

Old Colony Beach Club Association  
Board of Governors Meeting  
January 13, 2026 @ 6:30 PM  
Meeting conducted via Zoom

Agenda

- I. Call to Order
- II. Roll Call
- III. Approval of 12/9/25 Board of Governors Meeting Minutes
- IV. Treasurer's Report
- V. Correspondence
- VI. Committee reports
  - a. Chairman
  - b. Treasurer
  - c. Clerk
  - d. Tax Collector
  - e. Recreation
  - f. Public Safety
  - g. Public Works
  - h. 4<sup>th</sup> July committee
  - i. Sheffield Brook Outflow
- VII. WPCA Report
- VIII. Old Business
  - a. Vacant Board of Governor position, Vote on New member Catherine Foster
  - b. Beach Tent/Canopy Ordinance review
  - c. Golf Cart registration form update
- IX. New Business
  - a. 2026 Recreation events review
  - b. 2026 Emergency Plan approval
- X. Public Comment
- XI. Next Meeting – February 10, 2026, 6:30 PM
- XII. Adjournment

Join Zoom Meeting

<https://us06web.zoom.us/j/87887703756>

Meeting ID: 878 8770 3756

One tap mobile

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The Old Colony Beach Club Association is looking to pass a new beach ordinance prohibiting tents and limiting canopy use on our beach. This ordinance aims to enhance safety, improve visibility, and ensure a more enjoyable experience for all beachgoers. Under the new ordinance, tents—defined as any structure with sides—are no longer permitted on Old Colony Beach area. Baby tents are permitted but no larger than 3ft x 3ft x 3ft. Canopies, which are defined as an open-sided shade structures, remain allowed but must adhere to specific guidelines:

1. Must be open on all four sides
2. Size limit: no larger than 10ft x 10ft
3. Anchoring must stay within the footprint of the canopy
4. No chairs, Umbrellas or canopies may be left unattended before 8:00am.

Our beach gets extremely crowded, and we want to make sure that we can provide an experience that everybody can enjoy. We realize that canopies are important for sun protection. The new policy helps reduce crowding during peak summer months. The changes also reflect successful practices adopted by other popular beaches in the region.

The Board of Governors encourages all beachgoers to familiarize themselves with the new regulations to ensure compliance and contribute to a safer, more enjoyable beach environment for everyone.

Security will be reviewing the beach for compliance with this ordinance.

# VEHICLE REGISTRATION FORM

Registration Fee \$50.00

**Issue:** New Registration Plate or Transfer Replacement Plate

**OCBCA Permit Plate #:** \_\_\_\_\_

Effective Date: \_\_\_ / \_\_\_ / \_\_\_ Expiration Date: None or Expires \_\_\_ / \_\_\_ / \_\_\_ Fee: None or Paid \$ \_\_\_\_\_

**Vehicle Owner:** Name: \_\_\_\_\_ Beach Address \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

**Contact:** Phone Work: ( ) \_\_\_\_\_ Home: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

**Vehicle Type:** Golf Cart Moped (Under 49cc) Scooter Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

Other Conditions or Notes (if any): \_\_\_\_\_

**Minimum Insurance Required:** Certificate naming OCBCA as additional insured with minimum liability coverage of \$100,000/\$300,000.

I have read, understand and agree to abide by the Rules of Operation of Golf Carts and Mopeds on OCBCA Roads and the Terms and Conditions as stated below. I certify that my Vehicle is in compliance with the Rules.

Signature of Vehicle Owner: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_

*Note: Registration of a Vehicle is only open to "members in good standing" as defined in the Old Colony Beach Club Association (OCBCA) Charter. It may be revoked at the sole discretion and decision of the OCBCA Board of Directors due to violations of the rules, terms and conditions stated below as well as the rules, regulations and ordinances of the OCBCA.*

## Rules of Operation of Golf Carts and Mopeds on OCBCA Roads

The Vehicle Owner or Operator agrees to comply with the following rules of operation:

- a. Vehicle Owner must be over 18 years of age and have OCBCA Permit Plate. (Faded plates replaced for free.)
- b. Vehicle Operator must hold a valid driver's license.
- c. Operators must comply with all driving laws of the State of Connecticut and obey all posted OCBCA street, speed limit and other traffic control signs.
- d. Passengers are allowed on Vehicles only if proper seating is provided for the passenger(s) on the Vehicle.
- e. No parking of Vehicles is allowed on any OCBCA streets. Parking is provided in designated areas in OCBCA.
- f. The Vehicle Owner agrees to be solely liable for all personal injury and/or property damage caused by an operator of their vehicle as a result of an accident or incident.
- g. No Golf Cart or Moped Vehicles will operate after dusk without working headlights and tail lamps.
- h. Vehicle must be maintained in a safe condition with minimum equipment recommended on page 2.

