENT

Low Probability of Occurrence

Spill at Electric Utility Substation – Quantities of transformer oils are stored in transformers and other electrical components at the electrical substations owned by the Central Maine Power. This incident could result in the release of oil to soils or surface water. The probability of this incident is considered low because of the high security requirements at substations and the low frequency of events (such as transferring oil) that could lead to a spill.

Natural Gas Pipe Line- A rupture and release from the natural gas pipe line is very low. Accidents of this nature are usually caused by private contractors excavating next to the pipe line without authorization of the pipe line company. These types of incidents are very rare and if they do occur last for a few days and depending on the location can do a lot of damage if there is an explosion.

Moderate Probability of Occurrence

Fixed Facility Accident Involving Flammable Liquids – The number of commercial, institutional, and industrial facilities storing flammable liquids or propane gas suggests that fires involving these materials will represent a significant portion of the future hazardous materials response activities in Rumford. If this incident were to occur, structural fires could result where storage is near or inside buildings. Loss of life or extensive property damage often accompanies these fires.

Vehicle Accident Involving Mixed Gases – This incident could result in the release of several hundred pounds of acetylene, carbon dioxide, oxygen, or other unidentified gases used commercially. The most probable hazard associated with these gases is their flammability. Small quantities of oxidants, toxic gases or asphyxiates (such as carbon dioxide) could also be present.

The potential for harm beyond the immediate area of the incident would appear to be small unless bulk quantities are involved.

High Probability of Occurrence

Vehicle Accident Involving Flammable Liquids – Based on the large number of vehicles transporting flammable materials relative to other hazardous materials this hypothetical incident is considered more probable than the others. The presence of a fire condition is likely. The incident would disrupt traffic flow and could result in casualties from smoke inhalation or burns to those people immediately involved in the accident or response. A spill of the liquid to surface water or soil is likely.

Fixed Facility Incident Involving Fuel Oil – Because these fuels are almost universally used for space heating in Rumford, small leaks or spills should be expected. The consequences of a release could be minor but could also involve structural fires with a large potential for property damage and loss of life.

IV. CONCEPT OF OPERATIONS:

2.1 First Responders Emergency Action Checklist

Most emergency incidents have the potential to involve hazardous materials. The first responder at the scene must immediately assess this potential; further action shall be in accordance with these procedures.

FIRST RESPONDERS EMERGENCY ACTION CHECKLIST

- * If the scene is on public highway, immediately take precautions to WARN other vehicles so that subsequent collisions will not occur. Establish traffic control.
- Assess the situation for the presence of hazardous materials, downed wires, spilled fuel, and unstable conditions. Record placard numbers, and other information to complete assessment in cruiser or engine. Maintain a safe distance from hazards. Stay upwind and upgrade.
- Use the current DOT Emergency Response Guidebook to identify hazardous materials and to identify the hazards of the specific materials involved.
- Complete the Hazardous Materials Incident Information Summary form.
- Notify the Police Dispatch or Fire Dispatch. Dispatch will in turn notify the Emergency Management Coordinator. Provide incident information and recommendations for additional resources. If hazardous materials are present, do not attempt to extricate persons or stop leaks.

2.2 Hazardous Materials Incident Information Summary

A supply of Hazardous Materials Incident Information Summary forms are kept at Rumford Fire Department.
HAZARDOUS MATERIALS INCIDENT INFORMATION SUMMARY

Caller Name: _____ Caller Phone: _____
Receiver Name _____ Date/Time: _____

Location: _____

Nature of Incident: _____

Weather Conditions: _____

Local Terrain Conditions: _____

Material and Hazard Class Involved: _____

Physical State of Material: _____

Known Exposure Hazards: _____

Other Physical Hazards (fires, flooding, utility lines, ice, etc.)

Amount of Material Released: _____

Persons at Risk: _____

Injuries or Deaths: _____

Personnel On-Scene: _____

Additional Resources Required: _____

Carrier Name (If Transportation Related): _____

Placard Information: _____

The forms are intended to allow an efficient and complete first assessment of the incident to allow follow-up action to be directed and appropriate response resources to allocate.

