

Town Of New Lisbon

New York



Emergency Preparedness Plan

PREFACE

Information for Residents

EMERGENCY SHELTERS:	New Lisbon Town Hall	965-2112
	Garrattsville Fire Co. Lower Bldg.	965-8536

The Town Hall can provide heat, restrooms, kitchen and generator for temporary shelter.

The Garrattsville Fire Company Lower Fire House may be used as a command post for the fire company, but does have tables, chairs, restrooms, heat, and a generator. Limited food preparation is available.

Extremely limited accommodations for pets can be made at either shelter.

Be aware that both of the shelters are located in the hamlet of Garrattsville. Many residents live closer to another town. As such, under emergency conditions, it is your responsibility to seek shelter at the closest point. Please check with your closest town to see what is available.

These services are not long term, but should get people into a safe environment for a short period of time.

In our community, neighbors help neighbors. Be aware of the people in your area and their needs. Please help out if you can.

Emergency Preparedness Plan

Town of New Lisbon, New York

PURPOSE:

The purpose of this plan is to cite the authority, formulate procedures, and provide guidance for coordinated action in rendering assistance to the citizens within the Town of New Lisbon in the event of a disaster.

BASIS:

Disaster planning is based on the New York State Defense Emergency Act. The regulations and orders of the State Defense Council and the State Civil Defense Commission; The Emergency Plan for the Natural Disaster of the State of New York; and the National Plan for Natural Disaster Mobilization.

The Town of New Lisbon recognizes that planning and preparatory actions are required before an emergency. Emergency preparedness allows the Town of New Lisbon to prepare and react to emergency situations to save life and property if the town is threatened or hit by a disaster or major emergency.

The Town Board shall have the primary responsibility to see that everything possible is done to prepare for any disaster and to provide for the safety and security of the community during the disaster.

MOBILIZATION:

Designate Emergency Operations Center (E.O.C.):

The Emergency Operations Center for the Town of New Lisbon will be in the New Lisbon Town Hall in Garrattsville. Once the Town Supervisor or next in line has declared an emergency exists, the E.O.C. will be staffed on a twenty-four hour basis until the declared emergency subsides. The E.O.C. will forward all warnings, directives, information, etc. to various local departments as appropriate. This will be done through the use of department representatives, telephones (located in the E.O.C.), radios in the Fire Company and Highway Department equipment, and in the offices of cooperating agencies.

Each member assigned to the E.O.C. will be familiar with this plan, particularly with the sections pertaining to each responsible person's service duties.

Essential Emergency Operations Records:

The Town Supervisor and the Town Clerk, functioning at the E.O.C., are responsible for the maintenance and availability of records, documents, plans and other materials required to discharge functions during an emergency.

Sequence of Actions:

Members of the New Lisbon Town Board and other designated personnel will assemble as soon as possible at the E.O.C. upon notification of the existence of an emergency.

To cope with the effects of an emergency, appropriate steps will be taken at the E.O.C. to fully mobilize available personnel, resources, facilities, supplies and materials in the Town of New Lisbon.

1. The Town Supervisor or the designated emergency coordinator is responsible for the notification and declaration of an emergency or disaster.
2. The Town of New Lisbon should seek the cooperation and aid of any or all surrounding communities in the event of an emergency or disaster. Arrangements for mutual aid should be made prior to any emergency or disaster.
3. The Town of New Lisbon should contact the County Emergency Services Office regarding any major emergency or disaster situation. Assistance should be requested when local or mutual aid resources are exhausted. All requests for County assistance of any nature will be approved by the Town Supervisor and will be made to the County Coordinator of Emergency Services by phone, radio, or other means.
4. The American Red Cross is recognized as the agency responsible for mass care to persons immediately following a disaster. Local Red Cross Chapters can extend natural disaster relief assistance to individuals/families and the Red Cross can assume administrative and financial responsibility in providing such assistance. The Red Cross Chapter responsible for the Town of New Lisbon is Otsego County Chapter, 11 Ford Avenue, Oneonta, NY 13820, (607) 432-5353.