## Terms and Conditions

- a. Old Colony Beach Club Association (OCBCA) is not responsible for any damage caused to, or by, my vehicle or any operators thereof. Vehicle Owner and operator hereby agrees to defend, indemnify and hold harmless OCBCA and its members from and against all claims for bodily injury, property damages or any other damages, losses and expenses (including reasonable attorney fees of OCBCA or otherwise) caused in whole or in part by the Vehicle Owner and / or its operator(s). I waive, release and forever discharge any and all rights, actions and claims of any kind that I may suffer or incur and which are caused by me or any operator of my vehicle or any heirs, successors and assigns may have against OCBCA, its Board of Governors, employees, members, agents, successors and assigns.
- b. Vehicle Owner and its operator(s) will be responsible for the safety of all passengers and any damages or injuries without recourse to OCBCA (refer to item a. above)
- c. Vehicle Owner and its operator(s) accept all risks while on OCBCA property including but not limited to theft of Vehicle and / or contents, acts of violence, and natural incidents (acts of God).
- d. Vehicle Owner will properly insure vehicle for use on the association property against all claims that may result.
- e. Vehicle Owner agrees to be responsible for paying any fines or penalties and/or towing charges for this vehicle, regardless of operator.

**IMPORTANT: THE PERMIT PLATE MUST BE SECURELY MOUNTED ON THE REAR OF YOUR MOPED, SCOOTER OR GOLF CART**

OCBCA Vehicle Registration Form & Rules 12/25

## **Equipment Verification – Vehicle Owner Self-Certifies Recommended Equipment In Use**

### Minimum Required Safety Equipment

*By using a Vehicle on OCBCA streets or property, Vehicle Owner and Operator self-certify and represent to OCBCA that the Vehicle is properly equipped with the following required equipment.*

- Locking Brake
- Main Power Switch
- Rearview mirror
- Horn
- Front and Rear Reflectors
- Front and Rear Lights (if used after dark)

*Other recommended equipment:*

- Brake Lights
- Turn Signals
- Safety restraints for all rear-facing passengers
- Windshield

Old Colony Beach Club Association, Old Lyme  
**CONNECTICUT**

**EMERGENCY OPERATIONS PLAN**

EFFECTIVE DATE

January 1, 2026

Submitted By:



\_\_\_\_\_  
OCBCA Chairman

January 1, 2026  
Date

Approved By:

\_\_\_\_\_  
Emergency Management Director

\_\_\_\_\_  
Date

**Old Colony Beach Club Association, Old Lyme, CONNECTICUT**

**EMERGENCY OPERATIONS PLAN**

*January 1, 2026*

**INTRODUCTORY MATERIALS**

**A. AUTHORITY AND PROMULGATION:**

Authority for this plan of emergency operations is contained in Chapter 517, of the Connecticut General Statutes, as amended.

This Emergency Operations Plan for the Old Colony Beach Club Association, Old Lyme, Connecticut is effective upon signing by the Chief Executive Officer of the municipality.

This plan supersedes the previous emergency operations plan dated: October 1, 2019.

**B. PLAN DISTRIBUTION:**

Upon approval of this Emergency Operations Plan by the Chief Executive Officer, the Emergency Management Director shall ensure prompt distribution of the plan to the following agencies and organizations:

- Old Colony Beach Club Association, Chief Executive Officer
- Old Colony Beach Club Association, Clerk
- Old Colony Beach Club Association, Counsel
- Town of Old Lyme Board of Finance
- Town of Old Lyme Police Department
- Town of Old Lyme Fire Department
- Town of Old Lyme Fire Marshal
- Town of Old Lyme Health Director
- Town of Old Lyme Public Works Director
- Town of Old Lyme Superintendent of Schools
- Town of Old Lyme Building Official
- Town of Old Lyme Director of Social Services
- American Red Cross
- Local Chapter of the Salvation Army
- Public Utilities serving the community
- State of CT Area Office of Emergency Management

The Emergency Management Director shall also ensure that all updates to this plan, approved by the Chief Executive Officer, are promptly distributed to the agencies and organizations listed above.