2.3 Notification of Response Agencies

TELEPHONE ROSTER

| | | |
|------------------------------------|----------------------------|------------------|
| Ambulance | Med-Care Ambulance | 364-8748 |
| Fire Dispatch | Rumford Fire Department | 364-2901 |
| Police | Rumford Police Department | 364-4551 |
| Town Clerk | Rumford Town Clerk | 364-4576 |
| Hospital | Rumford Community Hospital | 369-1000 |
| Red Cross | Southern Maine Chapter | 874-1192 Ext.105 |
| *National Response Center | | 1-800-424-8802 |
| *Maine State Police Troop "B" Gray | | 1-800-452-4664 |

- For a chemical release of a CERCLA hazardous substance or a SARA Extremely Hazardous Substance above the reportable quantity, immediate notification must be provided to the National Response Center and Maine State Police.

The information contained on the Hazardous Materials Incident Information Summary form should be reported. Under state and federal law, primary responsibility for notifying these agencies belongs to the carrier or facility owning or transporting the material.

Written report requirements are included in Section 3.1 of this annex. The written reports need to be filed as part of the incident recovery portion of the response.

2.4 Direction and Control

During a hazardous materials incident requiring implementation of this plan, the Incident Commander shall direct and coordinate all response activities. A command post may be established at the scene or at police headquarters as deemed appropriate by the nature of the incident. The emergency services in the field shall maintain communications with the Incident Commander by radio or telephone.

INCIDENT COMMANDERS EMERGENCY ACTION CHECKLIST

- Evaluate the release using all available product hazard, monitoring and release quantity information. Define the threat to area residents or others in the area. Establish "Hot Zones," and restricted access areas.
- Identify immediate steps to protect the lives of area residents, other persons traveling on the highway or railroad, and emergency responders, Establish Personal Protection Protocols as appropriate to the identified hazards.
- Implement the Alerting and Warning provisions of this plan as appropriate.

- Identify additional resources that may be required. Call for backup forces to wait in nearby staging area.
- Establish the hazard zone. Establish entry and exit checkpoints for contamination areas.
- Notify local and state authorities of the incident.
- Prepare public information statements.
- Coordinate the emergency response activities of emergency rescue, fire, and police services.
- Based on the evolving nature of the incident, continuously re-evaluate the need to evacuate residents and others in the areas.
- Within the limits imposed by the exposure hazards of the in incident and the training levels of the responders, contain spill materials by building dams or dikes, Remove uninvolved materials from threatened areas if feasible. Apply cooling water spray to containers threatened by fire.

2.5 Alerting and Warning

Public warning of a hazardous materials incident can be made over local radio and television stations if necessary by activating the Emergency Broadcast system. EBS can be activated by the Oxford County Emergency Management Agency through the Oxford County RCC. Callers should provide the information summarized on the Hazardous Materials Incident Information Form.

Oxford County RCC

1-800-733-1421

Loudspeakers are available in fire trucks and police cruisers. These could be used to provide instructions to residents in local area. Door to door warning procedures may also be used.

2.6 Emergency Information

The Emergency Management Coordinator will disseminate official information and instructions to public when in his/her judgment a potential for public harm is present. An emergency message must indicate what has happened, what can be expected to happen, and what measures people should take to protect themselves. Evacuation instructions should explicitly describe the importance of leaving the area quickly and where to go. If an extensive evacuation is required, involving more than one family for more than 12 hours, a place of refuge will be designated.

A sample emergency message would be: “At (. Time), Rumford emergency personnel were notified that an incident had occurred, resulting in the release of toxic chemicals. Residents of (the specific area involved) are advised to leave the area immediately.

All efforts are being made to control the release. Local state and Federal officials have been notified. Additional details will be released as they become available.”

2.7 Protective Actions for Citizens

If there an immediate life- threatening situation, the Emergency Management Coordinator may order a precautionary evacuation of affected areas. Once the decision to evacuate has been made, the following procedures will be carried out:

1. Persons in the designated area will be notified by loudspeaker or word of mouth that the area must be evacuated. The Town's Police Department will assume primary responsibility for carrying out these Alerting and Warning procedures.
2. The Police Chief will set up roadblocks to control access to and from the area.

