

VILLAGE OF SALEM EMERGENCY OPERATIONS PLAN



Prepared by

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Village of Salem
181 Main Street
Salem, New York 12865**

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PREFACE

The purpose of the Village of Salem Emergency Operations Plan is to define a set of procedures that can be applied to address a hazardous incident, either large or small, that primarily affects the Village. Since disasters differ in important ways, it is impossible to plan for every contingency. Highly detailed operational procedures are avoided in the plan in favor of a streamlined all-hazard preparedness approach. This plan is structured to provide Village officials and participating agencies the basis for a coordinated approach for the application of resources to the management of a disaster incident. The intent is to minimize the impacts to people, property, public services, and the local economy and to efficiently restore normal community conditions.

Most domestic incidents affecting the Village are typically handled by emergency units within the Village jurisdiction. These are situations that are within the capabilities and available resources of the responding Village unit or units and their support groups. Most responses need go no further. In the event of a disaster, catastrophe, or similar public emergency within the territorial limits of the Village, or in the event of reasonable apprehension of immediate damage thereof or that public safety is imperiled thereby; the Mayor may declare a local state of emergency. This would apply in those situations that begin with an incident involving a single response discipline within the Village that expands beyond the limits of local resources and requires significant County and State resources and operational support. Major emergencies and disasters are unique events that present communities and emergency personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of local government. In those situations the Mayor will exercise authority to call upon those outside resources to provide any additional assistance required to meet the emergency. This response plan has been created to address both small incidents within the capacity of the Village resources and large emergencies that extend beyond that capability.

The authority for the mayor to proclaim a local state of emergency within the territorial limits of the Village is granted under Article 2-B § 24(1) of the New York State Executive Law. Upon such a declaration, Article 2-B authorizes the Mayor to issue any local emergency orders necessary to protect life and property or bring the emergency under control. Id., § 24(1)(a)-(f), (6). The mayor is also authorized to use "any and all facilities, equipment, supplies, personnel and other resources [of the municipality] in such manner as may be necessary to cope with the disaster or any emergency resulting therefrom". Id., § 25(1). If an emergency is beyond the capabilities of the Village, the Mayor may also "request and accept assistance from any other political subdivision and may receive therefrom and utilize any real or personal property or the services of any personnel thereof on such terms and conditions as may mutually be agreed to by the chief executives of the requesting and assisting political subdivisions". Id., § 25(3).

The emergency procedures as defined in this plan also comply with the guidelines and structure presented by the National Incident Management System (NIMS) established by the U.S. Department of Homeland Security. The NIMS provides a consistent nationwide approach for federal, state and local governments to work effectively and efficiently

together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size or complexity. The Homeland Security Presidential Directive (HSPD-5), Management of Domestic Incidents, requires all Federal Departments and agencies to adopt the NIMS and use it in their individual domestic incident management programs. The directive also requires adoption of the NIMS by state and local organizations as a condition for Federal preparedness assistance (through grants, contracts, and other activities) beginning in FY 2005. The Village of Salem Emergency Operations Plan has been constructed to be in compliance with all Department of Homeland Security directives. The Village Emergency Operations Plan is also in compliance with the duties and responsibilities of village officials as specified in the Handbook for Village Officials prepared by the New York State Conference of Mayors and Municipal Officials.

The command structure in the Village Emergency Operations Plan follows the Incident Command System structure define by the NIMS.

The intent is not to describe all of the details of the NIMS as it applies to the Salem Incident Response Plan, but to provide sufficient description to enable an action to be initiated. As an incident develops, where specific procedures are not provided, the general NIMS guidelines are expected to apply.

The Village Emergency Operations Plan also identifies those resources and facilities directly available in the Village and Town that can be made immediately available as well as the identification of and the means of locating individual responders necessary to deal with an incident.

SECTION I SITUATION AND VULNERABILITY

A. Situation

The Village of Salem is located in Washington County, in the eastern section of the State, adjacent to the Vermont border. The Village covers an area of 1897 acres and has a population of 964 (2000 census). Maps and annotated aerial photos showing the principal features of the Village are provided in the Map Addendum. State Route 22 is the north/south artery providing access to the Village. Western access is by means of County Route 30 (West Broadway) and eastern access is by means of County Route 153 (East Broadway). A rail line enters the Village from the south, provided by the Batten Kill Railroad Inc., operating out of Greenwich, New York. A map showing the main access routes and local streets is available in the Map Addendum.