**C. APPROVAL BY STATE OFFICE OF EMERGENCY MANAGEMENT**

Pursuant to Section 28-7 of the CGS, the municipality shall submit its emergency operations plan as approved by the local emergency management director and the local chief executive officer to the State Director of Emergency Management.



**Old Colony Beach Club Association, Old Lyme, CONNECTICUT**

**EMERGENCY OPERATIONS PLAN**

January 1, 2026

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**I. PURPOSE:** The purpose of this Emergency Operations Plan is to:

- A. Maximize survival of people, prevent and/or minimize injuries, and preserve property and resources in the Old Colony Beach Club Association, Old Lyme, by making use of all available manpower, equipment, and other resources in the event of a natural, man-made, or national security emergency/disaster.
- B. Provide for direction and control and the continuity of government in disaster situations.
- C. Provide for the integration of resources and capabilities of Old Colony Beach Club Association, Old Lyme government and the private sector for hazard mitigation and for survival and recovery operations when any disaster threatens or occurs.
- D. Define the roles and responsibilities of local government, quasi-government organizations, and private agencies for the preparation and conduct of emergency operations prior to, during, or after a disaster.
- E. Provide a basis for the preparation of detailed emergency operating procedures and training by local government, and support organizations assigned emergency responsibilities.

**II. SITUATION AND ASSUMPTIONS:**

**A. SITUATION**

The Old Colony Beach Club Association has a Board of Governors and Town Meeting type of government. The Board of Governors consists of seven (7) members who are elected tri-annually. The Chairman serves on a volunteer basis and is the Chief Executive Officer of the Old Colony Beach Club Association.

Old Colony Beach Club Association is situated in New London County in the southern section of the State. It is bound by the Towns of Old Lyme and Long Island Sound.

The residential population of Old Colony Beach Club Association is 750.

Law enforcement protection is provided by the Old Lyme Police Department operating out of the police complex on Shore Road & the CT State Police located out of the Troop K Barracks located approximately 10 miles south of the center of Old Colony Beach Club Association and respond as needed

Fire protection is provided by the Old Lyme Fire Department. There are approximately 50 members of the Volunteer Fire Service. Emergency generators are located at all the Old Lyme Fire Companies.

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Civil Preparedness (Emergency Management) activities are headed by the Old Lyme Emergency Management Director. The staff consists of (2).

Health responsibilities are provided by the Ledge Light Health District.

Public water is supplied by Connecticut Water Company, located at 93 West Main Street, Clinton, CT

The 1.1 miles of roads serving the municipality are: private roads

The Public Works Department consists of one member.

The municipality has -0- schools with approximately -0- students:

Old Colony Beach Club Association is vulnerable to many types of disasters including major snow fall, ice storms, blizzards, hazardous material incidents/accidents, aircraft accidents, tornadoes, hurricanes, flooding, electrical storms, major fires, energy/fuel shortages, forest fires, dam failures, bridge failures, water contamination, earthquakes, and major highway accidents.

**B. ASSUMPTIONS**

The following assumptions with regard to disaster emergency situations may be made: *(These are not listed in priority order.)*

1. An emergency or disaster (natural, man-made or national security) can affect the Old Colony Beach Club Association at any time.
2. A hurricane, tornado, windstorm, electrical storm, severe ice and/or snow storm, blizzard, etc. affecting the Old Colony Beach Club Association can cause the loss of power, telephone service, and other utilities and result in a major threat to government operations and the health and safety of people within the Old Colony Beach Club Association.
3. The resources normally available within the Old Colony Beach Club Association may not be sufficient to respond to a major emergency and/or disaster. Therefore, outside assistance may be necessary.

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4. Some advanced warning may be received in natural and man-made disasters. Thunderstorms that might produce dangerous winds and tornadoes might appear with little advance warning.
5. In an emergency and/or disaster simultaneously affecting other communities and/or the State, outside assistance may not be available. Therefore, local government will have to do the best it can with available resources to maximize the survival of people, prevent and/or minimize injuries, and preserve property and resources within the Old Colony Beach Club Association.

