

**TOWN OF LAFAYETTE**  
**DISASTER PREPAREDNESS PLAN**

DECEMBER 1993

(August 2003, update)

## **INTRODUCTION**

This Disaster Preparedness Plan is prepared for the Town of LaFayette by the authority of Article 2-B of the New York State Executive Law for Comprehensive Emergency Management Planning.

The Town of LaFayette, with a population of approximately 5,000 persons, is located in the geographic center of the State of New York. Due to the location, topographic conditions, and the nature of weather conditions, many potential hazards exist. Emergency Management Planning is critical for a town of this size which is spread over a large area, some 45 square miles.

### **POTENTIAL TRANSPORTATION HAZARDS**

State Rtes. 11 and 20, and Interstate Rte. 81 converge in the Hamlet of LaFayette.

Potential hazards include:

- general traffic casualty
- hazardous materials transport through the area
- an old railroad which passes north to south through the eastern portion of Town, which the County has developed for tourism.

### **GEOGRAPHIC HAZARDS**

LaFayette contains rolling hills (Drumlins) and glacial cut valleys. Onondaga Creek runs south to north the length of Tully Valley. Butternut Creek runs through Apulia Valley and empties into Jamesville Reservoir in the northeastern corner of the Town. Potential hazards include:

- floodplains surrounding each waterway
- landslides and land subsidence including “sinkholes”
- mudslides
- mudboils and quicksands in the Tully Valley
- fires in forested and open areas

### **WEATHER RELATED HAZARDS**

Northeastern weather conditions are complicated by the topography of the region.

Potential hazards include:

- blizzards and extended snow conditions
- high winds and associated damage and casualties
- drought and associated damages to agricultural land, public and private water supplies
- flooding

## **MOBILIZATION**

1. Designate Emergency Operations Center E.O.C. (Town Offices).
2. Chief Executive assesses situation.
3. Chief Executive declared emergency and activates E.O.C.; appropriate representatives of Local Government Departments and Voluntary Agencies Staff E.O.C.
4. Information from disaster site is forwarded to Department Representative at E.O.C., who consults with Chief Executive.
5. Information, directions, etc. continue between Department Representatives at E.O.C. and disaster site.

## **SEQUENCE OF ACTION**

Members of the Town Board and other designated personnel will assemble, as soon as possible, at the Emergency Operations Center 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 mobilize fully the available personnel, resources, facilities, supplies and materials in Town.

1. The Chief Executive is responsible for the notification and declaration of an emergency or disaster.
2. Each Department Head is responsible for assuring maximum effectiveness and utilization of all personnel and equipment of this department to accomplish the purpose of this Plan. Each Department Head will retain control of the assigned Department and implement orders received from E.O.C.
3. The Town should contact the County Emergency Services regarding any major emergency or disaster situation. Assistance should be requested when local or mutual aid resources are exhausted. All requests for city emergency services assistance of any nature by any department will be approved by the Chief Executive (Supervisor or other designated person) and will be made to the County Emergency Services through direct phone contact by the Local Government radio network or Emergency Services radio system.

4. The American Red Cross is recognized as the Agency responsible for the mass care to persons immediately following a disaster.

Local Red Cross Chapters can extend natural disaster relief assistance to individuals and families and the Red Cross can assume administrative and financial responsibility in providing such assistance. American National Red Cross has been assigned this responsibility by the Congress of the United States. The Red Cross Chapter is responsible for Town contact.

### **RESPONSIBILITIES AND FUNCTIONS**

The responsibilities and functions listed below recognize only basic duties. Each of the position descriptions may be altered or expanded to suit the needs of the individual Town. One person may fill one or more of the below listed positions.

1. The Chief Executive of the Town is responsible for the conduct of disaster operations within the political subdivision.

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

The Chief Executive shall direct the activities of all agencies within the political subdivision against the effects of the emergency. The Chief Executive will utilize services of the Emergency Operations Center and its staff for implementation of necessary measures to achieve emergency operations.

2. The Town Board or Council, 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 material required during the emergency.
4. The Emergency Coordinator appointed by the Supervisor directs the implementation of the comprehensive plan for the Emergency Operations Center, under the direction of the Chief Executive. Also, under the direction of the Town Supervisor, the Emergency Coordinator coordinates the emergency operations of the E.O.C., prepares estimates of the situation, advises the Supervisor of operational priorities, and recommends requests for assistance from County Emergency Services.
5. The Fire Chief and Fire Officers will be responsible for the direction of all action to contain and extinguish fires resulting from emergency and the removal of trapped and injured persons from damaged buildings and flooded areas. The

local Fire Chief may call upon the County Fire Coordinator for advice and/or assistance concerning the fire related emergencies, relief operations and coordination of emergency shelter and feeding operations.