The Village has a volunteer fire department that serves the Village, the Town of Salem, and the Town of Jackson. The fire protection districts served are shown on a map in the Map Addendum. The fire stations are located on S. Main Street (Route 22) and West Broadway (Route 30) in the Village. The Fire Department Office is located in the Village Office in Proudfit Hall at 181 S. Main Street. The Fire Department's emergency operation organizational structure complies with the NIMS requirements.

Law enforcement is provided by the Washington County Sheriff's Department with a sub-station south of the Village on State Route 22 and by the State Police with a barracks on Route 29 outside the Village. Contact numbers are provided in the Emergency Response Quick Reference Guide section of this plan.

The Village Municipal Water System facility is located at 53 Stanton Hill Road in the Village. The facility grounds contain three water wells, the water storage tank, the water control room, the water office and a storage barn. The Village Highway Department equipment is garaged in the storage barn on the same site. The Village Municipal Water System has an emergency plan in effect for reporting emergencies at public water systems that is in accordance with New York State Department of Health (DOH) requirements. A copy of the plan and its emergency contact list is available in the Incident Command Post.

Ambulance service is provided by the Salem Rescue Squad with a facility located at 152 East Broadway in the Village. The Salem Rescue Squad operates under a formalized Standard Operating Procedure in full cooperation with the Salem Volunteer Fire Department and the Washington County Sheriff's Department.

The Salem Health Center at 213 N. Main Street in the Village is an annex of the Glens Falls Hospital in Glens Falls.

There is a Central School System in the Village on one central campus with an enrollment of approximately 900 students in grades K through 12. The school is located on East Broadway and serves Salem, Hebron, Shushan, Jackson, and Greenwich in New York and

the town of Rupert in Vermont. School system buses transport the students to and from their service areas to the school campus. Emergencies affecting the Central School System are handled in accordance with the School District Project S.A.V.E. plan (Safe Schools Against Violence in Education) as required by and filed with the State Education Department. Project S.A.V.E. Plans include cooperation with the Washington County Emergency Management Office and the use of the NIMS Incident Command System.

Primary economic activity in the Village is conducted by retail outlets for food, fuel, and general services. Businesses in the Village are a fuel oil supplier on Railroad Street, a lumber yard on Thomas Street, and a Funeral Home on East Broadway.

The nearest hospital is the Glens Falls Regional Hospital, located in Glens Falls.

B. Vulnerability

Floods: Floods are the most probable natural cause of emergencies or disasters. Winter thaws accompanied by rain and snow melting are more likely to be responsible for major flooding. Summer or fall storms cause some lowland flooding. White Creek which flows through the center of the Village has been the cause of several flooding 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 the village that are located in designated flood plains. The mountainous areas comprising the watershed outside the Village are contributors to this phenomenon. The frequency of extreme weather events fluctuates from year to year.

Winter Storms: Winter storms with snow, ice and freezing temperatures in various combinations are fairly commonplace. The Village is geared to handle most winter emergencies. A potential for emergency exists when such storms also result in loss of electric power, leaving a 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 the Village of Salem. A hurricane hit Salem in 1938. Most windstorms result in downed trees, damaged phone and power lines, and crop losses.

Wildfire: Wildfires are possible in the forested and grassland areas of the Village during late summer and early fall. Fire detection methods are basically good, with special efforts being made during fire seasons.

Explosion – Uncontrollable Fire – Building or Structural Collapses: A multi-dwelling or multi-structure fire or structural collapse possibly induced by an explosion or a highly combustible agent is always a potential threat. Resources beyond the capabilities of the Village could be required for firefighting, medical aid, and evacuation.

National Emergency: National emergencies, including a possible attack by foreign interests, are not as likely as during the cold war. Since the Village is dependent upon outside resources for a large percentage of food and fuel supplies, any situation which might affect this system could have a severe impact upon the town's population.