**III. CONCEPT OF OPERATIONS:**

**A. MITIGATION AND MITIGATION MEASURES:**

**MITIGATION:**

Mitigation is the process of taking actions designed to reduce or minimize the effects of natural or man-made hazards. The local government realizes the need to carry out mitigation efforts for the following hazards: major snow fall, ice storms, blizzards, hazardous material incidents/accidents, aircraft accidents, tornadoes, hurricanes, electrical storms, major fires, energy/fuel shortages, forest fires, water contamination, earthquakes, and major highway accidents. Therefore, the Old Colony Beach Club Association has the following hazard reduction measures in place:

**MITIGATION MEASURES:**

1. Carry out hazard mitigation activities appropriate to the respective functions of departments, agencies and offices.
2. Restrict development in hazardous areas consistent with the degree of risk.
3. Promote fire prevention.
4. Work with commerce and industry to improve hazardous materials storage, use, transportation and disposal.
5. Encourage public safety efforts at all levels.
6. Maintain a reserve stock of sandbags.
7. Develop and maintain "All Hazard" Shelter/Mass Care and Evacuation Annexes with pre-designated evacuation and shelter facilities.

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8. Maintain mutual aid agreements with neighboring communities to share assistance and resources.
9. Maintain a Radiological Protection Annex outlining decontamination procedures and availability of radiological instruments.
10. Promote professional development for emergency management and public safety personnel.

**B. INCREASED READINESS PHASE AND ACTIONS:**

**INCREASED READINESS PHASE:**

The Increased Readiness Phase is that period of time from receipt of the initial notification of a potential emergency to the onset of the emergency. The length of time in an Increased Readiness Phase may vary from a few minutes to several weeks. All departments, agencies and offices of Old Colony Beach Club Association government and supporting agencies will be alerted to the possibility of the impending disaster.

**INCREASED READINESS ACTIONS:**

*(These actions are not listed in priority order.)*

1. The Chief Executive Officer (CEO) will call together the Old Colony Beach Club Association department heads and other Old Colony Beach Club Association officials and external agency representatives as deemed necessary and will brief them on the situation. The CEO will activate this plan (See Attachment 2 – Sample Plan Activation.) and/or order such steps to be taken as may be appropriate for the situation.
2. Following the briefing all department heads and other people involved will review their responsibilities outlined in this Emergency Operations Plan and their respective annexes and/or emergency operations procedures (departmental emergency plans).
3. Department heads will brief their personnel on their responsibilities and then prepare for the mobilization.
4. The Emergency Operations Center (EOC) will be activated and maintained on a stand-by basis pending further orders. Department heads will designate their representatives to the EOC.
5. All emergency equipment, supplies and resources will be inventoried, checked and readied for emergency operations (response vehicles, emergency generators, radiological monitoring and hazardous materials equipment, radios, flashlights, batteries, regulatory and safety signs, record forms, etc.).

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6. Personnel, equipment, and resources will be ready for dispersal and, where advisable, moved to appropriate locations on a stand-by basis.
7. The Emergency Management Director will coordinate the inspection of all communications and auxiliary generating equipment to ensure operating capability.
8. News releases will be prepared for newspapers, radio and television to be used only when directed by the Chief Executive Officer.
9. Preparations will be made to alert, if necessary, the entire population of the Old Colony Beach Club Association including organizations, agencies and/or groups serving the handicapped, elderly and non-English speaking residents.
10. School officials, public and private, present at the briefing by the Chief Executive Officer will take all necessary steps to safeguard the school population. The Emergency Management Director will alert institutions and agencies not represented at the briefing, if deemed necessary by the Chief Executive Officer.
11. In an emergency of a local nature, the State Office of Emergency Management and communities with which mutual aid agreements exist will be alerted.
12. During this phase, the overall readiness of the Emergency Operations Center for operation on a 24-hour basis will be initiated.

**C. EMERGENCY PHASE AND ACTIONS:**

**EMERGENCY PHASE:**

The Emergency Phase is that period during which an emergency is occurring. Actions will be taken immediately to evaluate emergencies, warn the population of the Old Colony Beach Club Association, and make use of all available personnel, equipment and resources to minimize the effects of the disaster on the community. Some of the Emergency Phase actions may have been performed during the Increased Readiness Phase.