Sheltering of residents or others in buildings may be an effective alternative to evacuation when the duration of a release is expected to be short and when mass evacuation could result in greater exposure to risk. Persons who take shelter in-place should observe the following procedures:

- Close all doors and windows.
- Disconnect air conditioners and fans
- Lower the thermostat setting of any heater to minimize the intake of external air.
- Do not leave the structure until an "all-clear" has been so sounded or situation has ended or been down graded.

2.8 Law Enforcement

The Rumford Police will play a primary role in establishing traffic control and access control during the early stages of an incident. If an evacuation is ordered, they will also provide security and property protection to the homes and businesses in the evacuated area.

2.9 Fire and Rescue

Fire and injured persons often accompany hazardous materials incidents. The Incident Commander shall regulate access to a hazardous materials scene by fire fighters and emergency rescue personnel to control risk exposure.

Environments where potentially IDLH (Immediately Dangerous to Life and Health) concentrations of any hazardous material may be present are only to be entered by persons trained to the Technician or Specialist level.

Firefighters are primarily responsible for fighting fires and must avoid unnecessary hazardous materials exposures. Extrication of injured persons will usually involve entry into a hazardous condition. Rescue personnel must wear proper protective equipment and clothing when conducting rescues as indicated by the Incident Commander.

2.10 Health and Medical Services

The Town of Rumford receives ambulance services from Med-Care Ambulance. Medical services are provided by the Rumford Community Hospital in Rumford. Chemical-specific treatment and decontamination protocols for EMS personnel leaving an incident scene will be specified by the Incident Commander if the potential for spreading hazardous materials contamination is present. The Incident Commander is also responsible for notifying the hospital of the materials to which incident casualties have been exposed.

2.11 Ongoing Incident Assessment

Incidents evolve with time. If the situation is not brought under control quickly, a fire may involve other structures, pressures may build up and rupture fluid systems or structures may collapse. The Incident Command must anticipate these possibilities. The impact of an unstable, evolving incident on hazardous materials releases must be continuously reevaluated and response and resource allocations adjusted to best deal with the incident.

2.12 Local Resources

The Town of Rumford has, through its various operating departments and private contractors, the following equipment and other resources which could be used in a hazardous materials incident:

Rumford Fire Department (207) 364-2901

Vehicles

- 1- 1250 GPM, 2000 gal. Triple Comb.
- 1- 1250 GPM, 2500 gal. Tanker
- 1- 1250 GPM, 1000 gal. Triple Comb. With deck gun
- 1- 1250 GPM, 1000 gal. CAFS
- 1-110 ft. Aerial Ladder rear mount , Quint with 1500 GPM pump and 1000 GPM Master Stream.
- 1-4x4 Rescue
- 1-4x4 Command Vehicle

Generators

- 1-Trailer Mount 25KW gas
- 2-2500 Watt gas

PORTABLE PUMPS

- 1-300 GPM
- 3-700 GPM

Miscellaneous

- 3-Ground monitors with stacked tips 750 GPM
- 1-1000 gal. Folding Tank
- 1-Electric PPV Fan
- 2-Gas PPV Fans
- 60 gals. Rockwood 3% Foam
- 1-In line Foam applicator
- Spill absorbent equipment (Booms, pads and speedy dry)

Hose

- 5,700 ft. – 1 3/4"
- 4,700 ft. – 2 1/2"
- 4,500 ft. - 4"

Rescue

- 2-Hurst Tool with Jaws
- 2-Hurst Tool with Scissors
- 3-Hurst Rams
- 1-Set Rescue Jacks
- 1-Utility Trailer with Rescue Boggin Sled and Rescue Alive Sled
- 5-Cold water suits
- Water rescue equipment

Rope rescue equipment

Radios

Prime- 154.340

State Fire- 154-310

SCBA

34-With 55 Spare Tanks (Scott 2.2's and Scott 4.5's)

1-Cascade System for filling tanks

Personnel

22 Available Men

Boat

1-14 ft. Aluminum with oars & 2 Life Jackets

Rumford Police Department (207) 364-4551

5- Cruisers, with radio communications and public address systems and current DOT guidebook.

Dispatch desk also has copy of current DOT guidebook.

Rumford Highway Department (207) 364-4481

Dump trucks, front-end loader, sand stockpile.