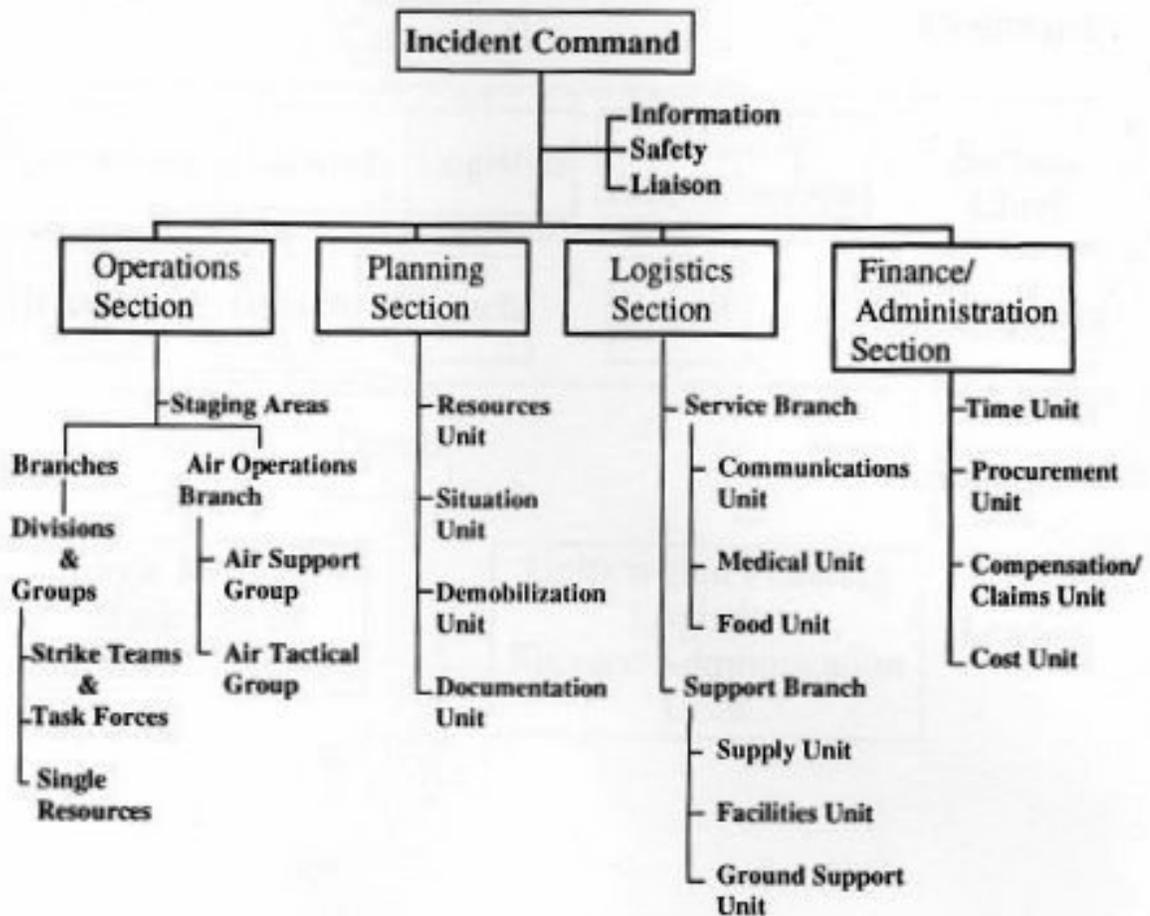
Hazardous Materials: These substances lead the list of potential hazards which could impact the Village. Fuels are the most widespread materials likely to create problems. Hazardous chemical spills caused by accidents involving tanker trucks carrying those materials through the village are also sources of possible HAZMAT incidents.

Aircraft Crashes: The Village of Salem is located on the flight paths of large commercial passenger aircraft entering and leaving air terminals in the New York and Boston metropolitan areas. Small private planes are also common in the local air space and in bad weather could become involved with the surrounding hilly terrain.

SECTION II COMMAND AND MANAGEMENT

A. The Incident Command System

The Village of Salem Emergency Operations Plan management structure is modeled after the Incident Command System (ICS) established by the NIMS. The ICS is an organizational structure for managing facilities, equipment, personnel, procedures, and communications for any domestic incident that may occur within the Village. The Incident Command System (ICS) was developed to provide federal, state, and local governments, as well as private and not-for-profit entities, with a consistent framework for the preparation for, response to, and recovery from any incident or event, regardless of the size, nature, duration, location, scope, or complexity. It is used to organize a broad spectrum of emergencies, from small to complex, both natural and man-made. Its purpose is to define a chain of command that is consistent in multi-jurisdictional and multi-agency incident responses, in order to enable them to interact efficiently. A very broad definition of the ICS structure is presented below.