**EMERGENCY ACTIONS:**

*(These actions are not listed in priority order.)*

1. Immediately alert the public affected. Provide them with whatever guidance or instruction is required to respond to the emergency. Make certain that emergency information is disseminated in a manner that is understandable to foreign language groups that may be present in Old Colony Beach Club Association.

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2. Activate this Emergency Operations Plan. (*See Attachment 2 - Sample Plan Activation.*)
3. Fully activate the Emergency Operations Center on a round-the-clock basis. Take appropriate steps for water, food and sleeping facilities.
4. Declare "State of Emergency" if appropriate and necessary.
5. Establish communications with the State Emergency Management Area Office and cities and towns with which mutual aid agreements are in effect.
6. Conduct emergency operations in the most efficient and expeditious manner possible using all available manpower, equipment, fallout protection and other resources.
7. Implement protective measures based on protective action guides and other criteria consistent with the recommendations of the Environmental Protection Agency (EPA), the Nuclear Regulatory Commission (NRC), etc.

**D. RECOVERY PHASE AND ACTIONS:**

**RECOVERY PHASE:**

This phase is that period immediately following the emergency when actions will be taken to restore the community, to the greatest extent possible, to normal conditions. The phase begins when the disaster has subsided to such a degree that recovery operations can begin. Some recovery actions may commence during the Emergency Phase. In a radiological emergency it may be necessary to precede all recovery operations with decontamination procedures, with the exception of urgent rescue operations.

**RECOVERY ACTIONS:** (*These actions are not listed in priority order.*)

1. Continue rescue operations. If a radioactive environment exists, ensure monitoring and decontamination when possible. Monitoring and decontamination should precede all other recovery operations.
2. Provide medical assistance to the sick and injured.
3. Arrange for temporary shelter, housing, food and clothing.
4. Provide transportation for people who are being relocated.
5. Make evaluation of the situation, including damage assessment and plan for restoration. Determine restoration priorities.

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6. Certify buildings and/or areas as being safe for habitation.
7. Commence restoration of the Old Colony Beach Club Association following established priorities.
8. Assist public utilities with the restoration of service when requested.
9. Provide emergency mortuary service.
10. Maintain the Emergency Operations Center in operation until such time as the emergency and recovery operations no longer require it.
11. Provide for protection from looting and vandalism.
12. Establish and maintain a disaster inquiry center.
13. Maintain facilities for the dissemination of information to the public.
14. Arrange for financial assistance to help residents and Old Colony Beach Club Association government to recover from the disaster. This will be done in cooperation with State and Federal agencies.
15. Destroy contaminated food, drugs and other material.

**IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:**

*(See Attachment 1 – Emergency Operations Organizational Chart for the organizational structure used by the municipality for emergency response operations.)*

**A. The CHIEF EXECUTIVE OFFICER (Chairman):**

The Chief Executive Officer of Old Colony Beach Club Association is responsible for the performance of the following functions under this plan:

1. Carries out emergency management activities to protect life and property prior to and during any emergency or disaster.
2. Requests assistance from mutual aid communities and from the State of Connecticut.
3. Declares a local State of Emergency when the scope of the disaster/emergency is beyond the municipality's ability to respond without assistance.
4. Exercises executive authority and direct control over all municipal departments, agencies and offices

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5. Sets policy for the emergency response organization.
6. Assumes responsibility for the overall response and recovery operations.
7. Authorizes the mitigation strategy for recovery.
8. Identifies by title/position the individuals responsible for serving as Incident Commander, Emergency Operations Center (EOC) Manager, Health and Medical Coordinator, Communications Coordinator, Warning Coordinator, Public Information Officer, Evacuation Coordinator, Shelter/Mass Care Coordinator, and Resource Manager.
9. Identifies by title/position the individuals assigned to work in the Emergency Operations Center.