6. The Supervisor may designate the Fire Police to be part of the E.O.C. for the purpose of controlling traffic and population movements. The Police will direct all action to maintain order, prevent looting and direct injured to medical installations. The Town Supervisor may call upon the County Sheriff's Department and/or New York State Police for advice and/or assistance.
7. The local Superintendent of Highways is responsible for the maintenance of streets and bridges and all official trucks, care and equipment. The Superintendent will direct action to check, restore and maintain essential public facilities and services, such as calling upon all Public Works and Engineering Services of the County for such assistance. The Highway will work in conjunction with the local water and sewer board and any other local utilities in the restoration of the various essential services.
8. The Code Enforcement Officer of the Town will be responsible for safety inspection of damaged buildings before evacuees are allowed to reoccupy such buildings.
9. The Public Information Officer, designated by Chief Executive of the Town directs the local dissemination of emergency information, the issuance of news reports to the public and notifies the county Emergency Services on the status and development of emergency measures, using all media of public communication.
10. The Communications Officer or Staff supervises, directs, arranges and restores communications for all emergency purposes using available communication means and methods. Maximum use of all available forms of communications will be planned by all departments to aid the Communications Staff in carrying out their duties.
11. The LaFayette Ambulance Staff directs all action to render health and medical services to the community. The Officer of Staff should alert hospitals in the area regarding anticipated medical needs. The Ambulance uses the LaFayette Health Center as needed.
12. The Transportation Officer carries out measures necessary to the utilization of all transportation modes for support and rescue operations.
13. The School Superintendent directs the action related to care for school students in school during an emergency situation.

14. Additional responsibilities and functions; All Department Heads and/or those responsible for carrying out parts of the emergency operations for the Town shall have their responsibilities listed within this plan.

## OPERATIONAL PROCEDURES

- A. Warning Systems
  - 1. Public
  - 2. Emergency Services
  
- B. Mobilization of Disaster Coordinating Staff
  - 1. Alerting lists
  - 2. Check in at Community E.O.C.
  - 3. Emergency action SOPs
  
- C. Communications Nets
  - 1. E.O.C. to County E.O.C.
  - 2. E.O.C. to field operations
  - 3. Service to service nets
  - 4. Intra-service radio nets
  
- D. Operating Procedures for Each Noted Department
  - 1. List of notification – total department personnel, with addresses and telephone numbers
  - 2. Mobilization (assembly point)
  - 3. Mode of communications
  - 4. Lines of authority
  - 5. Equipment deemed usable
  - 6. Communications system
  
- E. Liaison with County E.O.C.
  - 1. Request for additional aid from County E.O.C., communicating the following information:
    - a) Assessment of damage to Town/Village/City
    - b) Information re: disaster scene mitigation
  
- F. Community Resources
  - 1. Listing of food, fuel, medical, building supplies, etc.
  - 2. Available manpower, machines, equipment, and supplies
  - 3. Inventory of schools, churches and congregate housing
  
- G. Coordination of Federal Disaster Assistance Reports
  - 1. Detailed record keeping of damage, use of loaned equipment, manpower/labor costs, rental of buildings, materials and supplies

## **CONTINUITY OF GOVERNMENT**

- A. Article 2-B, Section 27 of the New York State Executive Law:
1. Town power to provide by a Local Executive Order...
    - a) officers...and...
    - b) for its legislative or governing body...
    - c) for removal of an officer due to disability; etc., and replacement of that officer.

## **FIRE SERVICE MANAGEMENT OF DISASTER SITE**

The LAFAYETTE FIRE DEPARTMENT expects and accepts the responsibility to manage the disaster scene during certain phases of the operation. The rationale for choosing the Fire Service to manage the scene is simply that the Fire Service is the first responder group that brings large numbers of qualified, trained emergency personnel with an organized chain of command established.

The following circumstances place the burden of disaster scene management on the ranking officer of the host fire department:

1. If there is an ongoing or impending fire problem; or
2. If there is an ongoing or impending rescue or first aid problem.