2.13 Spill Containment

Spills of petroleum products and other hazardous materials are an anticipated effect of most hazardous materials incidents. Confinement of a liquid spill to the smallest possible area will minimize the potential for release of the materials to surface waters as well as the amount of contaminated soil that will result. This is usually accomplished by constructing earth berms or dikes to pool the liquid in an area where it could be recovered or removed for disposal. Earth materials and earth moving equipment are required to construct these containment areas. The Incident Commander will be responsible for assuring that persons involved in spill containment are not exposed to hazardous materials without appropriate personal protective clothing and equipment.

V. INCIDENT RECOVERY

3.1 Written Reports

Any carrier or person in charge of a facility when a hazardous material spill occurs is responsible for preparing written reports documenting the incident. The reports must be completed within 14 days of the release and must be filed with:

- State Emergency Response Commission
C/o Maine Emergency Management Agency
Senior Hazardous Materials Planner
State House Station #104
Augusta, Maine 04333

- Oxford County Local Emergency Planning Committee
26 Western Avenue
South Paris, Maine 04281
- Maine Department of Environmental Protection
Bureau of Remediation and Waste Management
17 State House Station
Augusta, Maine 04333
- Maine Bureau of Health
Environmental Health Division
11 State House Station
Augusta, Maine 04333
- Maine Department of Labor
Bureau of Labor Standards
Workplace Safety & Health Division
45 State House Station
Augusta, Maine 04333
- U.S. EPA National Response Center
Region I
60 Westview Street
Lexington, Massachusetts 02173
- (Carriers Only: DOT Form F 5800.1)
Information Systems Manager, DHM-63
Research and Special Programs Administration
Department of Transportation
Washington, DC 20590-0001

Written reports must include the cause of the release, actions taken to respond to and control the release, known or suspected health risks and any medical requirements of exposed persons, and actions taken to avoid recurrence.

3.2 Ongoing Incident Assessment

After the immediate risks to life associated with an incident are brought under control, additional hazards may still be present that will need to be monitored and remediated. For example, the first hazard associated with a spill of petroleum products may be the fire risk. Once this risk has been addressed by containing the materials, an amount of contaminated soil may remain with a considerable threat to groundwater, surface water, air quality or drinking water quality. Often the facility at which the release has occurred will have the best equipment for monitoring airborne releases.

A post-incident investigation should also be conducted to determine the cause of the release and the efficiency of the response operation; and to identify corrective measures that could be taken to prevent recurrence. Conditions, which contributed to the cause of the incident, should be identified. These might include: personnel error, violations, and mechanical or construction defects, defects in the training of facility or carrier employees, or acts of God.

Normally the assessment of environmental damage or impacts on public health from a hazardous materials incident is responsibility of the Maine Department of Health.

3.3 Resource Inventory and Maintenance

As soon as practical after any response, an inventory check shall be completed of all emergency response equipment owned by the Fire Department, Police Department and Public Works Department. Missing or damaged items or equipment shall be repaired or replaced.

VI. TRAINING AND PLAN ASSESSMENT:

4.1 Training of Responders

4.1.1 First Responder Awareness Level Training

The Town of Rumford Fire Department has 15 call firefighters trained to the awareness level in accordance with 29 CFR 1910. 120(q) (6) (i). The primary purpose of this level of training is to allow for the initiation of the provisions of this emergency response plan by persons that may witness or discover a hazardous material release. Rumford will continue to train call firefighters to this response level.

Persons trained to this level have developed an understanding of the following aspects of incident response:

- a. Hazardous materials recognition and the risks associated with them in an incident.
- b. Potential outcomes possible when hazardous materials are present at an incident.
- c. Ability to recognize and identify hazardous materials from placards and other warning labels.
- d. An understanding of the responsibilities of the first responder awareness individual for communications, site security and hazard recognition.
- e. Ability to assess the need for additional emergency response resources and to make the necessary notifications to obtain their response.

4.1.2 First Responder Operations Level Training

The Town of Rumford Fire Department has trained 0 members at the operations level in accordance with 29 CFR 910.120(q) (6) (I D). The primary purpose of this level of training is to contain a release of hazardous materials from a safe distance, to keep from spreading and to prevent exposures. Rumford encourages members of the Fire Department to enroll in operations level training courses and anticipates training one or two individuals at this level as needed.