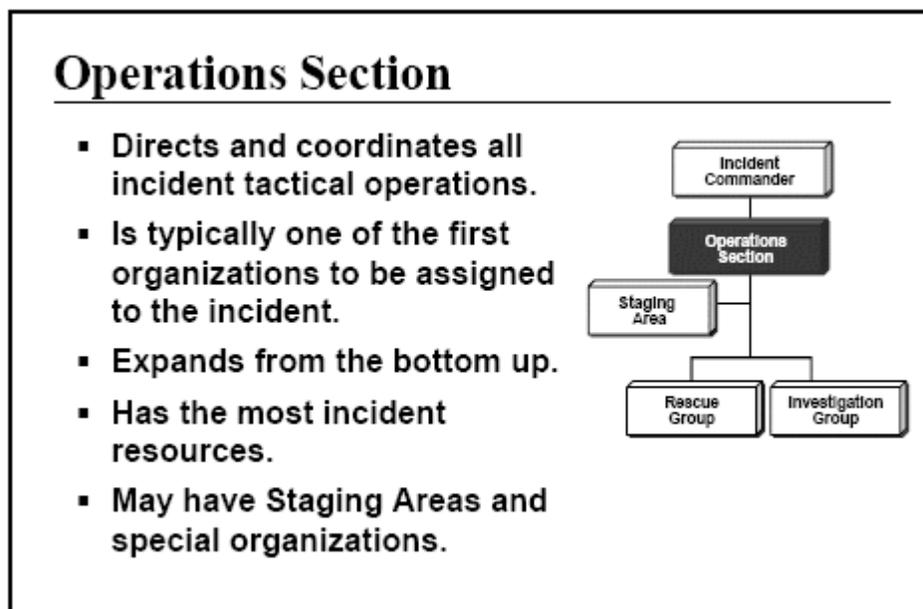
B. ICS FUNCTIONS

The duties and responsibilities of all the functional disciplines are explained in detail in the NIMS. The principal management functions will be briefly presented here.

- **Command**

The Incident Commander has primary responsibility for all incident or event activities. For the Village, that position falls within the jurisdiction of the Mayor as defined by the laws of the State of New York. The Mayor as Incident Commander will perform the major ICS functions of Operations, Logistics, Planning, and Finance/Administration until it is determined that the authority for one or more of these functions should be delegated. The Mayor will also perform the Command Staff functions of Information, Safety, and Liaison until determining that one or more of those functions also should be delegated. The Mayor as Incident Commander may have one or more deputies. For those incidents that originate in the Village and progress outside the Village or present a threat to Town residential property or lives, appointment of the Town Supervisor as a deputy Incident Commander would be customary. In future references to the Incident Commander it will be presumed that that position is occupied by the Mayor unless otherwise designated.
- **Operations**

The Operations Section is responsible for directing the tactical actions to meet incident objectives. The duties and responsibilities of the Operations Section and the relationship to the Incident Commander are depicted in the figure below.



The Incident Commander would normally designate the Village Volunteer Fire Department to act as the Operations Section for most incidents in the Village with the Fire Chief as the Operations Section Chief. This is because of the facilities and equipment available to that organization together with the manpower that is trained to respond to a wide variety of hazardous incidents. The Operations Section can expand to include law enforcement, rescue squad, public health, and emergency services working together as a unit or in combination. These would be considered functional groups that are managed by their own Supervisors. The working relationship between the fire department and the rescue squad for example makes this a natural arrangement.

- **Planning**
The Planning Section is responsible for the collection, evaluation, and display of incident information, maintaining status of resources, and preparing the Incident Action Plan and incident-related documentation.
- **Logistics**
The Logistics Section is responsible for providing adequate services and support to meet all incident or event needs.
- **Finance/Administration**
The Finance/Administration Section is responsible for keeping track of incident related costs, personnel, and equipment records, and administrating procurement contracts associated with the incident or event.

Each of these functional areas can be expanded as needed into additional organizational units with further delegation of authority.

