

**TOWN OF THOMPSON  
VILLAGE OF MONTICELLO**

***COMPREHENSIVE EMERGENCY  
MANAGEMENT PLAN***



Town Board Adopted: December 19, 2006

Village Board Adopted: January 02, 2007

## Advisory

This plan represents general guidelines, which can be modified by emergency personnel as appropriate. This plan does not create any right or duty that is enforceable in a court of law.

This plan applies to both the Town of Thompson and the Village of Monticello governing bodies. **PLEASE NOTE:** that any and all mention of Town/Village indicated in this plan shall apply to both the Town of Thompson and or Village of Monticello.

After an Emergency situation arises the Emergency Services Committee shall hold a debriefing to review the outcome of said situation and to make any necessary recommendations.

**TOWN OF THOMPSON & VILLAGE OF MONTICELLO  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

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# EXECUTIVE SUMMARY

## Introduction

This plan results from the recognition on the part of local government and state officials that a comprehensive plan is needed to enhance the Town's ability to manage emergency/disaster situations. It was prepared by Town officials, in coordination with County, working as a team in a planning effort recommended by the New York State Emergency Management Office. This plan constitutes an integral part of a statewide emergency management program and contributes to its effectiveness. Authority to undertake this effort is provided by both Article 2-B of State Executive Law and New York State Defense Emergency Act.

The development of this plan included an analysis of potential hazards that could affect the Town and an assessment of the capabilities existing in the Town to deal with potential problems.

## Comprehensive Approach

Dealing with disasters is an ongoing and complex undertaking. Through implementation of risk reduction measures before a disaster or emergency occurs, timely and effective response during an actual occurrence, and provision of both short and long term recovery assistance after the occurrence of a disaster, lives can be saved and property damage minimized.

This process is called Comprehensive Emergency Management to emphasize the interrelationship of activities, functions, and expertise necessary to deal with emergencies. The plan contains three sections to deal separately with each part of this ongoing process.

## Management Responsibilities

Town departments' and agencies' emergency management responsibilities are outlined in this plan. Assignments are made within the framework of the present Town capability and existing organizational responsibilities.

Town/Village intends to use the Incident Command System (ICS) to respond to emergencies. ICS is a management tool for the command, control, and coordination of resources and personnel in an emergency.

Town/Village responsibilities are closely related to the responsibility of the county level of government to manage all phases of an emergency. The Town/Village may be called to assist the other local governments in the county in the event that other towns/villages have fully committed their resources and are still unable to cope with any disaster. Sullivan County has the responsibility to assist the Town/Village in the event the Town/Village has fully committed its resources, and is still unable to cope with a disaster. Similarly, New York State is obligated to provide assistance to the County of Sullivan after resources have been exhausted and the county is unable to cope with the disaster.

The plan describes in detail the centralized direction of requests for assistance and the understanding that the governmental jurisdiction most affected by an emergency is required to involve itself prior to requesting assistance.

Specific emergency management guidance for situations requiring special knowledge, technical expertise, and resources may be addressed in separate annexes attached to the plan. Examples of this type of situation are emergencies resulting from hazardous chemical releases, dam failure, and power outage.

### Conclusion

The plan provides a general all-hazards management guidance, using existing organizations, to allow the Town/Village to meet its responsibilities before, during and after an emergency.

## **TOWN OF THOMPSON & VILLAGE OF MONTICELLO COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

# **I. GENERAL CONSECRATIONS AND PLANNING GUIDELINES**

### **A. Policy Regarding Comprehensive Emergency Management**

1. A wide variety of emergencies caused by nature or technology, result in loss of life, property and income, and disrupt the normal functions of government, communities and families, and cause human suffering.
2. The Town/Village government must provide leadership and direction to prevent, mitigate, respond to; and recover from dangers and problems arising from emergencies in the Town/Village.
3. Under authority of Section 23 of the New York State Executive Law, The Town/Village is authorized to develop a Comprehensive Emergency Management Plan to prevent, mitigate, respond to and recover from emergencies and disasters. To meet this responsibility, the Town/Village of has developed this Comprehensive Emergency Management Plan.
4. This concept of Comprehensive Emergency Management includes three phases:
  - a) Risk Reduction (Prevention and Mitigation)
  - b) Response
  - c) Recovery

5. Risk Reduction (Prevention and Mitigation):

- a) Prevention refers to those short or long term activities, which eliminate or reduce the number of occurrences of disasters.
- b) Mitigation refers to all activities which reduce the effects of disasters when they do occur.
- c) Section II of this Plan, Risk Reduction, describes activities to prevent or minimize the impact of hazards in the Town/Village.

6. Response

- a) Response operations may start before the emergency materializes, for example on receipt of advisories that floods, blizzards, or ice storms could impact the jurisdiction. This increased readiness response phase may include such pre-impact operations as:
  - > Detecting, monitoring, and assessment of the hazard
  - > Alerting and warning of endangered populations
  - > Protective actions for the public
  - > Allocating/distributing of equipment/resources
- b) Most response activities follow the immediate impact of an emergency. Generally, they are designed to minimize casualties and protect property to the extent possible through emergency assistance. They seek to reduce the probability of secondary damage and speed recovery operations.

7. Recovery

- a) Recovery activities are those following a disaster to restore the community to its pre-emergency state to correct adverse conditions that may have led to the damage, and to protect and improve the quality of life in the community. It includes risk reduction actions to prevent or mitigate a recurrence of the emergency.

**B. Purpose and Objectives of the Plan**

- 1. This Plan sets forth the basic requirements for managing emergencies in the Town/Village:
- 2. The objectives of the Plan are:
  - a) To identify, assess and prioritize vulnerabilities to emergencies or disasters and the resources available to prevent or mitigate, respond to, and recover from them.
  - b) To outline short, medium and long range measures to improve the Town/Village's capability to manage hazards.

- c) To provide that the Town/Village government, in concert with County government, will take appropriate actions to prevent or mitigate effects of hazards and be prepared to respond to and recover from them when an emergency or disaster occurs.
- d) To provide for the efficient utilization of all available resources during an emergency.
- e) To provide for the utilization and coordination of County, State, and Federal programs to assist disaster victims, and to prioritize the response to the needs of the elderly, disabled, low income, and other groups which may be inordinately affected.
- f) Provide for the utilization and coordination of state and federal programs for recovery from a disaster with attention to the development of mitigative programs.

### **C. Legal Authority**

This Plan, in whole or in part, may rely upon the following laws for the power necessary for its development and implementation:

- 1. New York State Executive Law, Article 2-B
- 2. New York State Defense Emergency Act, as amended
- 3. Federal Robert T. Stafford Disaster Relief and Emergency Assistance Act

### **D. Concept of Operations**

- 1. The primary responsibility for responding to emergencies rests with town/village government, and with the Town Supervisor and/or Village Manager based upon jurisdiction.
- 2. Town/Village government agencies and the emergency service organizations play an essential role as the first line of defense.
- 3. Responding to a disaster, the Town/Village is required to utilize its own facilities, equipment, supplies, personnel and resources first.
- 4. The Town Supervisor/Village Manager has the authority to direct and coordinate disaster operations and may delegate this authority to the Town/Village Emergency Services Coordinator.
- 5. The Town/Village will utilize the Incident Command System (ICS) to manage all emergencies requiring multi-agency response. The Town/Village recommends and encourages all emergency services organizations in the Town/Village to utilize ICS.

6. When Town/Village resources are inadequate, the Town Supervisor/Village Manager or his/her designee may obtain assistance from other political subdivisions and the County government.
7. A request for County assistance will be made to the Sullivan County Emergency Management Office, through the Town Supervisor/Village Manager or the designee.
8. The County Manager has the authority to direct and coordinate County disaster operations, and may coordinate responses for requests for assistance for the local governments.
9. The Sullivan County Emergency Management Office is responsible for coordinating County emergency management activities.
10. The Sullivan County Emergency Manager may coordinate requests for assistance from other political subdivisions within Sullivan County, and with other counties in the State.
11. When the disaster is beyond the resource and management capability of Sullivan County, the Sullivan County Emergency Manager may request State assistance through the State Emergency Management Office.
12. State assistance is supplemental to local emergency efforts.
13. Direction and control of State risk reduction, response and recovery actions is exercised by New York State Disaster Preparedness Commission (DPC), coordinated by the State Emergency Management Office. The Sullivan County Emergency Management Office will assist the Town/Village, and serve as a liaison to the State.
14. Upon the occurrence of an emergency or disaster clearly beyond the management capability and emergency resources of State and local governments, the Governor may find that federal assistance is required and may request assistance from the President by requesting a declaration of a major disaster or emergency.

#### **E. Plan Maintenance and Updating**

1. The Town/Village Emergency Services Committee is responsible for maintaining and updating this Plan.
2. All Town/Village departments and agencies are responsible for annual review of their emergency response role and procedures, and provide any changes to the Town Clerk by February 1<sup>st</sup> of each year.
3. The Plan should be reviewed and updated annually with revised pages distributed by April 1<sup>st</sup> of each year.

**TOWN OF THOMPSON & VILLAGE OF MONTICELLO  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**II. RISK REDUCTION**

**A. Town/Village Hazard Mitigation Planning**

1. The Town Supervisor/Village Manager has designated the Town/Village Highway Superintendent as the central point of contact for hazard mitigation.
2. The Town/Village Highway Superintendent is responsible for coordinating with the County Hazard Mitigation Coordinator in reducing hazards potentially affecting the Town/Village.
3. All Town/Village agencies will participate in risk reduction activities with the Town/Village Highway Superintendent.
4. The Town/Village Highway Superintendent will participate as a member of the Town/Village Emergency Services Committee.

**B. Identification and Analysis of Potential Hazards**

1. The Town/Village Emergency Service Committee, in coordination with the Sullivan County Emergency Manager, will:
  - a) identify potential hazards in the Town/Village, and outside of Town boundaries that could affect the Town/Village (*See Appendix 5– List of Potential Hazardous Sites in the Town of Thompson & Village of Monticello.*)
  - b) determine by the probable impact each of those hazards could have on people and property
  - c) delineate the geographic areas affected by potential hazards, plot them on maps, and designate them as hazard areas (*See Appendix 6– Map of Potential Hazardous Areas in the Town of Thompson & Village of Monticello.*)

Significant potential hazards to be identified and analyzed include natural, technological, and human-caused hazards.

2. To comply with (1) and (2) above, hazards that pose a potential threat have been identified and analyzed by the Town/Village Emergency Services Committee using the program *HAZNY*, provided by the State Emergency Management Office.

3. This hazard analysis:
  - a) provides a basic method for analyzing and ranking the identified hazards, including identification of geographic areas and populations at risk to specific hazards
  - b) establishes priorities for planning for those hazards receiving a high ranking of significance
  - c) was conducted in accordance with guidance from the Sullivan County Emergency Management Office, and the New York State Emergency Management Office
  - d) after completion in September 2006 was-submitted to the Sullivan County Emergency Management Office.
4. The rating and ranking results of the hazard analysis are found in Attachment 1.
5. The complete Hazard Analysis results are located in the Town Hall/Village Hall, and the County Emergency Management Office.

### **C. Risk Reduction Policies, Programs and Reports**

1. Town agencies will coordinate with Sullivan County in promoting policies, programs and activities to reduce hazard risks in their area of responsibility
  - a) Examples of the above are:
    - > to encourage the adoption of building codes that are cognizant of and take into account significant hazards in the Town/Village
    - > promote compliance with and enforcement of existing laws, regulations, and codes that are related to hazard risks, e. g., building and fire codes, flood plain regulations
    - > encourage Town/Village Public Works Departments to address dangerous conditions on roads used by hazardous materials carriers.
2. The Town Board/Village Board of Trustees of Town/Village is responsible for land use management of Town/Village owned land and the review of land use management actions throughout the Town/Village, including authorizing Town/Village land use management programs
3. In all of the above activities, the Town Board/Village Board of Trustees will take into account the significant hazards in Town/Village

4. The Town/Village Emergency Services Committee will participate in risk reduction workshops, sponsored by Sullivan County, and will meet bi-annually to identify specific hazard reduction actions that could be taken for those hazards determined by the hazard analysis to be most significant.
5. A report of proposed hazard reduction activities will be presented to the Town Supervisor/Village Manager and the Sullivan County Emergency Manager for consideration and funding.

#### **D. Emergency Response Capability Assessment**

1. Periodic assessment of the Town/Village's capability to manage the emergencies that could be caused by the hazards identified in the Town/Village is a critical part of Risk Reduction.
2. The Emergency Services Committee will, every three years:
  - a) assess the Town/Village's current capability for dealing with those significant hazards that have been identified and analyzed, including but not limited to:
    - > the likely time of onset of the hazard
    - > the impacted communities' preparedness levels
    - > the existence of effective warning systems
    - > the communities' means to respond to anticipated casualties and damage
3. To assist the Emergency Services Committee in its assessment, the Town/Village Emergency Services Coordinator, in coordination with the Sullivan County Emergency Manager, will conduct table-top exercises based upon specific hazards and hazard areas identified by the Committee.
4. The Emergency Services Committee will identify emergency response shortfalls and make recommendations for implementing corrective actions to the Emergency Services Coordinator and the Town Supervisor/Village Manager.

#### **E. Training of Emergency Personnel**

1. The Town/Village Emergency Services Coordinator, in coordination with the Sullivan County Emergency Manager, has the responsibility to:
  - a) arrange and provide, with the assistance of the New York State Emergency Management Office, and the New York State Office of Fire Prevention and Control, training programs for Town/Village emergency response personnel.
  - b) Encourage and support training for Town/Village emergencies.
  - c) such training programs will:

- > include information on the characteristics of hazards and their consequences and the implementation of emergency response actions including protective measures, notification procedures, and available resources
  - > include Incident Command System (ICS) training, focusing on individual roles
  - > provide emergency personnel with the skills necessary to help reduce or eliminate hazards and increase their response capability
  - > be provided in crisis situations, that requires additional specialized training and refresher training
- d) conduct periodic exercises and drills to evaluate capabilities and preparedness that tests major portion of the elements and responsibilities in the Town/Village Comprehensive Emergency Management Plan and to test readiness of warning and communication equipment.
2. Volunteers participating in emergency services such as fire and rescue operations, ambulance services, first aid and other emergency medical services, Red Cross, United Way of Sullivan County, RACES, CAP, should be trained by these services in accordance with established procedures and standards

#### **F. Public Education and Awareness**

1. The Sullivan County Emergency Management Office, is responsible for:
- a) providing education on hazards to the young adult and adult public in the County
  - b) making the public aware of existing hazards in their communities
  - c) familiarizing the public with the kind of protective measures the County has developed to respond to any emergency arising from the hazard
2. The Town/Village will participate in such activities, including offering Town/Village facilities for use to conduct public education forums.

#### **G. Monitoring of Identified Hazard Areas**

1. All Town/Village agencies will be cognizant of known hazards in the Town/Village, so as to detect a hazardous situation in its earliest stages. *(See Appendix 5 – List of Potential Hazardous Sites in the Town of Thompson & Village of Monticello.)*
2. As a hazard's emergency is detected, this information is to be immediately provided to the Sullivan County Emergency 9-1-1 Communications Center and disseminated to Town/Village officials per protocol.

3. When appropriate, monitoring stations may be established regarding specific hazard areas where individuals responsible to perform the monitoring tasks can be stationed.
4. Monitoring tasks include detecting the hazard potential and taking measurements or observations of the hazard. Examples of such are rising water levels, toxic exposure levels, slope and ground movement, mass gatherings, the formation and breakup of ice jams, shore erosion, dam conditions, and the National Weather Service's Skywarn program.
5. All Town/Village hazard monitoring activity will be coordinated with the Town Supervisor/Village Manager, and the Sullivan County Emergency Management Office.