Firefighters trained to this level have developed the following capabilities above the awareness level training:

- a. Knowledge of basic hazard and risk assessment techniques.
- b. Selection and use of personal protective equipment.

- c. Understanding of basic hazardous materials terms.
- d. Knowledge of basic control, containment and/or confinement operations within the limits of equipment and resources available to their units.
- e. Knowledge of basic decontamination procedures.
- f. Understanding of the relevant standard operating procedures and termination procedures.

Additional Town of Rumford Firefighters will complete first responder operations level training as time and resources permit.

4.1.3 Hazardous Materials Technician

The Town of Rumford Fire Department has trained 10 members at the Technician level. The primary purpose of this level of training is to allow aggressive response to a release by plugging or patching or otherwise stopping the release. In addition to the training required for Operations level response, hazardous materials technicians have knowledge in the following areas:

- a. Procedures for implementation of the employer's emergency response plan.
- b. Use of field survey equipment for the identification and verification of known and unknown materials.
- c. Use of the Incident Command System with the response unit.
- d. Selection and use of personal protection equipment.
- e. Hazardous and risk assessment techniques.
- f. Use of equipment and techniques for containment of releases.
- g. Decontamination.

4.1.4 Hazardous Materials Specialist

The hazardous materials specialist assists the hazardous materials technician in any containment response activity and in addition may coordinate the release of technical information to the media pertaining to exposure risks. In addition to the training and knowledge required for the technician level, hazardous material specialists have knowledge in following areas:

- a. Procedures for the implementation of the State Emergency Response Plan.
- b. Preparation of Site and Health Plan.

4.1.5 On Scene Incident Commander

The incident commander shall have at least 24 hours of training equal to the first responder operations level and in addition have knowledge in the following areas:

- a. Implementation of Town Incident Command System.
- b. Implementation of Town Emergency Response Plan.
- c. Hazards and risks to employees working in protective clothing.
- d. Implementation of the State Emergency Response Plan and the Federal Regional Response Team.
- e. Decontamination procedures.

The Town of Rumford does not have any individuals trained at the Specialist levels at the present time. NewPage Paper Division has several people.

4.1.6 Certification of Training Levels

Awareness level certification can be achieved by a competency demonstration or formal training. Certification at the operations level requires completion of eight hours of training or a combination of experience and competency demonstrations. Hazardous materials technician, specialist and on – scene incident commander levels require 24 hours of classroom training in addition to the competency demonstrations. Training & Education and Oxford County Local Emergency Planning Committee.

Testing the Plan

This plan will be tested annually to identify operational deficiencies and procedural improvements that should be adopted. The Rumford Emergency Management Coordinator will initiate the exercises and chair a committee that implementation of procedural improvements.

In addition to annual testing of the plan, an assessment of the plan should also be completed after each incident that required the plans' implementation.

Assessment of the plan at either of these two times should focus on the following aspects of the incident:

- a. Were the appropriate persons listed on the telephone rosters notified? Were individual names and telephone numbers current? Were state and federal response agencies notified?
- b. Were responders informed of the hazards of materials at the scene prior to entry? Were additional materials discovered after the initial size up? Was the recommended personal protective equipment appropriate to all exposure hazards discovered?
- c. Was response equipment in working order?
- d. Were all persons at risk evacuated to a safe area? Was the public kept advised of the severity of the progress of corrective actions?
- e. Were all written reports properly prepared and filed?
- f. Did all aspects of the response comply with current OSHA Health Department, Agency of Natural Resources, and Department of public safety regulations?

4.3 Updating the Plan

Annually or as a result of the assessment completed under section 5.2, the plan should be reviewed for necessary modifications. Revision pages will be issued to all holders of the plan. The revision will be recorded on the Revision Sheet.

ATTACHMENT 1 - FLOODING

NATURE OF THE HAZARD

Rumford is a hilly area and has no lakes and three rivers. There are several streams; The Androscoggin River, Ellis River, Swift River and several streams and brooks that during high water flow, flow very high and fast are located in Town. The Town of Rumford has 2 dams. 2 of these dams are of high or significant hazard. Low hazard dams should also be considered due to the fact that many dams are aging and could potentially be deteriorating. Property damage could be significant in a dam failure event, with a possible loss of life.