C. COMMAND STAFF

Three important staff functions are the responsibility of the Incident Commander. They are Information, Safety, and Liaison. These responsibilities will be performed by the Incident commander unless the responsibility is delegated to one of the following people:

- 1. Information Officer: The Information Officer is the central point for dissemination of information to the news media and other agencies and organizations.**
- 2. Safety Officer: The Safety Officer assesses hazardous and unsafe situations and develops measures for assuring personnel safety.**
- 3. Liaison Officer: The Liaison Officer is the point of contact at the incident for personnel from assisting or cooperating agencies.**

Even though all the positional functions illustrated on the ICS organizational chart are available to the Incident Commander, they are only activated in response to the needs of

the incident. Incidents often begin with a single response discipline where the Officer In Charge assumes the role of the Incident Commander while acting within his or her existing authority. For example, a fire chief has the authority (as part of the job description) to serve as an Incident Commander at a structural fire. The final responsibility for the resolution of the incident remains with the Mayor. It is imperative that the Mayor or his deputy remain an active participant, supporter, and evaluator of the incident as it develops from a minor event to a major one.

SECTION III INCIDENT FACILITIES

A. The Incident Command Post

The Incident Command Post (ICP) is the location at which the primary command functions are performed. The Incident Commander is located at the ICP. This will be the designated location for all incidents. The initial location for the ICP will be the Village Office in Proudfit Hall at 181 S. Main Street. This location is convenient since it houses both the Village Office and the Fire Department Office with their readily available facilities and resources. Within Proudfit Hall there are three telephone lines to expedite communication. Several rooms are available to sector off the incident responders for tactical meetings and work groups. The computer facilities of the fire department and the Village are also located there. Names and addresses of personnel and organizational contacts are on the fire department computer and geographic data concerning the Village is available from a Geographic Information System (GIS) on the Village computer. An emergency generator is in place and has been exercised weekly.

In the event that Proudfit Hall is not usable, an alternate site for the ICP is the Water Department building at 53 Stanton Hill Road in the Village. This site is more restrictive relative to space and communications since it consists of an office and attached garage and only one phone line. A computer with a Geographic Information System is available and additional computer records can be imported for ICP needs. The Water Department building also has an emergency generator in place.

B. The Mobilization and Staging Area

The Mobilization and Staging Area is a location where operations personnel report for tactical assignments and equipment and supplies are stored for operational assignment. This is the place where operations personnel check in on first notification of an incident. It is the location where briefings and instructions are given, assignments issued, special support requirements are arranged, and communication instructions are provided. The Mobilization and Staging Area is under the jurisdiction of the Operations Group. There may be more than one staging area depending on the scope of the incident. Alternate Staging Areas are established by the Operations Chief.

For the Village, the initial Mobilization and Staging Area for any incident will be the Fire Station on West Broadway. This location is also conveniently located next to the ICP located in the same building complex.

C. The Communication Center

The incident Communication center will be located in the ICP. The ICP will contain the names, addresses, and phone numbers of the Incident Commander and all principal emergency response organizations and their members and officers. These will include County and state agencies that may be called on if local resources are over extended.

SECTION IV MULTI-AGENCY SUPPORT SERVICES

A. County Emergency Services

County responsibilities are closely related to the responsibilities of the local levels of government within the County (cities, towns and villages) to manage all phases of an emergency. The County has the responsibility to assist the local governments in the event that they have fully committed their resources and are still unable to cope with any disaster. The County agency that has direct responsibility for assisting local emergencies is:

**Washington County Office of Emergency Services
Washington County Municipal Center
383 Broadway
Fort Edward, NY 12828
Telephone: (518) 747-7520 (Staffed 24 hrs./day)
FAX: (518) 746-2157 T.D.D. (518) 746-2146
Director: Bill Cook**

The Office of Emergency Services has informed the Village that it does not have to exhaust all of its resources before calling on that office for assistance. At the earliest indication that a local situation may develop into a major incident, a call to that office for assistance is warranted. The Office of Emergency Services has prepared a Comprehensive Emergency Management Plan that details the services it provides to local communities. A copy of that plan is in the Incident Command Post. The plan is also a valuable reference source for a comprehensive set of emergency procedures. Those procedures will be utilized as an integral part of the Village Emergency Operations Plan. The plan is updated periodically to insure its currency.