**ATTACHMENT 1: HAZARD ANALYSIS RESULTS  
FOR TOWN OF THOMPSON & VILLAGE OF MONTICELLO**

using *HAZNY* as provided by the State Emergency Management Office

**RANKINGS**

Town of Thompson & Village of Monticello

<u>Hazard</u>	<u>Rating</u>	<u>Classification</u>
Terrorism		
Flood		
Ice Storm		
Transportation Accident		
Fire		
Utility Failure		
Winter Storm (Severe)		
Severe Storm		
Wind Storm		
Displaced Persons		
Earthquake		
Hazmat in Transit		
Tornado		
Hazmat at Fixed Site		
Ice Jam		
Explosion		
Epidemic		
Structural Collapse		
Oil Spill		
Dam Failure		
Drought		
Wildfire		
Radiological in Transit		

These results of the Hazard Analysis were reported by the Town of Thompson & Village of Monticello Emergency Planning Committee on

**ATTACHMENT 2:TOWN OF THOMPSON & VILLAGE OF MONTICELLO  
DRILL AND EXERCISE SCHEDULE - 2006**

To be determined by the Emergency Planning Committee at a later date.

**TOWN OF THOMPSON & VILLAGE OF MONTICELLO  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**III. RESPONSE**

**Response Organization and Assignment of Responsibilities**

**A. Town Supervisor/Village Manager Responsibilities, Powers, and Succession**

1. The Town Supervisor/Village Manager is ultimately responsible for Town/Village emergency response activities and:
  - a) may assume personal command of the Town/Village emergency response organization if the scope and magnitude of the emergency indicates the necessity of personal management and direction of the response and recovery operations,
  - b) controls the use *of all* Town/Village owned resources and facilities for disaster response,
  - c) maintains and manages the Town/Village Emergency Operations Center
  - d) facilitates coordination between the Town/Village and:
    - > the Incident Commander
    - > Town/Village response agencies
    - > Villages located within the Town
    - > local governments outside the Town
    - > Sullivan County
    - > private emergency support organizations.
  - e) may declare a local state of emergency in the Town/Village, and may promulgate emergency orders and waive local laws, ordinances, and regulations,
  - f) may request assistance from other towns/villages, and Sullivan County, when it appears that the incident will escalate beyond the capability of Town/Village resources,
  - g) may provide assistance at the request of other local governments both within and outside Sullivan County.
2. In the event of the immediate unavailability of the Town Supervisor/Village Manager, the following line of command and succession has been established to ensure continuity of government and the direction of emergency operations:
  - a) The Deputy Town Supervisor/Village Mayor will assume the duties and responsibilities until the Supervisor/Manager is available.

- b) The Town/Village Highway Superintendent will assume the duties and responsibilities until the Town Supervisor/Village Manager or the Deputy Town Supervisor/Village Mayor is available.

B. The Town/Village Emergency Response Organization

1. The Incident Command System (ICS)

- a) The Town/Village endorses the use of the Incident Command System (ICS), as developed by the National Interagency Incident Management System (NIIMS), and formally adopted by Sullivan County, and the State of New York, for emergencies requiring multi-agency response. ICS allows flexibility in its implementation so that its structure can be tailored to the specific situation at hand. ICS should be initiated by the emergency forces first responding to an incident.
- b) ICS is organized by functions. There are five:
  - > Command
  - > Operations
  - > Planning
  - > Logistics
  - > Finance
- c) Under ICS, an Incident Commander (IC) has the overall responsibility for the effective on-scene management of the incident, and must ensure that an adequate organization is in place to carry out all emergency functions. The IC directs emergency operations from an Incident Command Post, the only command post at the emergency scene.
- d) In minor incidents, the five ICS functions may all be managed directly by the IC. Larger incidents usually require that one or more of the functions be set up as separate sections under the IC.
- e) Within the Command function, the IC has additional responsibilities for Safety, Public Information, and Liaison. These activities can be assigned to staff under the IC.
- f) During an emergency, Town/Village response personnel must be cognizant of the Incident Command System in place and their role in it. Some Town/Village personnel may be responders to the scene and part of the on-scene ICS structure in a functional or staff role. Other Town/Village personnel may be assigned to the Town/Village Emergency Operations Center (EOC) or other locations where they will provide support to the responders at the scene.
- g) The Incident Commander is usually selected due to his or her position as the highest ranking responding officer at the scene. The IC must be fully qualified

to manage the incident. As an incident grows in size or becomes more complex a more highly qualified Incident Commander may be assigned by the responsible jurisdiction.

- h) A major emergency encompassing a large geographic area may have more than one emergency scene. In this situation, separate Incident Commanders may set up command at multiple locations. In this case, an Area Command may be established, and may be instituted or supported by County government.
- i) Town/Village response personnel operating at the Town/Village EOC will be organized by ICS function, as depicted below and interface with their on-scene counterparts, as appropriate.
- j) Whenever the ICS is established, Town/Village response forces should be assigned to specific ICS functions wherever they are needed including at the scene, at the EOC in a support role, or at an Area Command, if established. Assignments may change as situation dictates or as directed by the Town Supervisor/Village Manager:

## 2. Agency Responsibilities

- a) The Town Supervisor/Village Manager shall exercise ultimate responsibility and oversight for emergency response, and shall delegate ICS responsibilities as described in Table 1, or as special circumstance warrants.

### **Managing Emergency Response**

#### A. Incident Command Post and Emergency Operations Center

1. On-scene emergency response operations will be directed and controlled by the Incident Commander from an Incident Command Post located at or near the emergency site. This will be the only command post at the emergency scene. All other facilities at the scene used by agencies for decision-making should not be identified as a command post.
2. The Town/Village EOC will be used to support Incident Command Post activities and to coordinate Town/Village resources and assistance. The EOC can also be used as an Area Command Post when Area Command is instituted.
3. A Command Post will be selected by the Incident Commander based upon the logistical needs of the situation and located at a safe distance from the emergency site.
4. The Town/Village EOC is located at the Town/Village Hall.
5. If a disaster situation renders the EOC inoperable, an auxiliary EOC may be established at another location designated at the time. (Town/Village Water & Sewer Departments)

6. The EOC can provide for the centralized coordination of Town/Village agencies' activities from a secure and functional location.
7. Depending on the incident size and complexity, the Town Supervisor/Village Manager may designate a County Liaison. This position will facilitate the coordination between County response agencies and the Town/Village response organization.
8. Town/Village agencies and other organizations represented at the EOC will be organized according to ICS function under the direction of the Town Supervisor/Village Manager.
9. Each agencies' senior representative at the EOC will be responsible for directing or coordinating his or her agency's personnel and resources. Where the agency is also represented at the scene in an ICS structure, the EOC representative will coordinate the application of resources with the agency's representative at the scene.
10. The Town Supervisor/Village Manager is responsible for managing the EOC or auxiliary EOC during emergencies
11. If required, the EOC will be staffed to operate continuously on a twenty-four hour a day basis. In the event of a 24-hour operation, two 12 ½ hour shifts will be utilized. (The additional ½ hour is for shift change briefings.) Designation of shifts will be established as conditions warrant by the Town Supervisor/Village Manager.
12. Work areas will be assigned to each agency represented at the EOC.

#### B. Notification and Activation

1. An initial notification of an emergency situation may originate from the public, Town/Village agencies, or from Sullivan County.
2. Upon receiving initial notification of an emergency impacting the Town/Village, the County 911 Center will immediately alert the appropriate Town/Village response agency, and declare a response level.
3. This initial notification sets into motion the activation of Town/Village emergency response personnel (e.g. police, fire, EMS).
4. First responders may or may not require additional response personnel, or may request minimal assistance from other Town/Village response personnel, such as mutual aid between fire districts.
5. When the incident is beyond the capabilities of the initial responding agency(s), the Incident Commander will notify the County 911 Center, and update the response level.

6. Each emergency is to be classified into one of four Town/Village Response Levels according to the scope and magnitude of the incident.
  - b) Response Level 0: Non emergency situation, facility readiness status maintained through planning sessions, training, drills and exercises.
  - c) Response Level 1: Controlled emergency situation without serious threat to life, health, or property, which requires no assistance beyond initial first responders.
  - d) Response Level 2: Limited emergency situation with some threat to life, health, or property, but confined to limited area, usually within the Town/Village, or involving small population.
  - e) Response Level 3: Full emergency situation with major threat to life, health, or property, involving large population, County and possibly State involvement.
7. Upon notification of an emergency response level, the County 911 Center will immediately alert the appropriate Town/Village official.
8. Town/Village Emergency response personnel will be activated according to the Response Level classification:

For Response Level 3 classification full EOC staffing is achieved as soon as possible. Except for first responders to the scene, assignment of Town/Village response personnel to other locations including the emergency scene will be made through the EOC.

### C. Assessment and Evaluation

1. As a result of information provided by the EOC Section Coordinators, the Command Section will, as appropriate, in coordination with the on scene Incident Commander:
  - a) develop policies by evaluating the safety, health, economic, environmental, social, humanitarian, legal and political implications of a disaster or threat;
  - b) analyze the best available data and information on the emergency;
  - c) explore alternative actions and consequences;
  - d) select and direct specific response actions.

TABLE 1 - ICS Function and Response Activities by Agency

<u>AGENCY</u>	<u>ICS FUNCTION</u>	<u>RESPONSE ACTIVITIES</u>
Office of Town Supervisor and Village Manager	Command	Ultimate situation responsibility; Declaration of State of Emergency; Promulgation of Emergency Orders;
	Public Information	Emergency Public Information
	Operations	Activation and Coordination of the EOC; Public Warning
	Liaison	Liaison and Coordination with governments and organizations
Village Police Department (Monticello PD)	Operations	Communications, Warning, Law Enforcement
Town/Village EMS Squads (Mobilmedic EMS) (Rock Hill Vol Ambulance Corps) (Hatzalah EMS of the Catskills)	Operations	Medical Care and Treatment Crisis Counseling
Town/Village Fire Departments (Monticello FD) (Rock Hill FD)	Operations	Fire Suppression and Control; Search and Rescue; HAZMAT Exposure Control
		Human Needs Assessment
	Safety	Emergency Worker Protection
Town/Village Highway Departments	Operations	Debris Removal and Disposal; Damage Assessment
Town/Village Water & Sewer Departments	Operations	Water and Sewage Control
Town Board	Planning	Situation Assessment and documentation; Advance Planning
American Red Cross United Way of Sullivan Co.	Operations	Temporary Housing and Shelter; Emergency Feeding and Clothing
Town/Village Clerk	Logistics	Supply Procurement; Information Systems, Human Resources
Town Comptroller/ Village Treasurer	Finance/administration	Purchasing; Accounting; Record- keeping
Health Officer	Public Health	Medical Care and Treatment; Disease and Pest Control; Emergency Worker Protection

D. Declaration of Local State of Emergency and Promulgation of Local Emergency Orders

1. In response to an emergency, or its likelihood, upon a finding that public safety is imperiled, the Town Supervisor/Village Manager may proclaim a state of emergency pursuant to section 24 of the State Executive Law.
2. Such a proclamation authorizes the Town Supervisor/Village Manager to deal with the emergency situation with the full executive and legislative powers of Town/Village government.
3. This power is realized only through the promulgation of local emergency orders. For example, emergency orders can be issued for actions such as:
  - > establishing curfews
  - > restrictions on travel
  - > evacuation of facilities and areas
  - > closing of places of amusement or assembly
4. Appendix 1 describes the requirements for proclaiming a State of Emergency and promulgating Emergency Orders.
5. Emergency responders have implicit authority and powers to take reasonable immediate action to protect lives and property absent an emergency declaration or emergency orders.

E. Public Warning and Emergency Information

1. In order to implement public protective actions there should be a timely, reliable and effective method to warn and inform the public.
2. Activation and implementation of public warning is an Operations section responsibility.
3. Information on 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, the use of the systems in (a), (b), and (c) below require strict coordination with the Sullivan County EOC.
  - a) Emergency Alert System (EAS) - formerly known as Emergency Broadcast System (EBS), involves the use of the broadcast media including television, radio, and cable TV, to issue emergency warnings. EAS can be activated by select County officials through the Sullivan County Emergency 911 Control Center
  - b) NOAA Weather Radio (NWR) - is the "Voice of the National Weather Service" providing continuous 24-hour radio broadcasts of the latest weather information including severe weather warnings directly from the Weather Service office in Albany. NWR will also broadcast non-weather-related emergency warnings. NWR broadcasts on select high-band FM frequencies, not available on normal AM-FM radios. Radios with NWR frequencies, automated alarm capabilities, and Specific Area Message Encoding (SAME) technology are generally available. NWR. broadcast signal can be received by County-wide. NWR is

also a component of EAS. Emergency broadcasts on the NWR can also be initiated by select County officials through the Sullivan County Emergency 911 Control Center.

- c) Mass Alerting System “Send Word Now” to alert large amounts of people with emergency news alerts through television and radio.
  - d) Emergency service vehicles with siren and public address capabilities - Many police and fire vehicles in the Town/Village are equipped with siren and public address capabilities. These vehicles may be available during an emergency for "route alerting" of the public.
  - e) 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 auxiliary police, regular police, fire police, regular firefighters, 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. Town, Village and County officials will advocate, as part of their normal dealing with special institutions such as schools, hospitals, nursing homes, major industries and places of public assembly, that they obtain and use tone-activated receivers/monitors with the capability to receive NOAA Weather Radio (NWR) with SAME reception.
5. Special arrangements may be made for providing warning information to the hearing impaired and, where appropriate, non-English speaking population groups.
6. The Command Staff position of Public Information Officer may be established. This should be done in coordination with on-scene Incident Command, the Town Supervisor/Village Manager, and, if involved, officials from Sullivan County.
7. In some cases, depending upon the magnitude of the incident, the Town/Village may rely upon Sullivan County to establish and maintain a Joint News Center. Regardless, the Public Information Officer should:
- a) establish and manage a Joint News Center (JNC) from where to respond to inquiries from the news media and coordinate all official announcements and media briefings
  - b) authenticate all sources of information being received and verify accuracy
  - c) provide essential information and instructions including the appropriate protective actions to be taken by the public, to the broadcast media and press
  - d) coordinate the release of all information with the key departments and agencies involved both at the EOC and on-scene

- e) check and control the spreading of rumors
- f) arrange and approve interviews with the news media and press by emergency personnel involved in the response operation
- g) arrange any media tours of emergency sites

#### F. Emergency Medical and Public Health

1. A high impact disaster can cause injury and death to large numbers of people. In addition, damage to and destruction of homes, special facilities, and vital utilities may place the public at substantial risk of food and water contamination, communicable diseases, and exposure to extreme temperatures.
2. There may be established within the Operations section an appropriately designed Emergency Medical/Public Health function to ensure that health and medical problems are being addressed.