RISK AREA

There are several homes and business structures in areas with a potential for major flooding, some of these homes are subject to destruction, and some 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. Route 2
2. Route 5
3. SouthRumford Road

DIRECTION AND CONTROL

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

WARNING

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

RESOURCE MANAGEMENT

The Town of Rumford does have a public works department, and equipment. Some road work associated with flooding may require a contract for repairs. The Maine Department of Transportation may be available for roadway repairs in the advent of a life emergency.

ATTACHMENT 2 - SEVERE WINTER STORMS

NATURE OF THE HAZARD

The Town of Rumford is very susceptible to severe winter storms. Western Maine can receive a great deal of snow and ice and air temperatures can drop to 30-50 deg F below zero. A large portion of Rumford's roads are paved and maintained by the public works department with the state DOT maintaining a small amount.

RISK AREA

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

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

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

DIRECTION AND CONTROL

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

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

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

RESOURCE MANAGEMENT

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

ATTACHMENT 3 – SEVERE SUMMER STORMS AND HURRICANES

NATURE OF THE HAZARD

The Town of Rumford is susceptible to severe summer storms, and on occasion, a hurricane. Western Maine receives on average about 3 or 4 major summer storms a decade. These storms can wash out roadways and culverts as well as other damages associated with flooding. Only about a dozen tropical storms/hurricanes have occurred in the county in the past century. Risk of damage from a hurricane remains medium, and could result in rivers and streams flooding as well as damage to power lines from high winds.

Severe summer storms are thunderstorms, tropical storms, and hurricanes. Thunderstorms are far more numerous and much less severe in effect and duration. The primary effect is in producing short-term high winds, including microbursts. Tropical storms are a lot less likely than thunderstorms, but more likely than a hurricane.

RISK AREA

Towns in the lower portion of the County would be most susceptible to hurricane damage, such as high winds, severe rains, and storm water flooding of wetlands.

It would be easy for some residents to be unable to leave their homes due to impassible road conditions. Culverts, bridges, and other road washouts could keep residents in their homes. The major concern is the difficulty for emergency response by EMS and Fire Protection Services.

Finally, the electrical power distribution system is very susceptible to damage by high winds 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

Rumford is responsible for conducting debris clearance and closing flooded roads from the municipal maintained roadways. The Maine DOT is responsible for the same on state-maintained highways. During a severe summer storm, either additional resources will be contracted or the removal times will be lengthened. Rumford Fire Department may also be used to help clear tree debris from roadways.

The Board of Selectmen and EM Director should consider activating the EOC during an extended severe summer storm or hurricane. The EOC will organize water supply, emergency food supplies, and disaster volunteers for disaster response, setting up shelters, and collecting damage assessment information.

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

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

RESOURCE MANAGEMENT

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

ATTACHMENT 4 - FOREST FIRES / WILD FIRES

NATURE OF THE HAZARD

Rumford is primarily forest land and some fields. Therefore, during long dry periods, the town is very susceptible to grass fires and forest fires. Most will be minor incidents that the Rumford 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 several residents are completely surrounded by forest land. The town roads are tree lined over the majority of the mileage. During a large scale wildland fire, many roads could be blocked by burning trees and brush. Residents could very well be trapped within the forest fire with no way to reach safety. The Rumford 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 Oxford County Regional Communications Center. The Rumford 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 or Fire Chief should immediately request such support through the Maine Forest Service and Oxford County EMA. The EOC will be activated.

WARNING

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

- 1) The nature of the emergency and current situation
- 2) What areas are affected?
- 3) What actions need to be taken by which residents?
- 4) Roads that are closed
- 5) Where can volunteers go to help?

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

EVACUATION

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

RESOURCE MANAGEMENT

Town vehicles are limited to the Fire Department's 7 vehicles and the highway departments several dump trucks, 2 bulldozers. However, several town residents do have logging equipment and bulldozers that can be used to open emergency evacuation routes and create fire breaks.

ATTACHMENT 5 – EARTHQUAKES

NATURE OF THE HAZARD

An earthquake is a sudden, violent shaking or movement of part of the earth's surface caused by the abrupt displacement of rock masses, usually within the upper 10 to 20 miles of the earth's surface. Historically, Maine has had regular occurrences of earthquakes; however, none of them have ever caused significant damage. A very large percentage is too small to even be felt. There have been no active faults identified, however, the possibility of a destructive earthquake occurrence cannot be totally discounted.