B. American Red Cross

Red Cross disaster relief focuses on meeting people's immediate emergency disaster-caused needs. When a disaster threatens or strikes, the Red Cross provides shelter, food, and health and mental health services to address basic human needs. In addition to these services, the core of Red Cross disaster relief is the assistance given to individuals and families affected by disaster to enable them to resume their normal daily activities independently. The Red Cross also feeds emergency workers, handles inquiries from concerned family members outside the disaster area, provides blood and blood products to disaster victims, and helps those affected by disaster to access other available resources. Red Cross chapters across the country are required to respond with services to an incident within two hours of being notified. These local chapters conduct disaster training as well as planning and preparedness, to help them respond quickly and effectively when a disaster occurs.

Primary responsibility for the general health of a community following a disaster rests with the local public health authorities and local medical, nursing, and health resources. Ill or injured persons normally look to their own physicians or the usual community health facilities for the type of care they need. The Red Cross supplements the existing community health care system when disasters threaten or strike. The Red Cross coordinates its disaster health services efforts with those of the local health authorities and the medical and nursing communities. Contact information for the local Chapter of the American Red Cross is:

**American Red Cross
Adirondack Saratoga Chapter
74 Warren Street
Glens Falls, NY 12801**

E-mail: rauc@usa.redcross.org

Phone: 518-792-6545

Fax: 518-792-8586

C. State Emergency Management Office (SEMO)

The mission of the New York State Emergency Management Office (SEMO) is to protect the lives and property of the citizens of New York State from threats posed by natural or man-made events. To fulfill this mission, SEMO coordinates emergency management services with other federal and state agencies to support county and local governments. SEMO routinely assists local government volunteer organizations and private industry through a variety of emergency management programs. These programs involve hazard identification, loss prevention and planning, training, operational response to emergencies, technical support, and disaster recovery assistance.

During disasters, SEMO coordinates the emergency response of all State agencies to ensure that the most appropriate resources are dispatched to impacted areas.

Salem is in State Emergency Management Office Region III. The SEMO central office is located in Albany with regional offices located throughout the State. Contact SEMO at the following locations:

**State Emergency Management Office
1220 Washington Avenue
Suite 101, Building 22
Albany, NY 12226-2251
State Emergency Coordination Center - Staffed 24 Hrs (518) 457-2200**

Region III Phone number: (518) 793-6646 email: postmaster@semo.state.ny.us

SECTION V PUBLIC SAFETY

A. Emergency Warning System

Information and warnings to the public that a threatening condition is imminent or exists can be accomplished through the use of the following resources. Though public warning may, in many cases, be implemented solely by on-scene personnel.

1. A County computerized telephone notification system called Hyper-Reach--this system can be used as the first means for early warning, particularly for designated areas. The advantage of this system is that an emergency message can be delivered over the phone very rapidly to a large number of residents. The phone message will say, "This is an emergency message from Washington County" followed by the specifics of the emergency and the instructions for the appropriate action. The system keeps track of calls that are not answered or are busy and makes repeat calls until they are answered. The system does not work during a power outage for phones that require an external power source. Additional warning measures are needed under those circumstances. The Washington County Office of Emergency Services manages the Hyper-Reach system and must be called to implement it. Presently, the County has assumed the cost of making emergency telephone calls for requests that are real emergencies.

2. Emergency service vehicles with siren and public address capabilities--many police and fire vehicles are equipped with siren and public address capabilities. These vehicles may be available, in part, during an emergency for "route alerting" of the public.

3. Door-to-door public warning can be accomplished in some situations by the individual alerting of each residence/business in a particular area. This can be undertaken by any designated group such as volunteer firefighters or sheriffs deputies visiting each dwelling in the affected area and relating the emergency information to the building occupants. To achieve maximum effectiveness, the individual delivering the warning message should be in official uniform.

4. A siren warning alarm can be created to act as a precursor of a more extensive warning to residents that may be directly affected by an active or impending emergency. Because the only siren is installed on the Village fire station with a limited warning range, a door-to-door warning procedure will also be required to insure that all affected residents have been notified. The present fire siren has a range of approximately 0.7 miles and covers a major portion of the village. A pictorial representation of the fire siren coverage is shown on Figure 4 in the Maps Addendum. The siren warning signal will be defined and a suitable announcement will be arranged through the local news media.