Responsibilities and Functions:

1. The New Lisbon Town Supervisor is responsible for the conduct of disaster operations within the Town.

The Supervisor shall use any and all facilities, equipment, supplies, personnel, and other resources within the Town in such a manner as may be necessary or appropriate to cope with the disaster.

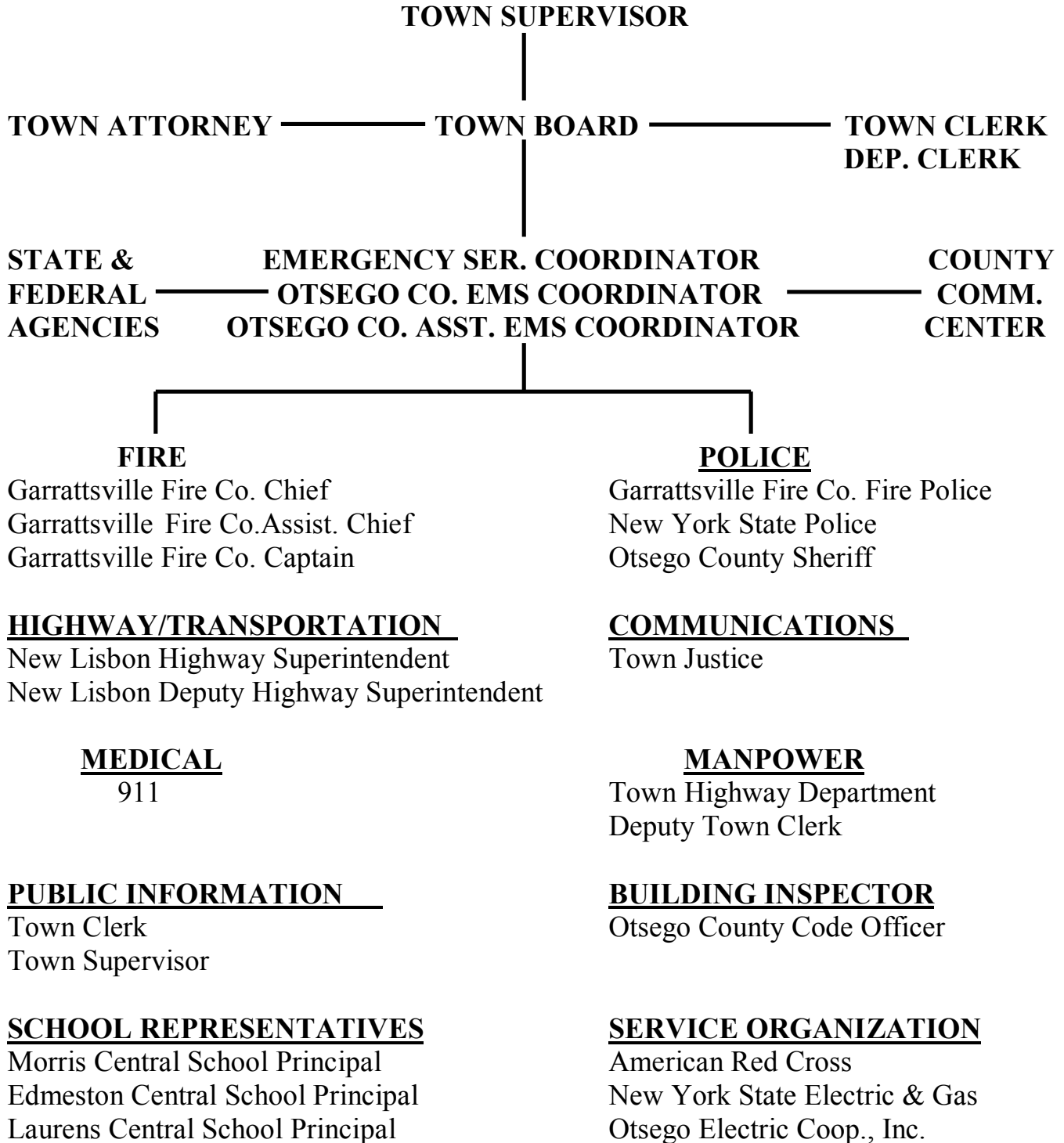
The Supervisor shall direct the activities of all agencies within the Town of New Lisbon against the effects of an emergency in conformance with the approved plans for the rescue and relief of the people and the recovery and the rehabilitation of the community.