The earthquake hazard may be ground motion, a ground surface fault rupture, and liquefaction of the ground, landslides, and tsunamis. An earthquake can cause structural and utility damages, dam failure, vehicle accidents and HAZMAT incidents. Earthquakes were rated as a medium hazard in the Oxford County Hazard Mitigation Plan.

RISK AREA

An earthquake is possible anywhere in the State of Maine. However, both modern and historical records indicate somewhat higher activity in the eastern, central, and southwestern parts. The largest earthquakes felt in Oxford County have occurred in 1940, 1973, 1997 and the latest, in 2000, centered in the Rumford-Mexico area. The State has a 2% chance of a magnitude 6.0 earthquake to occur anywhere in Maine in the next 50 years. Most structures in Maine have not been constructed to withstand an earthquake of that magnitude, though some Oxford County communities have adopted the BOCA National Building Code. The greatest danger to life from a significant earthquake is from falling objects, broken glass and structural failure. Dam failures, loss of utilities, damage to infrastructure, damage to property and danger of fire from ruptured gas lines may also occur as a result of a significant earthquake.

DIRECTION AND CONTROL

Should a severe earthquake of magnitude 6.0 and greater strike, there would be a great need for fire fighting as well as search and rescue of persons trapped in damaged or collapsed structures. Each municipality will be responsible for conducting damage assessment in their communities and reporting this information to the Oxford County EOC. The County EOC will consolidate the reports and transmit this information to the State EOC. This information is needed to determine the severity and extent of injuries and damages. The data gathering effort should provide much of the information the municipal, County and State EOCs will need to implement and prioritize response actions for search and rescue activities, entry control to impacted area, debris clearance, restoration of utilities and transportation repairs, and the inspection, condemnation, and or demolition of buildings and other structures.

COMMUNICATIONS

Communications will be maintained between the Oxford County Emergency Operations Center (EOC), the Incident Commander, the first responders and the Municipal EOCs. A destructive earthquake could affect telephone, cell phone, television and radio transmission capabilities. Communications may need to be completed by HAM radios or by couriers.

WARNING

An earthquake will occur without any prior warning.

EMERGENCY PUBLIC INFORMATION

The flow of accurate and timely emergency information is critical to the protection of lives and property immediately following a major earthquake. If it is functioning, the news media will be the public's primary source of information, from both official and other sources, over the course of the emergency.

The Town of Rumford's EOC Public Information Officer will immediately establish a Media Center and contact the local television and radio stations. Information to safeguard the public from the current hazards will be made available for transmission to the public.

The Public Information Officer will:

1. Give survival tips for people on what to do during and immediately after an earthquake.
2. Give warnings and advice on the continuing threat of fire, unsafe areas, building collapse, aftershocks, and other hazards.

EVACUATION

A major evacuation from the Rumford area that is hit by at least a magnitude 6.0 earthquake is not likely due to the topography and types of buildings in Oxford County. Even a severe earthquake will not likely cause a ground surface fault rupture or landslides and there are very few tall buildings in the town

Localized areas may need to be evacuated. Individuals may need to relocate from their homes if the homes are structurally unsound. This limited individual evacuation will not cause traffic congestion anywhere in the County. However, roads could be blocked with debris.

MASS CARE

Mass care shelters in Oxford County should not be used during such an event unless they have been evaluated by structural engineers for their ability to resist a major earthquake.

RESOURCE MANAGEMENT

The Town of Rumford will contact the County EMA office when requesting additional resources

ATTACHMENT 6 - HAZARDOUS MATERIALS ACCIDENT and RADIOLOGICAL EMERGENCIES

NATURE OF THE HAZARD

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

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

RISK AREAS

Route 2 and Route 108 are primary transportation corridors for tanker trucks carrying bulk fuels (gasoline, heating oil, propane, etc). Route 2 and Route 108 has 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.

Another possible transportation corridor for carrying HazMat is the Pan AM Railroad line, there are HazMat transported on this line.