B. Evacuation Procedures

In an emergency, it may be necessary for the residents to be temporarily evacuated from an area of the Village that is threatened. A very extensive set of evacuation procedures has

been established in Appendix 6, Mass Evacuation Annex, of the Washington County Emergency Management Plan. These procedures will be used as the basis for evacuation planning for the Village. The following procedures will supplement those procedures and will be followed for evacuations to shelters within the Village or Town territorial limits. Evacuation of Village residents outside of the Village or Town limits will be coordinated through the Washington County Office of Emergency Services.

1. Where feasible, Village residents requiring evacuation may provide their own transportation by means of their own private vehicles to a staging area or to the designated shelter.

2. Transportation for the evacuation of Village residents outside the Village limits can be provided by the Salem Central School System buses. This can be accomplished only for those emergency incidents that do not occur during normal school hours while the school is in session. Procedures for contacting school authorities for authorization to use the buses for this purpose and to assemble the necessary bus drivers are available in the Incident Command Post. These procedures will include contacting the School Superintendent who will be responsible for:

- Providing school buses to transport residents to evacuation centers or shelters.
- Notifying school bus drivers to report to transport residents to evacuation centers or shelters.

At other times, County and State resources will be utilized.

3. In order to meet the special needs of persons who would need special assistance during evacuation and sheltering because of physical or mental handicaps, a registry of names and addresses of disabled persons within the Village will be retained in the Incident Command Post. A voluntary registry will be offered to the Village residents with disabilities. A public notice of the availability of the voluntary registration program will be implemented to enable the identification of those who may need this assistance.

4. It will be the responsibility of the Incident Commander or his Operations Chief to designate the proper evacuation route that will insure a safe departure from the threatened area without encountering obstacles.

C. Shelters

The contact names and phone numbers of those designated as responsible for those facilities that are potential emergency shelters are maintained at the Incident Command Post. The shelters named are in the Village of Salem or at convenient locations in neighboring Villages and Towns. Any arrangement for shelter outside the Village or Town would be coordinated through the Washington County Emergency Services Office.

Salem Central School – Located on E. Broadway

The gymnasium and auditorium spaces may be used as shelter areas at the school. There is sufficient space and the necessary bathroom facilities to accommodate the number of

people that would be expected in any major emergency in the Village. Cots would have to be imported for any overnight stay. Kitchen facilities are also available if food preparation was required. An emergency generator is not currently available in the event of a power failure. The School Superintendent will be responsible for:

- Providing the school for use as an emergency shelter;
- Providing school buses, if necessary, to transport residents to the shelter;
- Notifying school bus drivers to report to transport residents to the shelter;
- Coordinate activities with respect to maintenance, use and operation of the facilities being used by the shelter.

Holy Cross Catholic Church – Located on N. Main Street

The basement or annex of Holy Cross Catholic Church is available for use as a shelter area. The basement area has a space of 50ft. by 30 ft. There are limited toilet facilities and no emergency generator. A kitchen is on site for some food provisioning. The Pastor will be responsible for:

- Providing the church basement as an emergency shelter;
- Coordinating activities with respect to maintenance, use and operation of the facility being used as a shelter.

Salem Courthouse – Located on East Broadway

The Salem Courthouse has limited space available, but can accommodate as many as 250 people in the 2nd floor courtroom. A functioning emergency generator can supply emergency power for light and heat in the event of a power outage. An onsite kitchen can be utilized for food preparation if necessary. The Salem Town Supervisor will be responsible for:

- Providing the courthouse for use as an emergency shelter;
- Coordinating activities with respect to maintenance, use, and operation of the facility being used as a shelter.

Proudfit Hall – Located at 181 S. Main Street

The community room has a space measuring 30 ft. by 46 ft. and can accommodate varying numbers of people on chairs, at tables, on cots. There are three toilets in the building. A small kitchen can serve hot drinks and some food items. The Incident Commander will be responsible for;

- Providing Proudfit Hall as an emergency shelter;
- Coordinating activities with respect to maintenance, use, and operation of the facility being used as a shelter.

White Creek Fire Department – Located in White Creek on County Route 68
The White Creek Fire House recently acquired an emergency generator.

American Legion Hall – Located on County Route 22 in Cambridge
Captain Mason Post # 634 just outside the Village of Cambridge is designated a permanent shelter and has an emergency generator installed.