When these two situations are resolved, the Fire Service is then ready to pass the scene management over to another Public Safety Agency.

**THE FOREGOING STATEMENTS IN NO WAY ATTEMPT TO CIRCUMVENT OR NEGATE THE RESPONSIBILITY UNDER THE NEW YORK STATE LAW THAT PLACES THE OVERALL DISASTER CONTROL MANAGEMENT ON THE HEAD OF THE POLITICAL SUBDIVISION WITHIN WHOSE BOUNDARIES THE DISASTER IS LOCATED.**

## **HAZARD PREVENTION AND MITIGATION**

Areas of the Town of LaFayette with potentially recurring hazards of which are properly identified shall be managed and regulated to the extent allowable by law through Zoning and by the Town Land Use Planning Board. The Town shall seek sensible land use management of these areas. Monitoring of potential disaster conditions related to flooding, land subsidence, or any other geological events shall be monitored through resident and local Highway Department reporting to the County Planning Agency, the U.S. Geological Survey, the DEC, and other appropriate agencies. Wherever possible, development of hazard sensitive areas shall be subject to regulation policies which will prevent or reduce the effects of disasters. Enforcement shall be the responsibility of the Code Enforcement Office, in matters of Zoning and Planning, and by the State DEC, EPA, and State and County Law Enforcement Agencies.



Education and public awareness shall be an ongoing responsibility of the Town, with assistance of its advisory boards, in coordination with the LaFayette School District, the LaFayette Fire Department, and State Law Enforcement.

The Town shall authorize the use of local Highway and Fire Department equipments, and shall request the assistance of the local business equipment for disaster response.

The LaFayette Fire Department shall mobilize and manage disaster response according to its response plan, and shall rely on mutual aid, technical assistance, and information of other agencies as appropriate.

## **DISASTER RECOVERY PLANNING**

### **Personal Needs:**

Personal recovery for disaster victims within the Town shall be coordinated through the Red Cross, with the assistance of the LaFayette Outreach Program, the LaFayette Fire Department Auxiliary, local churches, and civic organizations.

Town Government officials shall advocate for state and federal resources for recovery aid funding and assistance. In addition, Town Clerical Staff is authorized to spend additional time and use additional communications resources to contact other government resources and to provide public information.

### **Disaster Mitigation:**

The Town shall assist in the formation and organization of neighborhood organizations for the purpose of addressing immediate impacts and planning for long-term prevention of a disaster.

## **DISASTER EMERGENCY PHONE LIST**

While most emergency phone numbers are maintained by the Onondaga County Fire Control Center, this list is meant to supplement their information with numbers which are of particular concern to the LaFayette Fire Department.

The following people are to be notified, in sequential order, in the event the Fire Site Commander declares a disaster.

### **Town of LaFayette**

Supervisor – Chief Executive – Gregory J. Scammell

(O) 677-5251 (H) 677-3696 (C) 450-5558 email: [tolsuper@aol.com](mailto:tolsuper@aol.com)

Highway Superintendent – Leon Cook

(O) 677-9535 (H) 677-3620 (C) 430-0383

New York State Police – LaFayette Substation

677-3123

Town Clerk – Mary Jo Kelly

(O) 677-3674 (H) 677-3689 (c) 427-3194 Email: [tolclerk@aol.com](mailto:tolclerk@aol.com)

Town Code Enforcement Officer – Ralph Lamson

(O) 677-5371 (H) 677-3586

Deputy Code Enforcement Officer – Jack Sutton

(O) 677-5371 (H) 469-4960

It will be the Town Clerks responsibility to notify the following Town Board Members:

Greg Scammell (O) 677-5251 (H) 677-3696 (F) 677-7806 (c) 450-5558

Email: [tolsuper@aol.com](mailto:tolsuper@aol.com)

Norman Paul (O) 443-3753 (H) 469-0294 (F) 443-5246 (c) 727-2974

Email: [nfpaul@syrr.edu](mailto:nfpaul@syrr.edu)

Sandy Smith (O) 677-9956 (H) 677-9956 (F) 677-9956 (c) 345-5579

Email: [sscomcon@dreamscape.com](mailto:sscomcon@dreamscape.com)

David Knapp (O) 677-3498 (H) 677-3498 (F) 677-3498 (c) 727-1779

Email: [dknappmb@aol.com](mailto:dknappmb@aol.com)