2. The Town Board, as the elected body of the people, shall take all appropriate steps to prepare for any disaster or emergency and shall generally be responsible for the implementation of this and other emergency preparedness plans.
3. The Town Clerk is responsible for the maintenance and availability of essential records, documents, and other materials required during the emergency.
4. The Garrattsville Fire Chief and Fire Officers will be responsible for the direction of all action to contain and extinguish fires resulting from emergencies and the removal of trapped and injured persons from damaged buildings and flooded areas. The Fire Chief may call upon the County Fire Coordinator under mutual aid for advice and/or assistance concerning fire related emergencies, relief operations, and coordination of emergency shelter and feeding operations.
5. The New Lisbon Highway Superintendent is responsible for the maintenance of roads, bridges, official trucks and equipment. The Superintendent will direct action to check, restore and maintain essential public facilities and services such as roads and bridges, calling upon all Public Works and Engineering Services of Otsego County for such assistance. The Superintendent will work in conjunction with various service organizations such as New York State Electric and Gas Corporation, Otsego Electric Coop, Inc., and Verizon and Frontier Telephone Companies, Time-Warner Cable, etc., to restore essential services.

6. The Otsego County Code Office Inspector will be responsible for safety inspection of damaged homes and businesses before evacuees are allowed to reoccupy such buildings.
7. The New Lisbon Town Supervisor will direct the local dissemination of emergency information and the issuance of news reports to the public. The Supervisor will notify the County Emergency Services Office on the status and development of emergency measures using all types of public communication.
8. The various School Representatives will direct the action related to the care of school students in school during an emergency situation.

Chain of Command

Town of New Lisbon, New York



SEE NEXT PAGES FOR NAMES AND PHONE NUMBERS

Names and Telephone Numbers

Town of New Lisbon, New York (Updated 2016)

Town Supervisor:	Timothy Miller	965-2112
		Cell: 428-0371
Deputy Town Supervisor:	Stacey Kazacos	293-8195
Town Board:	Robert Eklund	263-2375
	John Pegg	244-0879
	Joseph Gregory	293-7303
	Florence Loomis	293-6627
Town Attorney:	Martin Tillapaugh	547-7004
Town Clerk:	Charlene Wells	965-8508
Deputy Town Clerk:	Robert Wells	965-8508
Otsego Co. Emergency Coord.:	Kevin Ritton	547-4227
Otsego Co. Asst. Emerg. Coord.:	Arthur Klingler Jr.	547-4226
Otsego Co. Comm. Center:		547-5351
Garrattsville Fire Co. Chief:	Rich Brimmer	965-0605
Garrattsville Fire Co. Asst. Chief:	Lenny Melillo	965-8319
Garrattsville Fire Co. 2nd Asst:	Keith Woodbeck	965-2109
Garrattsville Fire Co. Captain:	Mert Hull	263-9834
New York State Police:		547-2233 & 432-3211
Otsego County Sheriff:		547-5351
Garrattsville Fire Co. Fire Police:	Mert Hull	263-9834
New Lisbon Highway Super.:	William Whitaker	263-5868
New Lisbon Deputy Hwy Super:	Willard Lasher	965-8428
New Lisbon Hwy Town Barn:		965-8287
Town Justice:	Bruce Moskos	293-6148
Otsego Co. Code Officer:	Anthony Gentile	547-4320

Morris Central School Principal:	263-6100
Edmeston Central School Principal:	965-8931
Laurens Central School Principal:	432-2050
Red Cross (Oneonta):	432-5353
Red Cross (Cooperstown):	547-2441
New York State Electric & Gas:	1-800-572-1131
Otsego Electric Coop., Inc.:	293-6622