#### G. Meeting Human Needs

1. The Planning and Operations functions are responsible for ascertaining what human needs have been particularly affected by an emergency and responding to those unmet needs with the available resources of Town, Village and County government and with the assistance of volunteer agencies and the private sector.
2. There may be established within the Operations section a Human Needs Group to perform the tasks associated with (1) above.
3. Potential Evacuation Facilities:
  - a) Monticello Central Schools, Elementary, Middle & High Schools, Monticello
  - b) Frontier Building, Lake Louise Marie Road, Rock Hill
  - c) United Way of Sullivan County, Lakewood Avenue, Monticello
  - d) Federation for the Homeless "FKA" Foothills Community Center, Monticello Street, Monticello
  - e) Ted Stroebele Recreational Facility "AKA" Neighborhood Facility, Jefferson Street, Monticello
4. Evacuation Facility Supplies:
  - a) (2) Cage Items (including Water, food, cots, blankets, flashlights, etc.) from the American Red Cross. The cage items are to be stored by Mobilmedic EMS on Woodcliff Avenue, Monticello

- b) United Way of Sullivan County for additional access to water, food, cots, blankets, flashlights etc. We can also utilize the 2-1-1 Hudson Valley Region system.
- c) Communication System – Mobile Radios & Phones to be located at the Town/Village Halls.

#### H. Restoring Public Services

1. The Operations and Planning sections are responsible for ascertaining the emergency's effect on the infrastructure and the resultant impact on public services, and ensuring that restoration of services is accomplished without undue delay.
2. There may be established within the Operations section a Public Infrastructure function, assigned appropriately, to perform the tasks associated with (1) above.
3. During response operations relating to debris clearance and disposal, the Town/Village should act in cognizance of and in cooperation with the County EOC.

#### I. Resource Management

1. The Planning function is responsible for the identification and allocation of additional resources needed to respond to the emergency situation.
2. Resources owned by the Town/Village should be used first in responding to the emergency.
3. All Town/Village-owned resources are under the control of the Town Supervisor/Village Manager during an emergency and can be utilized as necessary.
4. Resources owned by other municipalities can be utilized upon agreement between the requesting and offering government, and should be coordinated through the Sullivan County Emergency Management Office.
5. Resources owned privately cannot be commandeered or confiscated by government during an emergency. However, purchases and leases of privately owned resources can be expedited during a declared emergency. In addition, it is not uncommon for the private sector to donate certain resources in an emergency. *(See Appendix 2 – List of non-government groups such as non-profit organizations, trade organizations and professional people/contractors that could provide resources & damage assessment assistance)*

#### J. Standard Operating Guides and other supporting plans.

1. Each Town/Village agency assigned responsibility under this Response portion of the plan is to have its own Standard Operating Guide (SOG).
2. These SOGs address agency personnel, shift assignments to the EOC, coordination with other agencies, ICS training and resource inventory,
3. Each agency SOG should be updated at least annually and reviewed at an agency planning meeting, held each spring.

4. Copies of each SOG are retained by the Town Supervisor/Village Manager's Office.

The following agency SOGs have been filed as of

- > Village of Monticello Police Department's Emergency Response Plan
- > Monticello Fire Department's Mutual Aid Plan
- > Rock Hill Fire Department's Mutual Aid Plan

4. The following documents support this portion of the plan and are appended to it:

Attachment 1-Harazard Analysis Results for Town/Village

Attachment 2-Town/Village Drill & Exercise Schedule for 2006

*Appendix 1-Instructions for Declaring a State of Emergency and Issuing  
Emergency Orders*

*Appendix 2-List of Non-Government Groups such as Non-Profit  
Organizations, Trade Organizations and Professional  
People/Contractors that could provide resources & damage assessment  
assistance*

*Appendix 3-Town & Village Directory*

*Appendix 4-Memorandum of Understanding between the Town & Village*

*Attachment 3-Town/Village Emergency Services Committee Mailing List*

*Appendix 5-List of Potential Hazardous Sites in the Town of Thompson  
and Village of Monticello*

*Appendix 6-Map of Potential Hazardous Areas in the Town of Thompson  
and Village of Monticello*

*Attachment 4-Commitment Letters*

*Attachment 5-Information on the American Red Cross of Sullivan County,  
United Way of Sullivan County & 2-1-1 Hudson Valley Region*

*Attachment 6-Flooding & Dam Control Issues*

*Attachment 7-Town & Village Resolutions Adopting Plan & Emergency  
Services Coordinator*

*Appendix 7-Emergency Preparedness and Response Plan for Pet  
Populations*

**TOWN OF THOMPSON & VILLAGE OF MONTICELLO  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**IV. RECOVERY**

**A. Damage Assessment**

1. The Town/Village will participate and cooperate with Sullivan County in damage assessment activities.
2. The Town Supervisor/Village Manager shall coordinate with the Sullivan County Emergency Management Office in:
  - a) Developing a Town/Village damage assessment program;
  - b) Coordinating damage assessment activities in the Town/Village during and following an emergency.
  - c) Designating a Town/Village official to coordinate with the Damage Assessment Officer from the County.
  - d) Maintain detailed records of emergency expenditures on standard documentation forms. These forms are available from the County Emergency Manager, through the Town Supervisor/Village Manager.
3. All Town/Village departments and agencies in the Town/Village will cooperate fully with the County Emergency Manager, and participate in damage assessment activities including:
  - (a) Pre-emergency:
    - > identifying Town/Village agencies, personnel, and resources to assist and support damage assessment activities
    - > identifying non-government groups such as non-profit organizations, trade organizations and professional people that could provide damage assessment assistance (*See Appendix 2 - List of non-government groups such as non-profit organizations, trade organizations and professional people/contractors that could provide resources & damage assessment assistance*)
    - > fostering agreements between Town/Village government and the private sector for technical support
  - (b) Emergency:
    - > obtaining and maintaining documents, maps, photos and video tapes of damage
    - > reviewing procedures and forms for reporting damage to higher levels of government
  - (c) Post-emergency:
    - > selecting personnel to participate in damage assessment survey teams
    - > identifying and prioritizing areas to survey damage
    - > completing project worksheets and maintaining records of the worksheets.

4. It is essential that, from the outset of emergency response actions, Town/Village response personnel keep detailed records of expenditures for:
  - a) labor used
  - b) use of owned equipment
  - c) use of borrowed or rented equipment
  - d) use of materials from existing stock
  - e) contracted services for emergency response
  
5. Damage assessment will be conducted by county, Town and Village government employees, such as Public Works engineers, building inspectors, assessors and members of non-profit organizations, such as the American Red Cross, United Way of Sullivan County and the Salvation Army. When necessary, non-government personnel from the fields of engineering, construction, insurance, property evaluation and related fields, may supplement the effort. *(See Appendix 2 - List of non-government groups such as non-profit organizations, trade organizations and professional people/contractors that could provide resources & damage assessment assistance)*
  
6. There will be two types of damage assessment: Infrastructure (damage to public property and the infrastructure) and; Individual assistance (IA) teams (impact on individuals and families, agriculture, private sector).
  
7. Town/Village damage assessment information will be reported to the Damage Assessment Officer at the County EOC.
  
8. All assessment activities in the disaster area will be coordinated with the on-site Incident Commander (when appropriate) and the Town Supervisor/Village Manager.
  
9. The Town/Village Official designated to coordinate with the County Damage Assessment Officer, will provide the following information to complete the Damage Assessment Report:
  - > destroyed property
  - > property sustaining major damage
  - > property sustaining minor damage, for the following categories:
    - a) damage to private property in dollar loss to the extent not covered by insurance:
      - > homes
      - > businesses
      - > industries
      - > utilities
      - > hospitals, institutions and private schools
  
    - b) damage to public property in dollar loss to the extent not covered by insurance:
      - > road systems
      - > bridges
      - > water control facilities such as dikes, levees, channels
      - > public buildings, equipment, and vehicles

- > publicly-owned utilities
  - > parks and recreational facilities
- c) damage to agriculture in dollar loss to the extent not covered by insurance:
- > farm buildings
  - > machinery and equipment
  - > crop losses
  - > livestock
- d) cost in dollar value will be calculated for individual assistance in the areas of mass care, housing, and individual family grants
- e) community services provided beyond normal needs
- f) debris clearance and protective measures taken such as pumping, sandbagging, construction of warning signs and barricades, emergency levees, etc.
- g) financing overtime and labor required for emergency operations

10. This report will be submitted to the Sullivan County Emergency Management Office, and is required for establishing the eligibility for any State and/or federal assistance.

Forms for collecting this information are contained in SEMO's *Public Assistance Handbook of Policies and Guidelines for Applicants*, obtainable from the County Emergency Management Office.

11. Unless otherwise designated by the County Executive, the County Clerk will serve as the County's authorized agent in disaster assistance applications to State and federal government.

12. The Town/Village Clerk will serve as the Town/Village's authorized agent, and work in concert with the County Clerk's Office to:

- a) Attend public assistance applicant briefing conducted by Federal and State
- b) Review SEMO's Public Assistance Handbook of Policies and Guidelines for
- c) Obtain from the Damage Assessment Officer maps showing disaster damage
- d) Prepare and submit Request for Public Assistance in applying for Federal Disaster Assistance
- e) Assign local representative(s) who will accompany the Federal/State Survey Teams(s).
- f) Follow up with County's authorized representative and SEMO
- g) Submit Proof of Insurance, if required.
- h) Prepare and submit project listing if small project grant.
- i) Follow eligibility regarding categorical or flexibly funded grant.
- j) Maintain accurate and adequate documentation for costs on each project.

- k) Observe FEMA time limits for project completion.
- l) Request final inspection of completed work or provide appropriate certificates.
- m) Prepare and submit final claim for reimbursement.
- n) Assist in the required state audit.
- o) Consult with governor's authorized representative (GAR) for assistance.
- p) Maintain summary of damage suffered and recovery actions taken.

### **B. Planning for Recovery**

1. The Town/Village has subdivision regulations, and building codes. As a result, the Town/Village will have pre-disaster prevention and mitigation capability by applying these methods successfully after disasters.
2. A recovery task force will be developed by Town/Village, and will:
  - a) Direct the recovery with the assistance of Town departments and agencies coordinated by the Emergency Management Coordinator.
  - b) Prepare a local recovery and redevelopment plan, if appropriate, unless deemed unnecessary, pursuant to section 28-a of the State Executive Law.
3. The recovery and redevelopment plan shall include;
  - a) Replacement, reconstruction, removal, relocation of damaged/destroyed infrastructures/buildings
  - b) Establishment of priorities for emergency repairs to facilities, buildings and infrastructures.
  - c) Economic recovery and community development.
  - d) New or amended subdivision regulations, building and sanitary codes.
4. Recovery and redevelopment plan will account for and incorporate to the extent practical, relevant existing plans and policies.
5. Prevention and mitigation measures should be incorporated into all recovery planning where possible.
6. Responsibilities for recovery assigned to local governments depend on whether or not a State disaster emergency has been declared pursuant to Article 2-B of the State Executive Law.
7. If the governor declares a state disaster emergency, then under Section 28-a the local governments have the following responsibilities:
  - a) Any county, city, town or village included in a disaster area shall prepare a local recovery and redevelopment plan, unless the legislative body of the municipality shall determine in a plan to be unnecessary or impractical.

- b) Within 15 days after declaration of a state disaster, any county, city, town or village included in such disaster area, shall report to the State Disaster Preparedness Commission (DPC) through SEMO, whether the preparation of a recovery and redevelopment plan has been started and, if not, the reasons for not preparing the plan.
- c) Proposed plans shall be presented at a public hearing upon five (5) days notice published in a newspaper of general circulation in the area affected and transmitted to the radio and television media for publications and broadcast.
- d) The local recovery and redevelopment plan shall be prepared within 45 days after the declaration of a state disaster and shall be transmitted to the DPC. The DPC shall provide its comments on the-plan within 10 days after receiving the plan.
- e) A plan shall be adopted by such county, city, town or village within 10 days after receiving the comments of the DPC.
- f) The adopted plan:
  - > May be amended at anytime in the same manner as originally prepared, revised and adopted; and
  - > Shall be the official policy for recovery and redevelopment within the municipality.

### **C. Reconstruction**

1. Reconstruction consists of two phases:
  - a) Phase 1-short term reconstruction to return vital life support systems to minimum operating standards;
  - b) Phase 2-long term reconstruction and development which may continue for years after a disaster and will implement officially adopted plans and policies, including risk reduction projects, to avoid conditions and circumstances that led to the disaster.
2. Long term reconstruction and recovery includes activities such as:
  - a) Scheduling planning for redevelopment
  - b) Analyzing existing State and Federal programs to determine how they may be modified or applied to reconstruction
  - c) Conducting of public meetings and hearings
  - d) Providing temporary housing and facilities

- e) Public assistance
  - f) Coordinating State/Federal recovery assistance
  - g) Monitoring of reconstruction progress
  - h) Preparation of periodic progress reports to be submitted to Sullivan County  
Emergency Management Office
3. Reconstruction operations must conform to existing State/Federal laws and regulations concerning environmental impact.
  4. Reconstruction operations in and around designated historical sites must conform to existing State and FEMA guidelines.

#### **D. Public Information on Recovery Assistance**

1. Public Information Officers are responsible for making arrangements with the broadcast media and press to obtain their cooperation in adequately reporting to the public on:
  - a) What kind of emergency assistance is available to the public.
  - b) Who provides the assistance.
  - c) Who is eligible for assistance.
  - d) What kinds of records are needed to document items which are damaged or destroyed by the disaster.
  - e) What actions to take to apply for assistance.
  - f) Where to apply for assistance.
  
2. The following types of assistance may be available:
  - a) Food stamps (regular and/or emergency)
  - b) Temporary housing (rental, mobile home, motel)
  - c) Unemployment assistance and job placement (regular and disaster unemployment)
  - d) Veteran's benefits
  - e) Social Security benefits
  - f) Disaster and emergency loans (Small Business Administration, Farmers Home Administration)
  - g) Tax refund
  - h) Individual and family grants
  - i) Legal assistance
  
3. All the above information will be prepared jointly by the federal, State, County, and Town PIOs as appropriate and furnished to the media for reporting to public.

**Appendix 1: INSTRUCTIONS for DECLARING A STATE OF EMERGENCY AND ISSUING EMERGENCY ORDERS**

**A. Instructions for declaring a local State of Emergency**

1. The Town Supervisor/Village Manager, or a person acting for the Town Supervisor/Village Manager pursuant to section I. A.(2) of this plan, can declare a local State of Emergency for all of, or anywhere in, the Town/Village. The County Executive can declare a State of Emergency for anywhere in Sullivan County, including the Town of Thompson and or Village of Monticello. All Village Mayors in the Town can declare States of Emergency within their jurisdiction.
2. A local State of Emergency is declared pursuant to section 24 of the State Executive Law.
3. It can be declared in response to, or anticipation of, a threat to public safety.
4. A declaration of a local State of Emergency may be verbal or written.
5. If it is verbal, it is best to follow it with a written format.
6. The declaration should include the time and date, the reason for the declaration, the area involved, and the expected duration.
7. The written declaration should be kept on file in the Town/Village Clerk's Office.
8. A local State of Emergency must be declared BEFORE Emergency Orders are issued.
9. A local State of Emergency should be formally rescinded when the declaration is no longer needed.
10. Only the Town Supervisor/Village Manager, or person acting for, may rescind a local State of Emergency.
11. Though a rescision may be verbal or written, if the declaration was written, the rescision should also be written.
12. The rescision should include the time and date of the original declaration, the reason for the local State of Emergency, and the time and date the State of Emergency is rescinded.
13. The written rescision should be kept on file in the Town/Village Clerk's Office.

**B. Sample Declaration of a local State of Emergency**

A State of Emergency is hereby declared in \_\_\_\_\_ effective at

(area within the Town/Village or entire Town/Village)

\_\_\_\_\_ on \_\_\_\_\_  
(time) (date)

This State of Emergency has been declared due to \_\_\_\_\_  
(description of situation)

This situation threatens the public safety.

This State of Emergency will remain in effect until rescinded by a subsequent order.