**B. The EMERGENCY MANAGEMENT DIRECTOR:**

1. Advises the Chief Executive Officer on emergency management matters and related laws, rules and regulations.
2. Plans, develop, organize, direct, and coordinate the OCBCA Emergency Management Program with the goal of saving lives and protecting property by maintaining emergency operational capabilities to mitigate, prepare for, respond to, and recover from any emergency or disaster.
3. Is responsible for completing the following emergency management functions:
  - a. Emergency Organization, Planning and Management.
  - b. Direction, Control and Warning.
  - c. Population Protection.
  - d. Training and Exercising.
4. As a staff member to the Chief Executive Officer, coordinates the emergency management forces of the Old Colony Beach Club Association in the handling of a disaster or an emergency.
5. Coordinates the damage assessment functions to ensure that personnel and procedures are in place to provide preliminary estimates for disaster situation reports to the appropriate Connecticut Office of Emergency Management Area Office.

*(For detailed information regarding damage assessment process, please refer to the State Office of Emergency Management Advisory Bulletin 11-8, "Local*

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*Government Emergency Situation Reporting for Natural Disasters” or “Annex J - Situation Reporting” of this Emergency Operations Plan.)*

6. Coordinates with the Communications Coordinator, Warning Coordinator, Public Information Officer, Health and Medical Coordinator, Resource Manager, and the Shelter/Mass Care Coordinator to ensure necessary planning considerations are included in the Emergency Operations Plan.
7. Coordinates with the local chapters of the American Red Cross, Salvation Army, other public service non-profit organizations, the Superintendent of Schools, etc., to identify a lead organization, if possible, and personnel to perform Shelter/Mass Care operations.
8. Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteers and neighborhood groups within Old Colony Beach Club Association.
9. Works with the Public Information Officer to develop emergency information packets and emergency instructions for the public.
10. Coordinates planning requirements with the emergency management staff in neighboring jurisdictions that have been identified as potentially hazard-free and have agreed to house evacuees in their Shelter/Mass Care facilities.
11. Coordinates the provision of Shelter/Mass Care needs for personnel performing medical duties during catastrophic emergencies.
12. Assists, as appropriate, the Animal Care and Control Coordinator’s efforts to coordinate the preparedness actions needed to protect and care for animals during and following catastrophic emergencies.
13. Assists the Resource Manager to prepare for response operations.
  - Convenes planning meetings in consultation with (or on the advice of) the Resource Manager.
  - Designates emergency management staff to serve in key posts.
14. Advocates that mitigation concerns be addressed appropriately during response and recovery operations.
15. Ensures that a copy of the local declaration of emergency is transmitted to the State Office of Emergency Management (OEM) through the appropriate State OEM Area Office.

**C. The FIRE DEPARTMENT: (Old Lyme Fire Department)**

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Manages fire department resources and directs fire department operations.

**D. THE POLICE DEPARTMENT: Old Lyme Police Department/State Police)**

Manages law enforcement resources and directs traffic control and law enforcement operations.

**E. The HEALTH AND MEDICAL COORDINATOR (Ledge Light Health District)**

1. Coordinates the use of health and medical resources and personnel involved in providing medical assistance to disaster victims.
2. Meets with the heads of local public health, emergency medical services (EMS), hospitals, environmental health, mental health, and mortuary services, or their designees, to review and prepare emergency health and medical plans and ensure their practicality and inter-operability. If appropriate, includes local representatives of professional societies and associations in these meetings to gain their members' understanding of, and support for, health and medical plans.
3. Meets with representatives of fire and police departments, emergency management agencies, military department (if activated by the Governor), State and Federal agencies, and the American Red Cross (ARC) to discuss coordination of disaster plans.

**F. The PUBLIC WORKS DEPARTMENT:**

1. Manages public works resources and directs public works operations (e.g., water supply/treatment, road maintenance, trash/debris removal).
2. Coordinates with private sector utilities (e.g., power, water and gas) on shutdown and service restoration.
3. Coordinates with private sector utilities and contractors for use of private sector resources in public works-related operations.

**G. The WARNING COORDINATOR (Old Lyme Emergency Manager)**

1. Determines warning resource requirements.
2. Identifies warning system resources in the Old Colony Beach Club Association that are available to warn the public.
3. Performs a survey to establish warning sites.