The largest concentration of stored fuels is at the Community Energy bulk plant, CN Brown bulk plant and on the Newpage paper mill property. There are 4 gas stations, fuel oil dealers, or propane dealers in Rumford. There are/are not no chemical processing or waste treatment plants in the community.

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

CONCEPT OF OPERATIONS

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

Personnel will assess the hazards, keeping in mind the personal safety of department personnel, as well as the safety of others who may be present. The IC will record the incident information on the Maine EMA AR-1 form and will report the information to the OCRCC. The IC will assess the situation from a safe distance. Binoculars are located on the Engine. The IC will refer to the current US DOT Emergency Response Guidebook (ERG) for guidance.

The IC will request technical support from the Regional Response Team, the Decontamination Strike Team, and the Maine Department of Environmental Protection, Emergency Spill Response Team, by contacting the OCRCC. 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 OCRCC and Maine DEP.

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

The Fire Department will implement traffic and crowd control procedures, using road blocks as much as possible. The IC will determine what protective actions (evacuations or shelter-in-place) outside the Hot Zone will be implemented. The current USDOT ERG will be consulted for initial isolation and protective action distances. Evacuees must be moved to a safe place of refuge using routes that will not cause exposure to the HazMat.

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

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

Hospitals that may potentially treat victims will be notified as soon as the possibility of victims or contaminated personnel exists.

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

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

DIRECTION AND CONTROL

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

ADMINISTRATION AND LOGISTICS

All Rumford Firefighters receive annual HazMat: Awareness Training. Currently 15 members are trained at the Awareness level and 10 at the HazMat: technician level. Training is accomplished in accordance with 29 CFR 1910.120(q). Immediately following a HazMat response, the Fire Chief will debrief the responders to determine the summary of response activities, health and safety issues, any immediate problems and the corrective actions for future responses.

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

ATTACHMENT 7 – HOSTILE INCIDENT AT SCHOOL

NATURE OF THE HAZARD

Rumford 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 High School. Although a political terrorist attack is very unlikely, a domestic incident by an individual or several individuals attacking students is within the realm of possibility. A small improvised explosive device (IED) or an attack with small arms will be the most likely weapons for terrorists to utilize in an attack.

RISK AREA

Our children are very important, so even remote chances for an incident at a School must be prepared for in order to safeguard our most precious resource. Rumford has law enforcement personnel and also assistance from the Oxford County Sheriff's Department and Maine State Police. There are no security personnel at the High School and elementary schools, 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 Oxford County Regional Communications Center must be notified. Consideration by the School District should be given to establishing two-way radio communications, since it would be very easy for a terrorist to cut the telephone lines.

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

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

WARNING

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

EVACUATION

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

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

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

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

ATTACHMENT 8 – UTILITY FAILURE

NATURE OF THE HAZARD

Due to the rural nature of the community, Rumford is very susceptible to a utility failure. Severe winter or summer storms, ice storms, hurricanes, and wind storms all have the potential to cause a great deal of damage to the overhead power lines that run along tree lined roads. It is extremely likely that such an event would be regional in nature and therefore little help is expected from neighboring communities.

RISK AREA

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

DIRECTION AND CONTROL

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

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 Oxford 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 Oxford County EOC to determine what shelters have been established in the County and which may be used by Rumford residents.

ATTACHMENT 9 – PANDEMIC INFLUENZA

NATURE OF THE HAZARD

An epidemic is a widespread outbreak of an infectious disease where many people are infected at the same time. Epidemics occur when an infectious disease spreads beyond a local population, lasting longer and reaching people in a wider geographical area. The delay between exposure and onset of an illness, the incubation period, is characteristic of infectious diseases. The incubation period may range from several hours to a few weeks, depending on the exposure and pathogen. Experts agree that an influenza pandemic (global epidemic) is inevitable, though no one knows when the next influenza will occur.

RISK AREA

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

DIRECTION AND CONTROL

The Board of Selectmen and EM Director should consider activating the EOC during an influenza pandemic. The EOC will coordinate efforts with the County, private or non-profit medical and disaster relief organizations. School administrators will decide if conditions warrant school closure. The Health Officer and EM Director will relay conditions to the County EOC.

RESOURCE MANAGEMENT

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

Contact between EOC members will be kept at a minimum to minimize risk; therefore a central EOC location may not be established.