Thomas Bailey (H) 677-0030 (F) 677-1084 (c) 569-0795

Email: [tbailey3@twcnny.rr.com](mailto:tbailey3@twcnny.rr.com)

LaFayette Town Attorney – Costello Cooney & Fearon – Kevin Gilligan

(O) 422-1152 (F) 422-1139 Email: [kmg@ccf-law.com](mailto:kmg@ccf-law.com)

LaFayette Town Engineer – Dunn Engineering (Greg Sgromo & John Dunkle)

(O) 449-4940 (F) 449-4941

Town Insurance – PERMA – Norman Wiley

(O) 1-518-458-7796 (F) 1-518-458-7811

LaFayette School System

District Superintendent – Mark Mondanaro (O) 677-9728 (F) 677-3372

High School Principal – Paula Cowling (O) 677-3131

C. Grant Grimshaw Principal – Dona McIntyre (O) 677-3152

Transportation Garage – Dan Sawkins (O) 677-9700

LaFayette Fire Department – Jack Sutton (O) 677-3400 (H) 469-4960

Chief Greg Hoxy (H) 677-3053

Chief Ken Jerome

Chief Dan Sawkins (H) 677-9308

LaFayette Fire Department Auxiliary – Louise Kelly

(O) 677-3400 (H) 498-9679

LaFayette Churches:

Saint Joseph's Catholic Church – Father Minehan 677-3439

Columbian Presbyterian Church – Rev. Kloepfer 677-3293

LaFayette Alliance Church – Rev. Taylor 677-0277

Cardiff United Methodist Church – 677-3454

Onativia United Methodist Church – 677-9843

Jehova Witness – 677-9203

Assembly of God – 677-9691

Church of Jesus Christ of Latter Day Saints – Gail Skinner – 677-3026

LaFayette Volunteer Organizations

Outreach - Pres. Knowlton Foote – 677-9029 email: [kfoote@twcnny.rr.com](mailto:kfoote@twcnny.rr.com)

Mudslide Relief Coordinators – Beverly Oliver – 677-3331  
 Newline – 472-2111  
 Meals on Wheels – 677-3110  
 Optimist – Dave Anthony 677-0156  
 VFW Auxiliary – Barbara Aungier 677-3264

### **Onondaga County**

Fire Control Center – 425-3333  
 Fire Coordinator – 425-3162  
 Emergency Management (Disaster Control Center) (O) 435-2525 (F) 435-3309  
     Peter Alberti – Director – (O) 435-2525 (F) 435-3309  
     John Fink 668-7060  
 Fire Mutual Aid and Training  
     Mike Waters (O) 435-3162  
 County Executives  
     Nick Pirro – (O) 435-3516 (F) 435-8582  
     Jim Albanese – (C) 436-4451 (F) 435-8582 (H) 437-9124 (O) 435-3526  
     Nancy Grizinski  
 Office of Environment  
     Dave Coburn - 435-2647 (F) 435-8582  
     Les Montastory – 435-2611  
 County Sheriffs Dept. – Kevin Walsh – (O) 435-3044 (F) 435-2942  
     Mary Zemenz – 435-3036  
 Dept. of Transportation – Bruce Trexler, Supervisor (O) 435-3205 (F) 435-5729  
     Teal Trendowski – (BEEPER) 467-3283 (O) 435-3176  
 Soil Conservation Service – 677-3851  
     Joe DelVecchio  
     Ed Biggers – Contractors  
     Dave Sullivan  
     Paul Webb  
     Bruce Hopkins  
     Walt Newhouser – 677-3851  
     Economic Assess: Don Lake - 423-5508  
                                 June Grabemeyer – 423-5012  
 County Legislator – Dale Sweetland (O) 683-5413 (H) 683-9488  
     Email: lgdifich@emi.com  
 Onondaga Lake Management  
     Bob Hennigan – 470-6636  
 Syracuse Herald Journal – (O) 470-2246 (F) 470-3019  
 Post Standard – 470-2191  
 Neighbors East – Jim McKeever (O) 470-2179 (F) 470-3119  
 Community Devel. Division  
     Linda DeFichey, Administrator – 435-3558 (F) 435-3794  
 Southern Hills Preservation – Julie Johnson – 696-5835  
 UMCOR – Advocacy Program Re: Construction crews