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4. Identifies areas to be covered by fixed-site warning systems.
5. Develops procedures to warn areas not covered by existing warning systems.
6. Develops special warning systems for those with hearing and sight disabilities.
7. Develops means to give expedited warning to custodial institutions (e.g., nursing homes, schools, prisons).
8. Coordinates warning requirements with the local Emergency Alerting System (EAS) stations, and other radio/television stations in the Old Colony Beach Club Association.
9. Develops a chart of various warning systems, applicability to various hazards, and activation procedures.
10. Coordinates planning requirements with the EOC Manager.

**H. The EMERGENCY OPERATIONS CENTER (EOC) MANAGER/OPERATIONS OFFICER (Old Lyme Emergency Manager):**

*(Note: In many jurisdictions, the Emergency Management Director performs this function.)*

1. Manages the EOC as a physical facility (e.g., layout and set-up), oversees its activation, and ensures it is staffed to support response organizations' needs.
2. Oversees the planning and development of procedures to accomplish the emergency communications function during emergency operations.
3. Ensures enough personnel are assigned to the communications and information processing sections in the EOC.
4. Oversees the planning and development of the warning function.
5. Reviews and updates listings including telephone numbers of emergency response personnel to be notified of emergency situations.
6. Designates one or more facilities to serve as the Old Colony Beach Club Association alternate EOC.
7. Ensures that communications, warning, and other necessary operations support equipment is readily available for use in the alternate EOC.

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**I. The COMMUNICATIONS COORDINATOR (OCBCA Clerk):**

This individual is responsible for the management of all emergency communications operations systems and protocols. The communications Coordinator:

1. Assembles a team of representatives from the government departments and public service agencies involved in emergency operations to develop a communication procedure that will be responsive to the jurisdiction's needs and compatible with the communications procedures used by emergency response organizations.
2. Identifies communications and warning resources in the local government available to the Emergency Operations Center.
3. Identifies and designates private and public service agencies, personnel, equipment, and facilities that can be used to augment the jurisdiction's communications capabilities. *(For example, develops procedures with RACES or other available local communications resources.)*
4. Designates personnel to serve on the Communications Section Team.
5. Surveys communications equipment sites for power sources and locations.
6. Analyzes equipment locations in relation to potential hazards and disaster conditions.
7. Coordinates emergency communications and warning frequencies and procedures with Emergency Operations Centers at higher levels of government and with neighboring communities.
8. Identifies a repair capability available under emergency conditions and coordinates repair and maintenance activities.
9. Arranges training programs for all communications staff, including volunteers and repair personnel.

**J. The PUBLIC INFORMATION OFFICER - Old Lyme FD PIO**

1. Advises the Emergency Management Director and Chief Executive Officer on matters of emergency public information (EPI).
2. Establishes and maintains a working relationship with local media.
3. Prepares a call-down list for disseminating EPI to groups that do not have access to normal media (e.g., school children).

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4. Prepares emergency information packets for release; distributes pertinent materials to local media prior to emergencies; and ensures that information needs of visually impaired, hearing impaired, and non-English speaking audiences are met.
5. Coordinates with the Animal Care and Control Coordinator to obtain information for dissemination to the public on the appropriate actions that should be taken to protect and care for companion and farm animals and wildlife during disaster situations.

**K. The EVACUATION COORDINATOR (Old Lyme FD):**

1. Coordinates all evacuation planning activities with the Emergency Management Director.
2. Identifies high hazard areas and determines population at risk; prepares time estimates for evacuation of the people in the different risk zones. Accomplishment of these tasks requires the preparation of a threat summary, based on the jurisdiction's hazard analysis. The summary addresses the evacuation needs that are applicable to the hazards that threaten the people living in the jurisdiction. Typical threats include:
  - Hazardous materials accidents involving the facilities that use, store, manufacture, or dispose of them, and the transport modes (planes, trains, boats, trucks, rail roads, pipelines, etc.) used to move them.
  - Flooding because of snow melt, ice jams or torrential rains in flood-prone and/or low-lying areas subject to flash floods; coastal and inland flooding caused by tidal surge and rain, and the wind damage associated with hurricanes, tropical storms and nor'easters.
  - Flooding locations downstream from dams.
  - Areas subject to wildfires.
    - Areas subject to major seismic activity.
    - Populations at risk to war-related or national security threats involving nuclear, chemical, or biological weapons.
  - Any other situations involving terrorist activities.
3. Identifies transportation resources (e.g., public transit, school buses, etc.) likely to be available for evacuation operations; prepares an inventory of vehicle resources (public and private buses, public works trucks, commercial bus companies, trucking companies, truck rental companies, rail services, marine/ferry, air services, ambulance services, etc.).
4. Assists facilities that provide care for special needs populations to develop a facility evacuation plan.