As the Chief Executive of the (Town of Thompson), I, \_\_\_\_\_  
(Village of Monticello) (name of Chief Executive)

exercise the authority given me under section 24 of the New York State Executive Law, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the citizens of this Town/Village.

I hereby direct all departments and agencies of the Town of Thompson and or Village of Monticello to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

**C. Questions and Answers on declaring a State of Emergency**

1. *Why should I declare a local state of emergency?*

It increases your powers as the Chief Executive Officer. These new powers can include:

- > issuing emergency orders;
- > implementing public protective measures;
- > suspending local laws; and
- > requesting supplemental assistance.

1. *Can a declaration give legal protection?*

Yes. A declaration of a local State of Emergency provides legal protection and immunities for the Chief Executive and local emergency officials when they make decisions and take actions to respond to disasters or emergencies.

2. *Will the declaration help raise public awareness?*

Yes. A declaration of a local State of Emergency helps make the public aware of the hazards associated with a disaster. It also can emphasize the protective measures you may need to ask citizens to take.

3. *Can a State of Emergency be declared at any time?*

No. A local State of Emergency can be issued when a situation exists that has or will place the public at risk and that will require extraordinary measures for proper protection.

4. *When should I declare a local State of Emergency?*

You should consider declaring a local State of Emergency when a dangerous situation is present or imminent and emergency officials are considering protective actions such as:

- > Evacuation of people for a large or heavily populated area street, road, housing development, multi-resident buildings.
- > Sheltering people in designated areas or buildings.
- > Large-scale closing of roads due to conditions considered to be dangerous to lives and property.

You should also consider declaring a local State of Emergency if the following conditions are present and pose a dangerous threat to the municipality:

- > Riots or civil unrest.

- > Hostage situations.
- > Impending emergency or disaster caused by natural forces (floods, blizzards, ice storms, tornadoes).

5. *Can I issue the declaration verbally?*

Yes. The Chief Executive may issue a declaration verbally if time is a Crucial matter. However, you should follow the verbal declaration with a written declaration.

6. *Must the declaration be filed?*

No. However, it's a good idea to do so. It should be kept on file at the Office of the Town/Village Clerk.

7. *Do I have to extend the declaration of State of Emergency after 5 days?*

No. The State of Emergency does not have to be extended, but Local Emergency orders do.

8. *Does the law establish a time limit for a State of Emergency?*

No. It is best to include a time of duration in the original declaration of State of Emergency, or to issue a succeeding declaration with a time limit or a statement that the State of Emergency is continuing. When the proclamation is no longer needed, it should be formally rescinded.

9. *Can I issue Local Emergency Orders without a State of Emergency?*

No. A State of Emergency must be declared before you may issue Local Emergency Orders.

10. *Will a declaration help in getting assistance from the state?*

Yes. If you declare a local State of Emergency and you determine the disaster is beyond the capacity of County resources, the County Executive may request the Governor to provide assistance from state resources.

11. *Must I rescind a declaration of State of Emergency?*

No. However, a written rescinding statement should be made when the emergency no longer exists. The Chief Executive can rescind the declaration of emergency at any time.

12. *If I don't rescind a State of Emergency, does it end automatically?*

Maybe -- If a time limit was indicated in the declaration of State of Emergency it will end automatically at that the time and date indicated. If no time limit was specified, the State of Emergency does NOT end automatically.

13. *When should I rescind a State of Emergency?*

You should rescind it when the conditions that warranted the declaration no longer exist.

14. *Must the rescision be issued in writing?*

No. However, it is recommended, in the same manner as a declaration of State of Emergency is recommended, to be issued in written form.

15. *Must the rescision be filed?*

No. However, it is recommended that it be filed in the Office of the Municipal Clerk.

#### **D. Instructions for issuing local Emergency Orders**

1. Local Emergency Orders can be issued only if there is a State of Emergency in effect pursuant to section 24 of the State Executive Law (see section A. above).
2. Local Emergency Orders can be issued at the Town/Village level only by the Town Supervisor/Village Manager and or a person acting for the Supervisor/ Manager pursuant to section I.A.(2) of this plan. The County Executive can issue emergency orders for anywhere in Sullivan County, including the Town of Thompson/Village of Monticello, following the declaration of a local State of Emergency by the County Executive. All City and Village Mayors in the County can also issue emergency orders for their jurisdiction following the declaration of a local State of Emergency by that same executive.

3. Local Emergency Orders must be written.
4. Local Emergency Orders should include the time and date they take effect, the reason for the declaration, the area involved, and the duration.
5. A Local Emergency Order expires automatically after five (5) days. It can be rescinded before that by its own terms, or by a rescission by the County Executive. It is also automatically rescinded when the State of Emergency is rescinded.
6. The Town Supervisor/Village Manager may extend Local Emergency Orders for periods not to exceed five (5) days each during the State of Emergency.
7. Local Emergency Orders must be published as soon as practicable in a newspaper of general circulation and provided to radio and television media for broadcast.
8. Local Emergency Orders must be executed in triplicate and filed within 72 hours or as soon as practicable in the Office of the Town/Village Clerk, County Clerk, and the Office of the Secretary of State.
9. Local Emergency Orders must be re-filed if they are extended.

**E. Sample Local Emergency Order**

Local Emergency Order Evacuating Vulnerable Areas:

I, \_\_\_\_\_, the Town Supervisor/Village Manager of the  
Town/Village of \_\_\_\_\_, in accordance with a declaration  
of a State of Emergency issued on \_\_\_\_\_, 200 \_\_, and  
pursuant to Section 24 of the State Executive Law, hereby order the evacuation of  
all persons from the following zones: (locales)

Zone 1. \_\_\_\_\_ Zone 2. \_\_\_\_\_

This evacuation is necessary to protect the public from \_\_\_\_\_.

This order is effective immediately and shall apply until removed by order of the Chief  
Executive.

Failure to obey this order is a criminal offense.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 200 \_\_  
(Date) (Month)

At \_\_\_\_\_ o'clock, in \_\_\_\_\_, New York  
(Time) (Municipality)

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Witness: \_\_\_\_\_ Title: \_\_\_\_\_

## F. Questions and Answers on issuing Local Emergency Orders

1. *Can anyone issue a Local Emergency Order?*

No. Only the Chief Executive of a county, city, town or village may issue a Local Emergency Order.

2. *What can a local Emergency Order include?*

An emergency order can require whatever is necessary to protect life and property or to bring the emergency situation under control as long as what it is within the constitutional powers of county government.

3. *Can a Local Emergency Order be issued at any time in an emergency?*

No. A Local Emergency Order can be issued only after the Chief Executive declares a local State of Emergency.

4. *Is it in effect indefinitely?*

No. A Local Emergency Order is effective from the time and in the manner prescribed in the order. It terminates 5 days after issuance, or by rescission by the Chief Executive, or a declaration by the Chief Executive that the State of Emergency no longer exists, whichever occurs sooner.

5. *Can an order be modified once it's issued?*

Yes. A Local Emergency Order may be amended, modified, or rescinded at any time by the Chief Executive during the State of Emergency.

6. *Can a Local Emergency Order be extended beyond five days?*

Yes. The Chief Executive may extend an order for additional periods up to 5 days each during the local State of Emergency. Each extension must be re-filed.

7. *Must the media be informed?*

Yes. The Local Emergency Order must be published as soon as practicable in a newspaper of general circulation in the area affected by the order. It should be published under the paid legal advertisement section. It must also be provided to radio and television media for broadcast.

8. *Can a citizen who disobeys an emergency order be arrested?*

Yes. Any person who knowingly violates any Local Emergency Order of a Chief Executive issued pursuant to Section 24 of the Executive Law can be found guilty of a class B misdemeanor.

**Appendix 2: LIST OF NON-GOVERNMENT GROUPS SUCH AS NON-PROFIT ORGANIZATIONS, TRADE ORGANIZATIONS AND PROFESSIONAL PEOPLE/CONTRACTORS THAT COULD PROVIDE RESOURCES & DAMAGE ASSESSMENT ASSISTANCE**

- 1) Mobilmedic EMS  
Albee E. Bockman, President  
P.O. Box 1  
Hurleyville, NY 12747  
(845) 436-9111
- 2) Rock Hill Volunteer Ambulance Corps  
Thomas Bogursky, President  
P.O. Box 1  
Rock Hill, NY 12775  
(H) (845) 434-0549 (W) (845) 794-1210 (C) (845) 798-0549
- 3) Hatzalah EMS of the Catskills  
Monroe, NY 10950  
(845) 783-1212
- 4) American Red Cross  
Cesar Rivera, Director Response  
143 North Broadway  
Nyack, NY 10960  
(845) 727-0113 &/or (877) Red Cross
- 4) United Way of Sullivan County  
Linda Cellini, CEO  
P.O. Box 1036  
Monticello, NY 12701  
(845) 794-1771
- 5) 2-1-1 Hudson Valley Region
- 6) Ultra Power Corp. (Fuel Resource)  
P.O. Box 946  
Monticello, NY 12701  
(845) 794-4200
- 7) VanEtten Oil Company, Inc. (Fuel Resource)  
66 St John Street  
Monticello, NY 12701  
(845) 794-5511
- 8) Combined Energy Services (CES) (HAZMAT Propane Team)  
276 East Broadway (Fuel Resource)  
Monticello, NY 12701  
(845) 794-6226

- 9) Rolling V Bus Corporation (Busing for Evacuation)  
 Phil Vallone, President  
 P.O. Box 110  
 South Fallsburg, NY 12779  
 (845) 434-0511
- 10) Sheeley's Septic Service, Inc. (Port-a-Potty's)  
 25 Sheeley Lane  
 Rock Hill, NY 12775  
 (845) 796-3232
- 11) William J. Rieber & Sons, Inc.  
 Kevin Rieber  
 23 Wild Turnpike  
 Rock Hill, NY 12775  
 (845) 434-7196
- 12) Fodor G. Landscaping & Excavating  
 Glenn Fodor, Owner  
 101 Katrina Falls Road  
 Rock Hill, NY 12775  
 (845) 794-5143
- 13) Donald Benjamin Excavating  
 210 Rose Valley Road  
 Monticello, NY 12701  
 (845) 794-2924
- 14) Sullivan County Paving & Construction, Inc.  
 420 Bernas Road  
 Cochection, NY 12726  
 (845) 932-8337
- 15) Luzon Environmental  
 Old Pike Hill Road – P.O. Box 1070  
 Woodridge, NY 12789  
 (845) 434-7805
- 16) Krum & Sons, Inc.  
 State Route 52  
 Youngsville, NY 12791  
 (845) 482-4249
- 17) Woodbourne Lawn & Garden, Inc.  
 State Route 42 North  
 Fallsburg, NY 12733  
 (845) 434-6628
- 18) Southern Catskill Amateur Radio Society, Inc.  
 Amateur Radio Operators (HAMs)  
 President – Elizabeth Mott (845) 888-2302 or  
 (845) 794-5900 or Charles Haas (845) 794-0398

**Appendix 3: TOWN & VILLAGE DIRECTORY (Should be updated annually)**

**TOWN LIST:**

- 1) Town Supervisor, Anthony P. Cellini  
4052 Route 42, Monticello, NY 12701-3221  
Tele: (845) 794-2500 Ext. #306 Fax: (845) 794-8600
- 2) Deputy Supervisor, William J. Rieber, Jr.  
P.O. Box 394, Rock Hill, NY 12775  
Tele: (845) 794-0211 Fax: (845) 794-7941
- 3) Town Highway Superintendent, Richard Benjamin, Jr.  
33 Jefferson Street, Monticello, NY 12701  
Tele: (845) 794-5560 Fax: (845) 794-5722
- 4) Town Water & Sewer Superintendent, William D. Culligan  
4052 Route 42, Monticello, NY 12701-3221  
Tele: (845) 794-5280 Fax: (845) 794-2777
- 5) Monticello Fire Department (Chief) (Fire Police)  
Dispatch through the Sullivan County E911 Center
- 6) Rock Hill Fire Department (Chief) (Fire Police)  
Dispatch through the Sullivan County E911 Center
- 7) Mobilemedic EMS  
Dispatch through the Sullivan County E911 Center
- 8) Rock Hill Volunteer Ambulance Corps  
Dispatch through the Sullivan County E911 Center
- 9) American Red Cross, Cesar Rivera  
143 North Broadway, Nyack, New York 10960  
Tele: (845) 727-0113 &/or (877) Red Cross Fax: (646) 557-5781
- 10) United Way of Sullivan County  
33 Lakewood Avenue, Monticello, NY 12701  
Tele: (845) 794-1771 Fax: (845) 791-4205

**VILLAGE LIST:**

- 1) Village Manager, Richard Sush  
2 Pleasant Street, Monticello, NY 12701  
Tele: (845) 794-6130 Ext. #17 Fax: (845) 794-2327
- 2) Village Mayor, James Barnicle  
2 Pleasant Street, Monticello, NY 12701  
Tele: (845) 794-6130 Ext. #17 Fax: (845) 794-2327
- 3) Deputy Mayor, Victor Marinello, Jr.  
P.O. Box 1414, Monticello, NY 12701  
Tele: (845) 794-1600 Fax: (845) 794-2327
- 4) Village of Monticello Chief of Police, Douglas Solomon  
2 Pleasant Street, Monticello, NY 12701  
Tele: (845) 794-4422 Fax: (845) 794-6165
- 5) Village Highway & Sanitation Superintendent, Alan Reynolds  
2 Pleasant Street, Monticello, NY 12701  
Tele: (845) 794-4911 Fax: (845) 794-7758
- 6) Village Water Plant Operator, Clarence Decker  
20 Krier Lane, Monticello, NY 12701  
Tele: (845) 794-6810 Fax: (845) 794-4304
- 7) Village Sewer Plant Superintendent, William Bertholf  
35 Plant Drive, Monticello, NY 12701  
Tele: (845) 794-5920 Fax: (845) 794-6600
- 8) Monticello Fire Department (Chief) (Fire Police)  
Dispatch through the Sullivan County E911 Center
- 9) Mobilemedic EMS  
Dispatch through the Sullivan County E911 Center
- 10) American Red Cross, Cesar Rivera  
143 North Broadway, Nyack, New York 10960  
Tele: (845) 727-0113 &/or (877) Red Cross Fax: (646) 557-5781
- 11) United Way of Sullivan County  
33 Lakewood Avenue, Monticello, NY 12701  
Tele: (845) 794-1771 Fax: (845) 791-4205

**Appendix 4:**

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding ("MOU") is made as of June 06, 2006, by the Town of Thompson, a New York municipal corporation the address of which is 4052 Route 42, Monticello, New York 12701 (the "Town"), and the Village of Monticello (the "Village"), a New York municipal corporation the address of which is 2 Pleasant Street, Monticello, New York 12701 (collectively the "Parties").

**RECITALS**

**WHEREAS**, a wide variety of emergencies caused by man, nature or technology may result in loss of life, property and income, and disrupt the normal functions of government, communities and families and cause human suffering; and

**WHEREAS**, the Parties desire to develop a Comprehensive Emergency Management Plan (the "Plan"); and work collaboratively on its format; and

**WHEREAS**, in the event of an emergency within the Town or the Village, the Parties will share the responsibility for ensuring that the Plan is carried out in accordance with its intent; and

**WHEREAS**, the Plan shall describe in detail the centralized direction of requests for assistance and the understanding that the governmental jurisdiction most affected by an emergency is required to involve itself prior to requesting assistance; and

**WHEREAS**, the Plan shall provide a general all-hazards management guidance, using existing organizations, to allow the Parties to meet their responsibilities before, during and after an emergency in a coordinated fashion; and

**WHEREAS**, under authority of Section 23 of the New York State Executive Law, in coordination with the County Plan, the Parties are authorized to develop such a Plan to prevent, mitigate, respond to and recover from emergencies and disasters; and

**WHEREAS**, the Plan shall include three phases, Risk Reduction (Prevention and Mitigation), Response, and Recovery; and

**NOW THEREFORE**, the parties agree to share the responsibility and liability and work collaboratively on the implementation and continued development of the Plan as well as the response to and recovery from any emergency situation which may arise in the future.