Spiritual Life Center – located in Easton at 575 Burton Road

Mathew Baker, director of the Christ the King Spiritual Life Center has volunteered the 612 acre facility for use as a regional emergency shelter. The retreat has room to sleep 250 and soon will have additional room for approximately 36 more. The complex has a handful of emergency generators, defibrillators, a well stocked pantry and staff trained in CPR and first aid. All buildings are accessible to people with physical disabilities. It is the type of place that is set up with food, shelter and bedding in anticipation of a crisis.

SECTION VI EMERGENCY SUPPORT FUNCTIONS

A. Salem Volunteer Fire Department

The Village of Salem Fire Department currently has 43 members. The Department serves the Town of Salem, except the Shushan area, and part of the Town of Jackson. A map displaying the fire protection district is provided in the Map Addendum to this report. The Department has the following pieces of equipment:

1. 1990 ETA-443 Engine Tanker Truck with 1000 gal. capacity at 1250 gpm.
2. 1996 ETA-442 Engine Tanker Truck with 1000 gal. capacity at 1250 gpm.
3. 2001 Rescue Truck 4x4
4. 2002 Attack Truck, 1-Ton 4x4 with 250 gal. capacity at 1000 gpm.

The trucks along with their fire-fighting equipment are housed in two locations in the Village. Two trucks are kept in part of the Proudfit Building and two in the Fire Company owned building on South Main Street. The Fire Department responds to all types of fires, hazardous materials incidents, automobile accidents, and other emergencies as required.

The Shushan Fire Department provides fire protection for the hamlet of Shushan located in the southern portion of the Town of Salem. The Shushan Fire House is located on County Route 64 in Shushan.

B. Salem Rescue Squad

The Salem Rescue Squad, with approximately 25 members, operates out of 152 East Broadway in the Village. The Rescue Squad serves the surrounding area including the Town and Village of Salem, the Towns of Hebron, Jackson, and East Greenwich, and Rupert and W. Rupert in nearby Vermont. Major pieces of equipment housed at the Squad Building are two Medtec ALS equipped ambulances, both in good condition, and a smaller Tomahawk ALS equipped ambulance. The building also houses all the necessary medical supplies for the performance of squad duties.

C. Salem Family Health Center

The Salem Family Health Center is affiliated with the Glens Falls Hospital in Glens Falls. In addition to general health services, physical therapy, ophthalmology, and obstetrics/gynecology are available. The health center is staffed with one doctor and has limited opening hours only during weekdays. Because of limited resources, it is not equipped or staffed to provide extended services in emergencies.

D. Helicopter Emergency Evacuation Site

A site has been selected on the Salem Central School Campus that can be used as a medical helicopter landing site that is clear of obstructions and located near the Village center. The

site is part of the athletic area containing soccer, baseball, and football fields. The site has convenient access and has been used in the past for the evacuation of automobile accident victims under the direction of the Salem Volunteer Fire Department. A map showing the location of the site is provided in the Maps Addendum. The geographic coordinates of the location are shown on the map. The coordinates can be relayed to the helicopter pilot on his way to the area in order to locate the point precisely and to avoid delays in defining a suitable location.

The Operations Chief will be responsible for preparing the helicopter landing site prior to its arrival and informing the pilot of wind velocity and direction during the landing. He will also be responsible for setting the procedures to insure the safe movement of all personnel in close proximity to the helicopter during the evacuation.

E. PUBLIC WORKS

The equipment and personnel of the Highway Departments of both the Village and Town are available to be used wherever required in an emergency. The facilities of both departments can be utilized for clearing debris from roads, road repair, and bridge damage control.

SECTION VII MUTUAL AID AGREEMENTS

A. Town of Salem

A general understanding is in place between the Town of Salem and the Village of Salem regarding the availability of the others services and facilities in any emergency situation. This cooperative arrangement has been in place and has worked successfully in the past and will continue into the future. Of particular benefit is the working arrangement between the Highway Departments of the Town and Village for the sharing of equipment and manpower in these special circumstances.

This reciprocal arrangement includes the use of Proudfit Hall and its facilities as the Incident Command Post for any emergency that occurs in the Town of Salem that has a need for this space and its services. The Town Supervisor will act as the Incident Commander in those situations.

Village of Salem Emergency Response Contact Telephone Numbers

| Title | Name | Telephone |
|--------------|-------------|------------------|
|--------------|-------------|------------------|