Isabel Brown – 699-8761  
 Bill Hayes – 677-9801  
 Nelson Report – 696-8066, 696-8669  
 OCCRA – Transfer Station, 7<sup>th</sup> North & 81 – 435-2870  
 Credit Counseling – Mary – 474-6026  
 Hiscock Legal Aid – Susan Griffith – 422-8191  
 County Hazardous Material Team  
 Niagara Mohawk (O) 460-1136 (F) 460-1578  
 New Channels Cable  
 New York Telephone  
 Small Business Association – John Peele  
 EMS - 425-3280

### **New York State**

Police – 677-3123  
 DOT – 463-5544  
 Dept. of Conservation - 1-607-753-3095  
 Verizon Telephone 1-800-222-2300  
 State Emergency Management – 457-2222  
 Les Radford – 1-518-457-9987 (F) 1-518-457-9930  
 To register complaints re: flood insurance - 1-800-342-3736  
 State Troopers – 677-3123

Stewart Shute	Gary Oelkers
Sgt. Brunner	Gary Dunken
Sgt. O'Brien	John Eva
Steven Barlow	Tom Barden
Ed Carroll	Trooper Fischer
Tom Hennessey	Trooper Zybrzycki
P.J. Kinane	Mike Schiebel
Jay Strait	

Assemblyman Brown (O) 452-1115 email: brownj@assebluy, state.ny.us  
 Representative Walsh - (O) 423-5657 (F) 423-5669 email:  
 rep.james.walsh@mail.house.gov  
 Senator DeFrancisco – (O) 428-4265 (F) 472-4157 email:  
 jdefranc@senate.state.ny.us  
 Jim Albanese (F) - 435-8582 (C ) 435-4451 (O) 435-3516 (H) 437-9124  
 State of NY Geological Survey  
 Dr. Robert Fakundiny (O) 1-518-474-5816 (F) 1-518-486-3696  
 Fickies 1-518-474-5810  
 Syracuse University – Dawitt Negussey – (O) 443-3304 (F) 443-1243  
 (H) 443-3304  
 NYS Dept. of Environmental Conservation  
 Richard J. Brazell, P.E. - 426-7519 (F) 426-2653  
 24-Hour Hotline – 1-800-457-7362  
 Kevin Neary – 1-518-457-9987 1-518-294-6543

Tony Germano (24 Hours) 1-518-457-2200  
 Larry Gross, Director  
 NYS Disaster Preparedness commission  
 William Clark – Reg. Director 331-4880 331-3934  
 State of New York Executive Dept.  
 Division of Housing & Community Renewal  
 Joseph D. Zilvinskis – Reg. Director - 473-6930

### **American Red Cross**

Emergency 24 Hour - 425-1611  
 Jerry M. Cozewith – 425-1637 (F) 425-1676  
 Mike Cianfraco – Director – 447-6313  
 Bud Haler (Brewerton) 668-2439/469-4585/447-6313/699-7721  
 National Weather Service  
 Wayne Maher - 638-1666  
 Channel 3 – 474-5091  
 Portland Maine - 1-207-892-7456  
 Buffalo – (716) 632-1328  
 National Guard - 772-5827  
 Mike Hall (General)  
 Frank Gerdeman – Command Post – 447-6038  
 Bob Schnurr (Colonel) – 478-0063/0913/0912/0914/4107

### **SMALL EMERGENCY CONTRACTORS**

To furnish digging equipment and as indicated  
 R.L. Warner, LaFayette, NY - 677-3319  
 J. Brillo, Skaneateles, NY - 685-5946  
 E.J. Button & Son, Chittenango, NY - 687-7226  
 Mike Cook, LaFayette, NY

### **LARGE EMERGENCY CONTRACTORS**

Street Brothers, 347 6<sup>th</sup> North Street, Syracuse, NY - 42200034  
 Mr. Vespa - 492-1523  
 (Trucking, Hoes, Dozers, Trenchers, Set Poles, General Radio Work)  
 Consolidated Installations, Court Street Rd., Syracuse, NY  
 437-1651, 472-7357  
 (Trucking, Hoes, Dozers, Set Poles. Can get Swamp Pads)  
 Bradley & Williams, Thompson Rd., Syracuse, NY - 437-0328  
 Mr. Coogan - 638-0552  
 D.W. Winkleman, Syracuse, NY - 451-2020  
 (Trucking, Hoes, (with treads) Dozers, Set Poles, Swamp Pads (2 x 12 timber)