**WHEREFORE**, the parties have executed this Agreement as of the date first written above.

Adopted by the Village of Monticello Board of Trustees on June 5<sup>th</sup>, 2006  
Adopted by the Town of Thompson Town Board on June 6<sup>th</sup>, 2006

ATTACHMENT 3: TOWN/VILLAGE EMERGENCY SERVICES COMMITTEE MAILING LIST

**First Name Last Name**  
**Mailing Address**  
 City State Zip Code

**First Name Last Name**  
**Mailing Address**  
 City, State Zip Code

**First Name Last Name**  
**Mailing Address**  
 City, State Zip Code

**Monticello Police Department**  
 Sgt. Mark Johnstone  
 2 Pleasant Street  
 Monticello, New York 12701

**Monticello Fire Department**  
 Glenn Somers, Fire Chief  
 23 Richardson Avenue  
 Monticello, New York 12701

**Rock Hill Fire Department**  
 Sean M. Rieber, Fire Chief  
 P.O. Box 116  
 Rock Hill, New York 12775

**Town of Thompson**  
 Anthony P. Cellini, Supervisor  
 4052 Route 42  
 Monticello, New York 12701-3221

**Village of Monticello**  
 James Barnicle, Mayor  
 2 Pleasant Street  
 Monticello, New York 12701

**Village of Monticello**  
 Richard Sush, Manager  
 2 Pleasant Street  
 Monticello, New York 12701

**Village of Monticello**  
 Victor Marinello, Trustee  
 P.O. Box 1414  
 Monticello, New York 12701

**Town of Thompson Water & Sewer**  
 William D. Culligan, Supt.  
 4052 Route 42  
 Monticello, New York 12701

**Village of Monticello**  
 Clarence Decker, Water Supt.  
 2 Pleasant Street  
 Monticello, New York 12701

**Village of Monticello**  
 William Bertholf, Sewer Supt.  
 2 Pleasant Street  
 Monticello, New York 12701

**Village of Monticello**  
 Alan Reynolds, Highway Supt.  
 2 Pleasant Street  
 Monticello, New York 12701

**Town of Thompson**  
 Richard Benjamin, Highway Supt.  
 4052 Route 42  
 Monticello, New York 12701-3221

**Stewart Satenstein, Chairman**  
 10 Hanover Drive  
 Monticello, New York 12701

**Town of Thompson**  
 Thomas Belgiovene, Building Dept.  
 4052 Route 42  
 Monticello, New York 12701

**Jack Reuss, Captain**  
 20 Rose Valley Road  
 Monticello, New York 12701

**Robert Costa, Fire Police**  
 395 Katrina Falls Road  
 Rock Hill, New York 12775

**Sullivan Co. Bureau of Fire Services**  
 Richard Martinkovic, Coordinator  
 P.O. Box 5012  
 Monticello, New York 12701-3221

**American Red Cross**  
 Demaris Rundle, Disaster Rep.  
 55 Main Street  
 Goshen, New York 10924

**American Red Cross**  
 Cesar Rivera, Director Response  
 143 North Broadway  
 Nyack, New York 10960

**American Red Cross**  
 Roger Burch, Volunteer E.S.R.  
 55 Main Street  
 Goshen, New York 10924

**Catskill Regional Medical Center**  
 Rolland Bojo, Emergency Manager  
 P.O. Box 800  
 Harris, New York 12742

**Monticello Central School District**  
 John Travis, Director of Facilities  
 237 Forestburgh Road  
 Monticello, New York 12701

**Mobilemedic EMS**  
 Albee E. Bockman, President  
 P.O. Box 1  
 Hurleyville, New York 12747

**George Kinch, Fire Commissioner**  
 P.O. Box 702  
 Monticello, New York 12701

**Thomas Bogursky, President**  
 Rock Hill Volunteer Ambulance  
 P.O. Box 1  
 Rock Hill, New York 12775

**Neal Meddaugh, Captain**  
 Rock Hill Volunteer Ambulance  
 P.O. Box 1  
 Rock Hill, New York 12775

**Paula E. Kay, Esq.**  
 173 Bowers Road  
 Rock Hill, New York 12775

**United Way of Sullivan County  
Linda Cellini, CPO  
33 Lakewood Ave., P.O. Box 1036  
Monticello, New York 12701**

**Monticello Police Department  
Officer Kwane Delvalle  
2 Pleasant Street  
Monticello, New York 12701**

**911 Emergency Control Center  
David Kimmel, E-911 Coordinator  
P.O. Box 5012  
Monticello, New York 12701**

**APPENDIX 5: LIST OF POTENTIAL HAZARDOUS SITES IN THE TOWN OF THOMPSON & VILLAGE OF MONTICELLO**

<b>NO.</b>	<b>SITE/FACILITY NAME</b>	<b>ADDRESS</b>	<b>TYPE OF HAZARDOUS MATERIAL</b>
1	A.J. Hometown Oil, Inc.	Glen Wild Road, Glen Wild, NY 12738	Fuel Oil & Kerosene
2	A.T. Reynolds & Sons, Inc.	4496 State Rte 42 N., Monticello, NY 12701	Sodium Hypochlorite (Chlorine) & Propane Gas
3	Advanced Auto	Pleasant Street, Monticello, NY 12701	Petroleum Bulk Storage
4	Aero Star Petroleum (VEO)	115 Forestburgh Road, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
5	Aero Star Petroleum (VEO)	37 Katrina Falls Road, Rock Hill, NY 12775	Gasoline, Diesel Fuel & Kerosene
6	Arthur Glick Truck Sales	14 Bridgeville Road, Monticello, NY 12701	Petroleum Bulk Storage & Waste Oil Supply
7	Bank of New York	205 Broadway, Monticello, NY 12701	Petroleum Bulk Storage
8	Berenson Pari Mutual (Monticello Raceway)	State Route 17B, Monticello, NY 12701	Petroleum Bulk Storage & Generates Solid Hazardous Waste Materials
9	Big 'G' Gulf Station	127 Raceway Road, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
10	Billy's Stop Gas Station	998 Wolf Lake Road, Rock Hill, NY 12775	Gasoline, Diesel Fuel & Kerosene
11	Bogner-Seitel Lumber	76 St. John Street, Monticello, NY 12701	Petroleum Bulk Storage
12	Broadway Mini-Mart	353 Broadway, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
13	Carriage House Apartments	Shaker Heights Road, Monticello, NY 12701	Petroleum Bulk Storage
14	Catskill Regional Medical Center (CRMC)	Bushville Road, Harris, NY 12742	Generates Solid Hazardous Waste Materials (Medical Waste) & Petroleum Bulk Storage
15	CCD Painting	246 East Broadway, Monticello, NY 12701	Paint, Paint Supplies & Generates Solid Hazardous Waste Materials
16	Combined Energy Services (CES)	216 & 276 E Broadway, Monticello, NY 12701	Sodium Hypochlorite Solution (Bleach), Diesel Fuel, Sodium Hydroxide, Oxygen (Liquid), Nitrogen (Liquid), Carbon Dioxide Refrigerated Liquid, Sodium Hydroxide and Welding Supplies

17	Combin Energy Services (CES)	Thompson-Heiden Rd, Thompsonville, NY 12784	Propane Gas, Carbon Dioxide Refrigerated Liquid, Kerosene (Dyed) and Fuel Oil
18	Cooper Paint Distributors	Thorton Avenue, Monticello, NY 12701	Paint, Paint Supplies & Paint Thinners
19	Crystal Run Healthcare LLP	Crystal Run Road, Rock Hill, NY 12775	Propane, Diesel Fuel, Fuel Oil, Oxygen & Medical Waste
20	Dr. Clean	147 Broadway, Monticello, NY 12701	Dry Cleaning Chemicals Generates Solid Hazardous Waste Materials
21	Econo Lodge/Patio Motel	190 Broadway, Monticello, NY 12701	Petroleum Bulk Storage
22	Emerald Green Lake Louis Marie Wastewater Treatment Plant	Marginal Road, Rock Hill, NY 12775	Ferric Chloride (500 Gallons)
23	Emerald Green Pool	Lake Shore Drive East, Rock Hill, NY 12775	Chlorine
24	Emerald Green Water Plant	Lake Louise Marie Road, Rock Hill, NY 12775	Chlorine
25	Energy Propane/Burnwell Propane	78 Cold Spring Road, Monticello, NY 12701	Diesel Fuel, LP & Methanol Propane Gas (3) 18,000. Gallon Propane Tanks
26	Excal International Development Corp.	49 Kroeger Road, Monticello, NY 12701	Petroleum Bulk Storage & Generates Solid Hazardous Waste Materials
27	Fallsburg Gas Company	Glen Wild Road, Glen Wild, NY 12738	Petroleum Bulk Storage (Propane)
28	Fast Eddie's Auto Wreckers	201 Harris Road, Monticello, NY 12701	Petroleum Bulk Storage
29	Frontier Insurance Company	Lake Louise Marie Road, Monticello, NY 12775	Petroleum Bulk Storage
30	Giuseppes Tailors & Cleaners	85 Jefferson Street, Monticello, NY 12701	Dry Cleaning Chemicals Generates Solid Hazardous Waste Materials
31	Goerge L. Cooke Elementary School	69 Richardson Avenue, Monticello, NY 12701	Petroleum Bulk Storage
32	Greenwood Apartments	Greenwood Way, Monticello, NY 12701	Petroleum Bulk Storage
33	Harry O's Cleaning Service	418 Broadway, Monticello, NY 12701	Cleaning Chemicals Generates Solid Hazardous Waste Materials
34	Heritage Inn	202 Broadway, Monticello, NY 12701	Petroleum Bulk Storage

35	Hillside Garden Apartments	11 Hillside Avenue, Monticello, NY 12701	Petroleum Bulk Storage
36	Home Depot Store #6172	68 Thompson Square, Monticello, NY 12701	Paint, Paint Supplies & Generates Solid Hazardous Waste Materials
37	Ike's Auto Parts, Inc.	74 Pleasant Street, Monticello, NY 12701	Petroleum Bulk Storage
38	Jefferson Gardens Apartments	Wood Avenue, Monticello, NY 12701	Petroleum Bulk Storage
39	Jim's Automotive	74 Jefferson Street, Monticello, NY 12701	Waste Oil Supply
40	Kapito Bros, Inc.	Jefferson Street, Monticello, NY 12701	Petroleum Bulk Storage & Waste Oil Supply
41	Kenneth L. Rutherford Elementary School	26 Patricia Place, Monticello, NY 12701	Petroleum Bulk Storage
42	Kiamesha Exxon Station	4019 State Route 42 N., Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
43	Kiamesha Lake Wastewater Treatment Plant	128 Rock Ridge Drive, Monticello, NY 12701	Ferric Chloride (500 Gallons) & Petroleum Bulk Storage
44	Kose Enterprises	361 Broadway, Monticello, NY 12701	Petroleum Bulk Storage
45	Kutsher's Country Club	Kutsher Road, Monticello, NY 12701	Petroleum Bulk Storage & Chlorine
46	Kutsher's Sports Academy	Anawana Lake Road, Monticello, NY 12701	Petroleum Bulk Storage
47	Lake Louise Marie Pool	Lake Louise Marie Road, Rock Hill, NY 12775	Chlorine
48	LOZ Corp. (Mobile Station)	933 State Route 17B, Mongaup Valley, NY 12762	Gasoline, Diesel Fuel & Kerosene
49	Mall Cleaners, Monticello Mall	Monticello Mall, Monticello, NY 12701	Generates Solid Hazardous Waste Materials
50	Maplewood Auto Service Center	266 State Route 17B, Monticello, NY 12701	Petroleum Bulk Storage & Waste Oil Supply
51	Marty's Service Center	4083 State Route 42 N., Monticello, NY 12701	Petroleum Bulk Storage & Waste Oil Supply
52	Mobile Mart #786	4033 State Route 42 N., Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
53	Monticello Black Top Plant	Patio Drive, Monticello, NY 12701	Petroleum Bulk Storage
54	Monticello Central School Bus Garage	15 Forestburgh Road, Monticello, NY 12701	Petroleum Bulk Storage

55	Montice" Country Store	150 Broadway, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
56	Monticello Exxon Station	Broadway & Jefferson St., Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
57	Monticello High School	150 Wood Avenue, Monticello, NY 12701	Petroleum Bulk Storage & Generates Solid Hazardous Waste Materials
58	Monticello Housing Authority	76 Evergreen Drive, Monticello, NY 12701	Petroleum Bulk Storage
59	Monticello Housing Authority	55 Liberty Street, Monticello, NY 12701	Petroleum Bulk Storage
60	Monticello Maintenance & Storage Facility (Sullivan County Dept. of Public Works)	State Route 17B, Monticello, NY 12701	Gasoline, Diesel Fuel & LP
61	Monticello Middle School	Wood Avenue, Monticello, NY 12701	Petroleum Bulk Storage & Generates Solid Hazardous Waste Materials
62	Monticello Professional Car Wash & Quick Lube	Plaza Drive, Monticello, NY 12701	Petroleum Bulk Storage & Waste Oil Supply
63	Monticello Trading Post	116 Broadway, Monticello, NY 12701	Paint, Paint Supplies, Paint Thinners & Chlorine
64	Monticello Wood Flooring	79 St John Street, Monticello, NY 12701	Generates Solid Hazardous Waste Materials
65	Mountain Mall	121 East Broadway, Monticello, NY 12701	Propane Gas
66	NYNEX Building	Broadway & Lakewood Ave, Monticello, NY 12701	Generates Solid Hazardous Waste Materials
67	NYS Dept. of Transportation	East Broadway, Monticello, NY 12701	Petroleum Bulk Storage
68	NYSEG Coopers Corners Substation	State Route 17B, Monticello, NY 12701	Sulfuric Acid
69	NYSEG Electric Sub-Station	Katrina Falls Road, Rock Hill, NY 12775	Unknown
70	NYSEG Monticello Service Garage	Cold Spring Road, Monticello, NY 12701	Petroleum Bulk Storage
71	Oakley Cleaners	156 Broadway, Monticello, NY 12701	Dry Cleaning Chemicals Generates Solid Hazardous Waste Materials
72	Prestige Towing & Recovery	Old State Route 17, Harris, NY 12742	Waste Oil Supply & Propane
73	Quickway Metal Fabrications	East Broadway, Monticello, NY 12701	Petroleum Bulk Storage

74	Raceway Exxon Station	4 Raceway Road, Monticello NY 12701	Gasoline, Diesel Fuel & Kerosene
75	Recovery Center	17 Hamilton Avenue, Monticello, NY 12701	Petroleum Bulk Storage
76	Recovery Center	196 Broadway, Monticello, NY 12701	Petroleum Bulk Storage
77	Reddy Trucking Company, Inc.	Maplewood Garden Road, Monticello, NY 12701	Petroleum Bulk Storage
78	Robert Green Chevrolet-Oldsmobile	Exit 107 State Rte 17 East, Monticello, NY 12701	Petroleum Bulk Storage & Generates Solid Hazardous Waste Materials
79	Rock Hill Exxon Station	7 Glen Wild Road, Rock Hill, NY 12775	Gasoline, Diesel Fuel & Kerosene
80	Rock Hill Service Center	Katrina Falls Road, Rock Hill, NY 12775	Waste Oil Supply & Petroleum Bulk Storage
81	Rock Hill Trading Post	Rock Hill Drive, Rock Hill, NY 12775	Paint, Paint Supplies, Paint Thinners & Chlorine
82	Route 42 Country Store	41 Forestburgh Road, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
83	Saint Peters Church	10 Liberty Street, Monticello, NY 12701	Petroleum Bulk Storage
84	SC of Mid Hudson NY (Valero Station)	4020 State Route 42 N., Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
85	Schmidts Wholesale, Inc.	Jefferson Street, Monticello, NY 12701	Petroleum Bulk Storage
86	Sedlack's Auto Body, Inc.	3444 State Route 42 S., Monticello, NY 12701	Generates Solid Hazardous Waste Materials
87	Shaker Heights Apartments	Shaker Heights Road, Monticello, NY 12701	Petroleum Bulk Storage
88	Shivani Corporation (Mobile Station)	Rose Valley Road, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
89	Shore Garden Apartments	Wood Avenue, Monticello, NY 12701	Propane Gas
90	Slate Hill Sand & Gravel Company	State Route 17B, Monticello, NY 12701	Petroleum Bulk Storage
91	Stewart's Shops #288	State Route 42 S., Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
92	Stewart's Shops #373	8 High Street, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
93	Sullivan County Chapter, NY	162 East Broadway, Monticello, NY 12701	Petroleum Bulk Storage
94	Sullivan County Dept. of Public Works	State Route 17B, Monticello, NY 12701	Petroleum Bulk Storage & Transports Solid Hazardous

			Waste Materials
95	Sullivan County Landfill	973 East Broadway, Monticello, NY 12701	Generates Solid Hazardous Waste Materials, Hazardous Waste Treatment Storage Disposal Facility & Petroleum Bulk Storage
96	Sullivan Materials Bridgeville Facility (Callanan Industries)	100 Sullivan Road, Monticello, NY 12701	Asphalt, Fuel Oil & Dynamite
97	The Center For Discovery (SDTC)	501 Old Route 17, Harris, NY 12742	Propane, Fuel Oil, Oxygen & Medical Waste
98	The Lodge at Rock Hill	Rock Hill Drive, Rock Hill, NY 12775	Petroleum Bulk Storage
99	Thiele's Truck Repair	80 Cold Spring Road, Monticello, NY 12701	Petroleum Bulk Storage
100	Thompson Square Mall	State Route 42 North, Monticello, NY 12701	(6) 1,000 Gallon Propane Tanks
101	Town of Thompson Highway Department	33 Jefferson Street, Monticello, NY 12701	Petroleum Bulk Storage & Transports Solid Hazardous Waste Materials
102	Ultra Power Citgo Station	117 Jefferson Street, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
103	Ultra Power Corp.	Kaufman Road, Monticello, NY 12701	Fuel Oil, Diesel Fuel, Kerosene & Gasoline
104	Ultra Power Food Market	62 Pleasant Street, Monticello, NY 12701	Gasoline, Diesel Fuel & Kerosene
105	United Beverage Co., Inc. Mama Sez Bakery	1243 Old Route 17, Harris, NY 12742	Propane Gas
106	United Cerebral Palsy	Benmoshe Road, Harris, NY 12742	Petroleum Bulk Storage
107	United Way of Sullivan County	33 Lakewood Avenue, Monticello, NY 12701	Petroleum Bulk Storage
108	VanEtten Oil Company, Inc.	66 St John Street, Monticello, NY 12701	Fuel Oil, Kerosene, Diesel Fuel & Gasoline
109	Verizon GWC	St John Street Ext., Monticello, NY 12701	Fuel Oil & Propane Gas
110	Verizon New York, Inc.	10-15 St John Street, Monticello, NY 12701	Battery Sulfuric Acid, Diesel Fuel, Propane & Generates Solid Hazardous Waste Materials
111	Village of Monticello Highway Department	2 Pleasant Street, Monticello, NY 12701	Petroleum Bulk Storage
112	Village of Monticello Wastewater Treatment	Waverly Avenue, Monticello, NY 12701	Chlorine Gas (2-1) Ton Cyl.

	Plant		
113	Village of Monticello Water Department	State Route 42 N., Monticello, NY 12701	Chlorine Gas (2-1) Ton Cyl. & Petroleum Bulk Storage
114	Wal-Mart Supercenter	33 Anawana Lake Road, Monticello, NY 12701	Propane Gas, Paint, Paint Supplies & Waste Oil Supply
115	Winwood Condominiums	509 West Broadway, Monticello, NY 12701	Petroleum Bulk Storage
116	Woodhill Apartments	100 Wood Avenue, Monticello, NY 12701	Petroleum Bulk Storage
117	Wyde Lumber & Supply Corp.	State Route 17B, Monticello, NY 12701	Petroleum Bulk Storage & Generates Solid Hazardous Waste Materials

**APPENDIX 6: MAP OF POTENTIAL HAZARDOUS AREAS IN THE  
TOWN OF THOMPSON  
AND THE VILLAGE OF MONTICELLO**

**THE MAP IS INCOMPLETE AT THIS TIME AND WILL FOLLOW SHORTLY.**

ALYCE VAN ETTEN, President  
Board of Education

EILEEN P. CASEY  
Superintendent of School

MONTICELLO CENTRAL SCHOOL DISTRICT

237 Forestburgh Road  
Monticello, New York 12701  
Tel.: 845-794-7700  
Fax: 845-794-7710

Office of EILEEN P. CASEY  
Superintendent of Schools  
Administration Building  
Monticello, New York 12701

April 27, 2006

Hon. Anthony Cellini  
Supervisor  
Town of Thompson  
4052 Route 42  
Monticello, NY 12701-3221

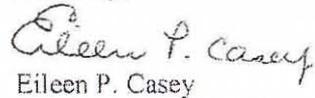
Dear Supervisor Cellini,

In response to your letter requesting Monticello High School as a designated location that is large enough to accommodate a substantial number of people for an unspecified length of time to be used as an emergency evacuation facility, please be advised that the Monticello Board of Education has approved this request. Attached please find a copy of the minutes of the Board meeting pertaining to this request.

In addition, we are appreciative of the opportunity to have John Travis, MCSD Director of Facilities, as a member of the committee to complete a comprehensive emergency management plan for the Town of Thompson and the Village of Monticello. We recognize that this is a very important process.

Please feel free to call on us at any time. We would be happy to assist in any way possible.

Sincerely,



Eileen P. Casey  
Superintendent of Schools

Marjorie Sweet	- Teacher of English as a Second Language	9/1/06
Dana Van Wart	- Special Subject Tenure Area – Education of Children with Handicapping Conditions	9/1/06
Patricia Whipple	- Elementary Tenure Area	9/1/06

**ADOPTION OF 2006-2007 BUDGET**      G2e  
7:0      Upon motion by Richard Feller, seconded by John Pavese, the Board of Education approved the adoption of the 2006-2007 Budget in the amount of \$64,141,695.

6:0      Upon motion by Eugene Nesin, seconded by Vivian Liff, the Board moved to have a separate proposition for buses in the amount of \$376,000.

**2006-2007 SCHOOL CALENDAR**      G2f  
7:0      Upon motion by Vivian Liff, seconded by Susan Horton, the Board of Education approved the 2006-2007 School Calendar.

**APPROVAL OF TELEPHONE WORK & EASEMENT – DUGGAN SCHOOL**      G2g  
7:0      Upon motion by Vivian Liff, seconded by Susan Horton, the Board of Education approved the telephone easement for the Duggan School.

**APPROVAL OF MHS AS EMERGENCY FACILITY**      G2h  
7:0      Upon motion by Vivian Liff, seconded by Robert Stewart, the Board of Education approved the use of the Monticello High School as an emergency evacuation facility for the Town of Thompson.

**SPECIAL TRANSPORTATION BID**      G2i  
7:0      Upon motion by Richard Feller, seconded by John Pavese, the Board of Education tabled the attached special transportation bid.

**PRIVATE SCHOOL TRANSPORTATION REQUEST**      G2j  
7:0      Upon motion by Richard Feller, seconded by Susan Horton, the Board of Education approved the attached private school transportation request for a student to St. Peter's Regional School.

**NON-UNION SUPPORT STAFF SALARIES**      G2k  
7:0      Upon motion by Robert Stewart, seconded by Eugene Nesin, the Board of Education approved the salary adjustment for the non-union support staff.

**APPROVAL OF PROPERTY TAX REPORT CARD**      G2l  
7:0      Upon motion by Richard Feller, seconded by John Pavese, the Board approved the Property Tax Report Card.

**PETITIONS RECEIVED**      G2m  
6:1      Upon motion by Richard Feller, seconded by John Pavese, the Board of Education moved to accept the petition received by the voters that states "shall the term of each elected member of the Board of Education ..... and that said proposition be put on the May 16 ballot.  
Richard Feller – yes      John Pavese - yes  
Susan Horton – Yes      Robert Stewart - yes  
Vivian Liff – no      Alyce Van Etten - yes  
Eugene Nesin – yes

**UNITED WAY OF SULLIVAN COUNTY**

33 LAKEWOOD AVE., PO BOX 1036  
MONTICELLO, NY 12701



Tel: (845) 794-1771  
Fax: (845) 791-4205

[unitedwaysullivan@verizon.net](mailto:unitedwaysullivan@verizon.net)

August 1, 2006

Ms. Marilee J. Calhoun  
Town of Thompson  
Emergency Management Committee  
4052 Route 42  
Monticello, NY 12701-3221

Dear Ms. Calhoun,

After the past Emergency Management Committee meetings, the committee proposed using our United Way building and the Partners in Community house as emergency evacuations centers. Our Board of Directors have unanimously approved the use of our locations as evacuation centers. If you have any questions or concerns, please contact Linda Cellini or Julian Dawson at (845) 794-1771.

Thank You,

  
Julian Dawson  
Administrative Assistant

**UNITED WAY OF SULLIVAN COUNTY**

33 LAKEWOOD AVE., PO BOX 1036  
MONTICELLO, NY 12701



Tel: (845) 794-1771  
Fax: (845) 791-4205

[unitedwaysullivan@verizon.net](mailto:unitedwaysullivan@verizon.net)

June 6, 2007

Marilee J. Calhoun, Committee Secretary  
Town of Thompson  
Emergency Management Committee  
4052 Route 42  
Monticello, NY 12701

Dear Ms. Calhoun,

In the past the Emergency Management Committee has used the United Way's Partners In Community House as possible evacuation facilities in the event of an emergency. As of January 1, 2007, the United Way no longer owns the PIC House. If there is any other way we can accommodate the committee with possible evacuation, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Julian Dawson".

Julian Dawson  
Administrative Assistant



## Sullivan County By the Numbers

As of May 31, 2006 in Sullivan County, the chapter:

- Responded to 24 fires and other emergencies
- Assisted 130 adults and children with food, shelter and/or counseling following a disaster

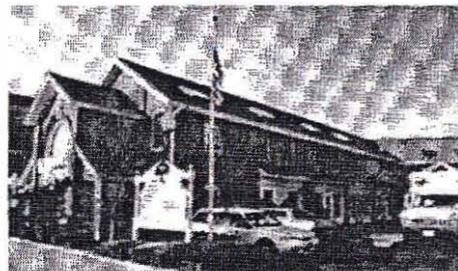
In 2005 in Sullivan County, the chapter:

- Responded to 59 fires and other emergencies
- Assisted 329 adults and children with food, shelter and/or counseling following a disaster

## Sullivan County Advisory Board Members

[read more](#)

## Sullivan County Area Office



**Contact:**  
845-294-9785 or send e-mail

**Address:**  
55 Main Street  
Goshen, NY 10924

**Driving Directions:**  
From Palisades Parkway, take Exit 9 onto the New York State Thruway to Exit 16 (Harriman) to Route 17 West. Take Exit 124 (Goshen). At blinking light make first left. Follow to traffic light. Turn right on Route 207 East. The area office is at the next light on left.

[view map](#)

**Course Address:**  
Liberty Parks and Recreation Building  
119 N. Main Street  
Liberty, NY 12754

[view map](#)



## American Red Cross in Greater New York

IMAGINE NEW YORK WITHOUT IT

### Mission

The American Red Cross in Greater New York is a humanitarian organization, led by volunteers, that provides relief to victims of disasters and helps people prevent, prepare for, and respond to emergencies. It accomplishes this mission through services that are consistent with its Congressional Charter and the Fundamental Principles of the International Red Cross movement.

### Principles

**Humanity** - The International Red Cross and Red Crescent Movement, born of a desire to bring assistance without discrimination to the wounded on the battlefield, endeavours, in its international and national capacity, to prevent and alleviate human suffering wherever it may be found. Its purpose is to protect life and health and to ensure respect for the human being. It promotes mutual understanding, friendship, cooperation and lasting peace amongst all peoples.

**Impartiality** - It makes no discrimination as to nationality, race, religious beliefs, class or political opinions. It endeavours to relieve the suffering of individuals, being guided solely by their needs, and to give priority to the most urgent cases of distress.

**Neutrality** - In order to continue to enjoy the confidence of all, the Movement may not take sides in hostilities or engage at any time in controversies of a political, racial, religious or ideological nature.

**Independence** - The Movement is independent. The National Societies, while auxiliaries in the humanitarian services of their governments and subject to the laws of their respective countries, must always maintain their autonomy so that they may be able at all times to act in accordance with the principles of the Movement.

**Voluntary Service** - It is a voluntary relief movement not prompted in any manner by desire for gain.

**Unity** - There can be only one Red Cross or one Red Crescent Society in any one country. It must be open to all. It must carry on its humanitarian work throughout its territory.

**Universality** - The International Red Cross and Red Crescent Movement, in which all Societies have equal status and share equal responsibilities and duties in helping each other, is worldwide.



## Disaster Services

*When Richard C.'s\* brother and elderly mother were hurt in a devastating apartment fire in Queens, Red Cross responders were on the scene to help them through this difficult time. "One of the Red Cross workers took me aside and told me about what the Red Cross did, and how they could help us out," Richard recalled. "They immediately gave me food and clothing vouchers for both my mother and my brother, since so many of their possessions had been burned in the fire."*

*When Richard's mother died a few days later from prior illness exasperated by the smoke inhalation, his Red Cross caseworker provided support, and let him know that the Red Cross could also help his family pay for her funeral expenses. Although Richard had known that the Red Cross helped people at large-scale disasters, he hadn't realized that we also help people affected by residential fires. "I wouldn't have been able to get through all of this without the Red Cross," he concluded gratefully. "They came through for us when we really needed them, and they've been there every step of the way."*

The American Red Cross in Greater New York operates the busiest disaster response program in the nation, and helps people like Richard every day. Whether it's an apartment fire or a large-scale disaster like the Staten Island Ferry incident, we arrive at emergencies within minutes, 24/7, 365 days a year. We supplement the efforts of city agencies to ensure that the citizens of New York are safe and have the assistance they need. Our volunteers help those affected by disaster with food, clothing and shelter, as well as mental health support and financial assistance. We respond to an average of eight emergencies a day and more than 3,100 emergencies each year.

\*name has been changed to protect the privacy of our client

### Related Links:

- [Help Victims of Disasters](#)
- [Ready When the Time Comes for Companies](#)
- [Disaster Services Training for Volunteers](#)
- [Get Help](#)
- [Donate Now](#)

**Mission Statement  
of  
United Way of Sullivan County**

**THE PURPOSE OF THE UNITED WAY OF SULLIVAN COUNTY  
IS TO  
UNITE CITIZENS CONCERNED WITH VOLUNTEERISM  
IN AN EFFORT TO  
PROVIDE NEEDED HUMAN CARE SERVICES**

***“IMPACTING AND IMPROVING OUR COMMUNITY”***

**FUNDRAISING:** The United Way of Sullivan County conducts an annual fundraising campaign. Members of the campaign team meet with employees within local businesses and provide them the opportunity to make a contribution each pay period through a payroll deduction. Corporate and individual donations are also encouraged. All contributions stay in Sullivan County to assist local human service agencies unless the donor request otherwise. Donors may select an agency or have their contribution distributed through the Budget & Allocation process. Employees working outside of Sullivan County also have the opportunity to designate their contributions to our area. We receive many contributions from our second home owners.

**B/A COMMITTEE:** Informed community volunteers analyze critical needs and direct your contributions to address those needs through local agencies. Their work continues throughout the year, assuring accountability, identifying and assessing community needs, and monitoring supported programs . The United Way of Sullivan County is governed by a local Board of Directors.

**NEEDS ASSESSMENT:** The United Way meets with community leaders, local residents and volunteers to discuss what services are needed in Sullivan County that the present Human Service Agencies did not provide.

**2-1-1 HUDSON VALLEY REGION INFORMATION & REFERRAL CALL CENTER:** Through the leadership of the United Ways of Dutchess, Orange, Rockland, Sullivan, Ulster, and Westchester-Putnam, the Hudson Valley Region Health and Human Services Information & Referral Call Center has been developed to service the 2.1 million persons residing in the seven county region. Dialing the three numbers 211 allows residents to receive needed information from one location. Call specialist are available 7 days a week from 7am to 7pm to assist in finding the service you need.

**TECHNICAL SERVICE:** Through the United Way of America and the United Way of New York State, as well as local volunteers, we are able to provide technical assistance to other agencies.

## ***"IMPACTING AND IMPROVING OUR COMMUNITY"***

**COORDINATED CHILDREN'S SERVICES INITIATIVE:** The United Way of Sullivan County is the Fiscal Agent for CCSI funds for Sullivan County.

CCSI is a process designed to reduce the number of unnecessary residential placements of children with serious emotional and/or behavioral problems. It is an innovative approach to working with families who need the help from a variety of services. It is a family friendly planning process that concentrates on family and individual strengths rather than on deficits.

**EMERGENCY FOOD, UTILITY & SHELTER ASSISTANCE:** The United Way of Sullivan County administers the local Emergency Food and Shelter National Board Program. A local Emergency Food and Shelter Board helps distribute these funds to agencies, churches and synagogue that provide assistance to those in need. This funding is used to target special emergency needs. Emergency needs refer to economic, not disaster related, emergencies. One time Emergency Food and Shelter funding can supplement food, shelter (including transitional shelter), rent/mortgage and utility assistance in ways that can really make a difference.

**PROJECT CARE :** So often we want to reach out and help those in need but don't always know how to do it. Project Care offers you several different ways to help those less fortunate than yourself by providing happiness and hope to disadvantaged children who might otherwise be overlooked at the holiday season.

**FOOD DRIVE- NATIONAL LETTER CARRIERS, US POSTAL SERVICE, CAMPBELL SOUP & UNITED WAY:** The National Letter Carriers, US Postal Service, Campbell's Soup and the United Way work together to conduct an annual food drive. The food is distributed to the food pantry closest to the local Post Office.

**"PARTNERS IN COMMUNITY HOUSE"** was donated by Wal\*Mart to the Partners In Community through the United Way of Sullivan County. It provides a place for agencies that do not have offices in Sullivan County who need a larger place to offer programs, such as Autistic Support Group, Heathy Beginnings, and Girl Scouts. It also is a way for agencies, schools, and volunteers to share information and work collaboratively on grants and other community projects.

**WARDROBES FOR WORK:** Business and Human Services organizations in Sullivan County have joined together in a venture called Wardrobes for Work (W.F.W), which operates under the auspices of the Sullivan County United Way. W.F.W provides proper work attire to assist individuals in finding and maintaining employment. In order to qualify, individuals must be enrolled in a county work program. To find out more information on how you can help or donate, contact Chairperson Valerie Litt at (845) 736-4324.



## 2-1-1 Hudson Valley Region

A Partnership of United Ways... Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster, and Westchester

### WHAT IS 2-1-1

2-1-1 is the national abbreviated dialing code for free access to health and human services information and referral (I&R). 2-1-1 is an easy-to-remember and universally recognizable number that makes a critical connection between individuals and families seeking services or volunteer opportunities and the appropriate community-based and government organizations and agencies. 2-1-1 makes it possible for people to navigate the complex and ever-growing maze of human services' organizations and programs. By making services easier to access, 2-1-1 encourages prevention and fosters self-sufficiency.

United Way of America is working in partnership with the Alliance of Information and Referral Systems (AIRS) to advance the nationwide rollout of 2-1-1.

### WHY HAVE 2-1-1

Every hour of every day, someone in the United States needs essential services—from finding substance abuse assistance to securing adequate care for a child or an aging parent. Faced with a dramatic increase in the number of organizations and help lines, people often don't know where to turn. In many cases, people end up going without these necessary and readily available services because they do not know where to start.

While services that are offered through 2-1-1 vary from community to community, 2-1-1 provides callers with information about and referrals to human services for every day needs and in times of crisis. For example, 2-1-1 can offer access to the following types of services:

- **Basic Human Needs Resource:** food banks, clothing closets, shelters, rent assistance, utility assistance.
- **Physical and Mental Health Resources:** health insurance programs, Medicaid and Medicare, maternal health, Children's Health Insurance Program, medical information lines, crisis intervention services, support groups, counseling, drug and alcohol intervention and rehabilitation.
- **Employment Supports:** financial assistance, job training, transportation assistance, education programs.
- **Support for Older Americans and Persons with Disabilities:** adult day care, congregate meals, Meals on Wheels, respite care, home health care, transportation, homemaker services.
- **Support for Children, Youth and Families:** childcare, after school programs, Head Start, family resource centers, summer camps and recreation programs, mentoring, tutoring, protective services.
- **Volunteer Opportunities and Donations.**

United Way of Sullivan County PO Box 1036 Monticello · New York · 12701   
Phone: 845-794-1771 · Fax: 845-791-4205 email: [unitedwaysullivan@verizon.net](mailto:unitedwaysullivan@verizon.net)

## **BENEFITS TO 2-1-1 USERS**

- One call gives you access to resources across your community. 2-1-1 is efficient, fast and easy to use.
- No more wrong numbers; no more wasted time trying to find the right resource(s).
- 2-1-1 is a confidential call; most often the name of the caller is not even taken.
- 2-1-1 maintains the integrity of the 9-1-1 system/ saving that vital community resource for life and death emergencies.
- 24-hour/7 days a week availability; 2-1-1 is always there for you.
- 2-1-1 is an easy way to find or give help in your community.

## **COMMUNITY BENEFITS**

- 2-1-1 strengthens our community by uniting the people in our area who want to help with those who need help.
- There are almost 900,000 non-profit organizations in the United States plus scores of government agencies. People looking for assistance have trouble navigating a complicated web of health and human service programs. Likewise, people who want to help often do not know where to begin.
- 2-1-1 is a useful planning tool. Based on aggregate data about the types of calls that the 2-1-1 Center receives, communities are in a better position to anticipate demand for services and mobilize resources to meet changing needs.
- 2-1-1 touches the lives of every person in the community, and whether you are in a situation where you need help or find yourself later in a situation to give help, 2-1-1 is always there for you.

## **BENEFITS AS CRISIS TOOL:**

- 2-1-1 is a critical information system, which is necessary prior to, during and after a community crisis such as an attack, flood, fire, or other local or national tragedy. Prior to a community crisis, it is critical that an information system is in place that will respond to the crisis at a moment's notice.
- 2-1-1 responds immediately during times of crisis, to field calls regarding the crisis and to direct callers to services most appropriate for their needs.
- Once 2-1-1 is implemented, it maintains a permanent presence in the community. As a result, people can find the help they need whether their needs arise a week or several years after the crisis event.

### **COST SAVINGS OF 2-1-1**

- United Way of America estimates that a fully realized 2-1-1 system that meets national standards will cost approximately \$1.00 - \$1.50 per capita.
- The University of Nebraska's Public Policy Center estimates that a fully realized 2-1-1 system in Nebraska will bring \$7.4 million in benefits to the state of Nebraska with a population of 1.7 million.
- The benefits of 2-1-1 systems increase over time, as new, innovative uses are employed for the number. For example, Connecticut's 2-1-1 system manages the State of Connecticut's QuitLine, a tobacco use cessation hotline. To do this they hired one program manager and trained 2-1-1 call specialists on how to handle QuitLine specific calls. It is estimated that without the 2-1-1 partnership the QuitLine would have needed to establish a call center and hire five to seven people to handle the calls.

I need to find  
some activities  
for my child.  
Where can I go?

Call  
2-1-1

I'm having trouble  
paying my bills...  
I need help

My spouse  
gets violent ...  
What can I do?

My father fell again - he lives  
in a nearby county and I just  
can't be there all the time.  
Who can I call?

Hudson Valley Region

**2-1-1**<sup>TM</sup>

Get Connected. Get Answers.

Dutchess • Orange • Putnam  
Rockland • Sullivan • Ulster • Westchester



Hudson Valley Region

**2-1-1**<sup>TM</sup>

Get Connected. Get Answers.

Dutchess • Orange • Putnam  
Rockland • Sullivan • Ulster • Westchester



2-1-1 is a free, confidential, multi-lingual information and referral (I&R) telephone service available in the Hudson Valley.

Knowledgeable and caring I&R specialists can put callers who need help in touch with the thousands of health and human services in the region that can help.

Call 2-1-1 for ...

everything from basic needs like food, clothing and shelter to legal services, drug treatment, employment support, child-care, physical/mental health resources, elder care, services for persons with disabilities and more.

24 hours a day  
7 days a week

TTY available for hearing impaired

# Town of Thompson Emergency Management Plan

## PLEASURE LAKE (SOUTH FALLSBURG) DAM FAILURE

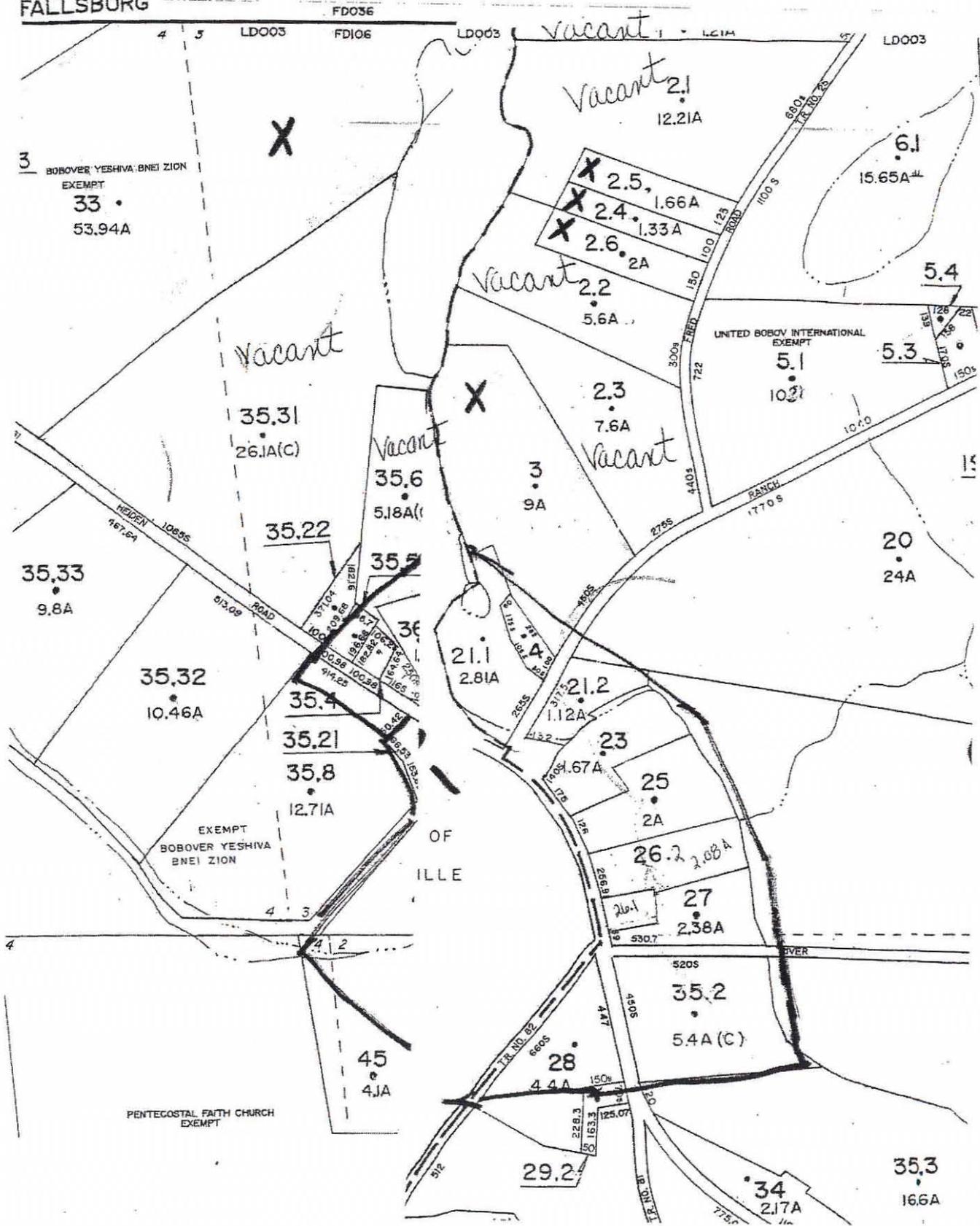
Below you find a list of properties (parcels), which may be affected in the event of a Dam failure at the Pleasure Lake Dam, located within the Town of Fallsburg.

Parcels	Sec/Lot/Block#	Property Owners	Location
1)	15-1-33	Bobover Yeshiva Bnei Zion P.O. Box 190376 Brooklyn, N.Y. 11219	Heiden Road
2)	16-1-2.4	Kostantinos & Burdell Astras P.O. Box 156 Thompsonville, N.Y. 12784	Fred Road
3)	16-1-2.5	Sebatian & Liberta Brusca C/O Peter Brusca 159-24 98 <sup>th</sup> Street Howard Beach, N.Y. 11414	Fred Road
4)	16-1-2.6	Benjamin & Iris Gellis 1032 East 81 <sup>st</sup> Street Brooklyn, N.Y. 11236	Fred Road
5)	16-1-3	Ann Martha & John Plohetski 43 Chesterton Avenue Staten Island, N.Y. 10306	Fred Road

**Note:** There are also several vacant parcels located within the possible flood area.

**See attached section of the Town of Thompson Tax Map**

FALLSBURG



**ADOPTION OF THE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**The Following Resolution Was Duly Adopted: Res. No. 359 of the Year 2006.**

Resolved, that the Comprehensive Emergency Management Plan for the Town of Thompson and Village of Monticello hereby be adopted as presented.

Moved by: Councilman Rieber Seconded by: Councilman Diaz-Corley

Vote: Ayes 5 Cellini, Rieber, Briggs, Diaz-Corley, and Jankiewicz.

Nays 0

**APPOINTMENT OF EMERGENCY SERVICES COORDINATOR**  
**The Following Resolution Was Duly Adopted: Res. No. 360 of the Year 2006.**

Resolved, that William D. Culligan, Superintendent of Water and Sewers hereby be appointed to act as the Emergency Services Coordinator for the Town of Thompson.

Moved by: Councilman Rieber Seconded by: Councilman Diaz-Corley

Vote: Ayes 5 Cellini, Rieber, Briggs, Diaz-Corley, and Jankiewicz.

Nays 0

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MONTICELLO ADOPTING THE PROPOSED COMPREHENSIVE EMERGENCY MANAGEMENT PLAN FOR THE VILLAGE OF MONTICELLO AND THE TOWN OF THOMPSON**

**WHEREAS**, it is required under current law for each municipality in the State of New York to adopt an emergency management plan; and

**WHEREAS**, the Town of Thomson ("Town") and the Village of Monticello ("Village") have, in coordination with other local, state and federal agencies developed a comprehensive proposed Emergency Management Plan which is a work in progress; and

**WHEREAS**, the Board of Trustees of the Village of Monticello has reviewed the proposed comprehensive Emergency Management Plan and finds that it is in the best interest of the Village of Monticello.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the Board of Trustees of the Village of Monticello

1. THAT the Board of Trustees of the Village of Monticello does hereby adopt the comprehensive proposed Emergency Management Plan; and
2. THAT the Board of Trustees of the Village of Monticello does hereby authorize the Mayor to execute the above referenced plan; and
3. THAT this resolution shall be effective immediately upon signature of the Village Clerk.

A motion was made by Trustee VanDermark, seconded by Trustee Marinello, approved on a roll call vote as follows: Trustee Schoonmaker, nay; Trustee Jenkins, nay; Trustee Marinello, aye; Trustee VanDermark, aye; Mayor Barnicle, aye; to adopt the above resolution. Motion carried 3 ayes -2 nays.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MONTICELLO APPOINTING A COMPREHENSIVE EMERGENCY MANAGEMENT COORDINATOR FOR THE VILLAGE OF MONTICELLO**

**WHEREAS**, it is required under current law for each municipality in the State of New York to adopt an emergency management plan; and

Minutes - Regular Village Board Meeting  
1/2/07

**WHEREAS**, the Town of Thomson ("Town") and the Village of Monticello ("Village") have, in coordination with other local, state and federal agencies, developed a comprehensive proposed Emergency Management Plan which is a work in progress; and

**WHEREAS**, the Board of Trustees of the Village of Monticello has adopted the proposed comprehensive Emergency Management Plan which is a work in progress and finds that it is in the best interest of the Village of Monticello; and

**WHEREAS**, the plan will continue to be modified through intermunicipal and interagency cooperation and consultation; and

**WHEREAS**, Deputy Mayor/Trustee Victor Marinello has worked in coordination with other local, state and federal agencies and assisted in the hands-on development of the comprehensive Emergency Management Plan adopted by the Village; and

**WHEREAS**, the Board of Trustees of the Village of Monticello finds that it is in the best interest of the Village to appoint Deputy Mayor/Trustee Victor Marinello, as the Emergency Management Coordinator to continue to serve as liason to the continued development of the Emergency Management Plan which is a work in progress.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the Board of Trustees of the Village of Monticello

1. THAT the Board of Trustees of the Village of Monticello does hereby appoint Deputy Mayor/Trustee Victor Marinello as Emergency Management Coordinator; and
2. THAT this resolution shall be effective immediately upon signature of the Village Clerk.

Discussion-Mayor Barnicle indicated that Trustee Marinello represented the Village on this committee compiling this document.

Trustee Schoonmaker did not feel that Trustee Marinello had the training and expertise to be nominated as the Emergency Management Coordinator.

Trustee Jenkins felt that Trustee Marinello has a conflict because he is on the Village Board, and he felt the Village should find someone who has the training and is not on the Village Board.

Mayor Barnicle felt that Trustee Marinello should be appointed the coordinator since he helped write the plan and is the most knowledgeable of its content.

Minutes - Regular Village Board Meeting  
1/2/07

Trustee Schoonmaker felt that once a disaster is declared the County takes over the entire operation.

Trustee Marinello indicated that whatever happens in the Village is coordinated by someone in the Village before it even gets to the County Emergency Management Director.

Trustee Jenkins suggested that Albee Bochman be appointed the Emergency Management Coordinator.

A motion was made by Mayor Barnicle, seconded by Trustee VanDermark on a roll call vote as follows: Trustee Schoonmaker, nay; Trustee Jenkins, nay; Trustee Marinello, abstain; Trustee VanDermark, aye; Mayor Barnicle, aye; to adopt the above resolution. Motion denied 2 ayes 2 nays 1 abstention.

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**End of Plan**

**Appendix 7:**

# **Town of Thompson Village of Monticello**

## **Emergency Preparedness and Response Plan for Pet Populations**

Town Board Adopted: April 17, 2007

Village Board Adopted: May 21, 2007

**Emergency Preparedness and Response Plan for Pet Populations  
Table of Contents**

<b><i>I. Planning</i></b>	<b><i>Pages</i></b>
A. Purpose	3
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A. Planning and Plan Maintenance	5
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<b>ATTACHMENT 1: List of Emergency Contacts</b>	<b>7</b>
<b>ATTACHMENT 2: Town &amp; Village Resolutions Adopting Appendix 7</b>	<b>8</b>

## ***I. Planning***

### **A. Purpose**

The purpose of this plan is to develop a plan that caters to the needs of pets and their owners in emergencies, disasters, and evacuations. This plan focuses on the planning efforts for the care of pets during disasters. The plan is designed to protect the domesticated animal resources, the public health, the public food supply, the environment, and to ensure the humane care and treatment of animals during a large-scale incident. (Natural, manmade, technological emergency, or other situations that cause animal suffering). The activation of this animal emergency preparedness plan will be handled through the Incident Command System structure.

### **B. Scope**

This plan is intended for use by Town of Thompson/Village of Monticello to be implemented whenever there is a need to access resources that can provide a means of care and control to minimize animal suffering in the event of an emergency, disaster, or evacuation. This action will be aimed at pets that may need help whether such pets are owned, stray, and domestic. This will include animals, which are incapable of being cared for by their owners, or are a danger to themselves or the public. If possible, all animals will be reunited with their owners. If they cannot be returned to their owners, they will be handled in accordance with established animal control regulations and procedures. Wild animals will be left to their own survival instincts as much as possible. Should assistance be required for wild animals, their care will be the responsibility of the Department of Environmental Conservation and their licensed wildlife rehabilitators.

### **C. Planning Assumptions**

- Any disaster that threatens humans, threatens animals, and it will be necessary to provide water, shelter, food and first aid.
- Relocation, shelter, or relief efforts for domesticated animals may be required.
- Shelter locations may be required to provide domesticated animal control due to sheltered persons bringing their pets with them.
- The owners of pets, when notified of an upcoming emergency, will take reasonable steps to shelter and provide for animals under their care and/or control.
- Natural, technological, or manmade disasters could affect the well being of domesticated or non-domesticated animals.
- The County will plan both for emergency situations and to carry out response and recovery operations utilizing local resources. Outside animal care and rescue assistance would likely be available in most large-scale emergencies affecting the area.
- Animal protection planning will ensure the proper care and recovery of animals impacted during an emergency. These plans may include measures to identify housing and shelter for animals, communicate information to the public, and proper animal recovery.

- A large-scale emergency in the State may warrant immediate response from state and local personnel, agencies, and organizations. However, emergency situations may become compounded due to the nature of the emergency and also require activation of additional specialized agencies through mutual aid.

#### **D. Concept of Operations**

Multiple agencies working collaboratively will manage and coordinate the local animal protection activities. These agencies will use established animal protection and support organizations: following the appropriate processes, and procedures.

Animal owners are responsible for the sheltering and protection of their domestic and non-domestic animals.

However, any domestic and non-domestic animal that is lost, stray, unable to be cared for by their owners, or in danger to themselves or the public will be the responsibility of the Town or Village officials. These animals will be sheltered, fed, and if possible, returned to their owners. If the animals cannot be returned to their owners, the established animal control procedures will be followed.

In contrast, any wild animals should be left to their own survival instincts. A wild animal that is out of its natural habitat that is a danger either to themselves or the public will be the responsibility of the Department of Environmental Conservation (DEC) personnel, in cooperation with local animal control officials, veterinarians, and licensed rehabilitators. These animals should be returned to their natural habitat, if possible.

The Town or Village will be the lead agency, in collaboration with the Emergency Services Coordinator, for the situation assessment and determination of needed resources. The Town or Village in collaboration with multiple local humane agencies will protect the animals, to the extent possible, affected by the incident. The animal protection would include rescue, shelter, control, feeding and recovery as required by the incident.

Some shelters that have been established for disaster victims may not accept domestic animals. However, if an evacuee comes to the shelter with their pet(s), efforts will be made to assist in locating the domestic animal(s) away from the general population and to provide proper care.

## ***II. Roles and Responsibilities***

### **A. Animal Owners**

Animal owners are responsible to provide a standard of care for their animals at all times, including during emergencies, disasters, and evacuations. However, during an emergency situation it may become necessary for various authorities to intervene and give the animal owner specific directions related to their animals.

- Owners are expected to develop shelter and/or evacuation plans for their own animals.
- To ensure that their animals are not a threat to the public health
- To ensure that their animals do not harm other persons' property, including animals, and limit the spread of contagious disease to other animals

- Most owners affected by disasters or having to evacuate take their animals with them. This behavior should be encouraged at all times
- The sheltering and protection of domestic and non-domestic animals are the responsibility of their owners
- Animal owners will be responsible for any compensation due for use of the animal shelter according to the established policies of the kennel or veterinary hospital.

#### **B. Animal Response Team**

- Works within the NIMS framework
- Implementation of the need will be incident driven and may be activated by any member of the CART in collaboration with the Emergency Service Coordinator
- Animal protection operations will be managed by the Animal Response Team in cooperation with other agencies, such as Public Health and Law Enforcement.
- Coordinate support agencies to manage animal protection in large-scale emergencies.
- Public health concerns will take precedence over others and will be coordinated between the Animal Response Team leader and the Public Health Director/designee.
- Provide and coordinate personnel, equipment, and shelter as required to protect the domestic and non-domestic animals as well as the sick and/or injured
- Domestic and non-domestic animals that are lost, strayed, incapable of being cared for by their owners, or in danger to themselves or the public will be the responsibility of the Town or Village officials. These animals will be sheltered, fed, and if possible, returned to their owners. If the animals cannot be returned to their owners, the established animal control procedures will be followed.
- Coordinate with local municipalities for animal disposal
- Private Boarding Kennels, and Stables
  - Private boarding kennels and veterinary hospitals will be responsible for the staffing of their individual facilities.
  - Provide personnel, equipment, and shelter as required to shelter and care for pets from evacuated citizens and in cases when established animal shelters are filled or destroyed.
- Feed Mills, Farm Stores, Fencing suppliers.
  - Provide supplies, feeds, etc. for displaced animals
  - If possible, have contracts in place to purchase needed items on short notice.

### ***III. Readiness***

#### **A. Planning and Plan Maintenance**

This plan will be routinely updated and supplemented as Federal, State and County plans and procedures evolve. Plan changes will be made based upon experiences and lessons-learned from drills and exercises. Contact numbers contained in this plan will be updated on a quarterly basis. The Town of Thompson Office of Emergency Services will coordinate plan maintenance activities.

### **B. Training and Exercise**

The Sullivan County personnel and local agencies with key roles in the implementation of this plan will receive initial training and retraining as needed. The plan will be tested at least annually through a tabletop exercise involving key agencies. Functional drills may be conducted to test specific components of this plan.

### **C. Request**

The request for additional resources such as animal protection assistance, food, medicine, shelter material, specialized personnel, and veterinary medical professionals, will be transmitted from the Sullivan County Incident Commander to the State Emergency Management Office (SEMO).

### **D. Shelters**

- Stray/ lost domestic pets

All stray/ lost domestic pets recovered in the area/region will be sheltered at appropriate shelters. A list of shelters will be compiled and kept on file by the Town or Village. Pets whose owners cannot provide care for them and domestic pets found by citizens will also be sheltered at these locations. Unclaimed animals will be disposed of in accordance with NYS Health or Agriculture and Markets regulations and procedures.

### **E. Recovery<sup>1</sup>**

- Domestic Pets

The Town or Village Emergency Services Coordinator, and the Dog Control Officer will support all efforts to identify owners of stray/ lost animals. Local humane organizations' representatives will attempt to adopt the animals according to the organizations established procedures.

Animals whose owners are not found within 15 days and the animal cannot be placed in adoptive care will be dealt with in accordance with established public health and animal control procedures.

## **EMERGENCY PREPAREDNESS AND RESPONSE PLAN FOR PET POPULATIONS**

### **ATTACHMENT 1: LIST OF EMERGENCY CONTACTS**

#### **ANIMAL CONTROL PERSONNEL**

- 1) Nancy Marinchak – Dog Control Officer  
Home # (845) 796-4237 Cell # (845) 798-6921
- 2) JoAnn Gerow – Sullivan County Animal Cruelty Officer  
Home # (845) 389-9100 Cell # (845) 866-3366
- 3) Sullivan County Public Health Nursing  
(845) 292-0100 Extension # 1
- 4) New York State Department of Agriculture & Markets  
(518) 457-2728 &/or (518) 457-3502
- 5) New York State Department of Environmental Conservation (NYS DEC)  
Regional Office 3 – Wildlife (845) 256-3098

#### **FEED MILLS, FARM STORES & FENCING SUPPLIERS**

- 1) Monticello Farm Home & Garden Showplace  
(845) 794-6457
- 2) Wal-Mart Super Center  
(845) 796-7202

#### **SHELTERS**

- 1) Glen Wild Animal Rescue Corporation  
(845) 434-7191
- 2) Sullivan County SPCA, Inc.  
(845) 796-3120
- 3) Middletown Humane Society  
(845) 361-1861



Minutes – Regular Village Board Meeting  
05/21/07

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF  
MONTICELLO APPENDING APPENDIX 7: EMERGENCY PREPAREDNESS AND  
RESPONSE PLAN FOR PET POPULATION TO THE JOINT COMPREHENSIVE  
EMERGENCY MANAGEMENT PLAN**

**WHEREAS**, the Town, of Thomson ("Town") and the Village of Monticello ("Village") have, in coordination with other local, state and federal agencies developed a comprehensive Emergency Management plan which is a work in progress; and

**WHEREAS**, the Board of Trustees of the Village of Monticello has previously adopted a comprehensive emergency management plan; and

**WHEREAS**, the previously adopted Emergency Management Plan which is a work in progress previously made no provisions regarding pet populations; and

**WHEREAS**, the Town of Thomson ("Town") and the Village of Monticello ("Village") have, in coordination with other local, state and federal agencies developed an emergency preparedness and, response plan for pet populations; and

**WHEREAS**, the Board of Trustees of the village of Monticello has reviewed the proposed emergency preparedness and response plan for pet populations and finds that it is in the best interest of the Village of Monticello to append same to the previously adopted comprehensive Emergency Management Plan.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the Board of Trustees of the Village of Monticello

1. THAT the Board of Trustees of the Village of Monticello does hereby adopt the emergency preparedness and response plan for pet populations and appends same to the previously adopted comprehensive Emergency Management Plan as Appendix 7; and
2. THAT this resolution shall be effective immediately upon signature of the Village Clerk.

A motion was made by Trustee Schoonmaker, seconded by Trustee Jenkins, unanimously approved on a roll call vote to adopt the above resolution.