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5. Develops information for evacuees' use on the availability and location of Shelter/Mass Care facilities away from the threat of further hazard-induced problems.
6. Assists, as appropriate, the Animal Care and Control Coordinator in the preparedness actions for the evacuation of animals during catastrophic emergencies.

**L. The SHELTER/MASS CARE COORDINATOR (Old Lyme Emergency Manager.):**

1. Surveys buildings to select the safest and best possible for use, such as Shelter/Mass Care facilities.
2. Prepares a list that identifies the buildings that have been selected for use as Shelter/Mass Care facilities and the number of people that can be housed in each.
3. Compares Shelter/Mass Care facility locations with potential hazards and disaster conditions.
4. Prepares a resource list that identifies the agencies that are responsible for providing the resources (cots, blankets, beds, food, water, candles, medical and sanitation supplies, communication gear, backup power sources, etc.) required to setup and sustain operations in each Shelter/Mass Care facility.
5. Makes provisions to ensure the following items are available in sufficient quantities for use in Shelter/Mass Care facilities, when opened (These stocks may be pre-positioned or delivered at the time of need.):
  - Food supplies.
  - Water and sanitary supplies.
  - Clothing, bedding, and other supplies.
  - First aid/medical supplies.
6. Prepares necessary agreements to guarantee access to those non-government owned facilities that have been designated for Shelter/Mass Care use during emergencies.
7. Designates a Shelter/Mass Care facility manager and identifies staffing requirements for each Shelter/Mass Care facility.
8. Makes necessary arrangements to ensure Shelter/Mass Care staff members are trained.
9. Prepares a manager's kit for the designated manager in each Shelter/Mass Care facility.

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10. Coordinates with the Emergency Management Director and Public Information Officer to develop a public information program to make citizens aware of the availability and location of Shelter/Mass Care facilities.
11. Develops a Shelter/Mass Care operations organizational chart.
12. Manages Shelter/Mass Care activities during emergencies.
13. Coordinates Shelter/Mass Care activities with the Emergency Management Director.
14. Assists, as appropriate, the Animal Care and Control Coordinator in the preparedness actions that should be accomplished in order to feed, shelter, and provide medical treatment for animals during and after catastrophic emergencies.

**M. The RESOURCE MANAGER:**

1. Manages and directs resource support activities during large-scale emergencies and disasters.
2. Chairs planning meetings.
3. Ensures that resource listings and/or the resource database are current.
4. Ensures that necessary agreements and appropriate public information materials (e.g., regarding donations) are in place.
5. Coordinates resource-planning activities with the Emergency Management Director.

**N. The SUPERINTENDENT OF SCHOOLS:**

1. Develops and periodically exercises a student evacuation plan.
2. Coordinates with the Evacuation Coordinator to work out arrangements to use school buses to transport school children and other evacuees.
3. Coordinates with the Shelter/Mass Care Coordinator to work out arrangements to use schools and/or their food stocks for Shelter/Mass Care.
4. Coordinates with the Shelter/Mass Care Coordinator for the transport of school children to Shelter/Mass Care facilities.

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**O. The ANIMAL CARE AND CONTROL COORDINATOR (Old Lyme Animal Control Officer):**

1. Coordinates the services and assistance provided to the animal victims. The activities may include the protection, care, and disposal of animal victims.
2. Coordinates preparedness activities with public and private sector organizational representatives. These activities will include:
  - Planning that addresses provisions for the protection of companion and farm animals, wildlife, animals in zoos and aquarium parks, animal shelters, animal research facilities, university medical and animal science centers, pet stores, etc.
3. Coordinates with State/local agencies such as fish and game departments, wildlife, natural resources, game wardens (DEP Wildlife Division); also farm bureaus, and the State Veterinarian.
4. Coordinates with the local emergency management agency's staff; the individuals tasked in the EOP to serve as Evacuation and Shelter/Mass Care Coordinators, Public Information Officer, Health Director, Resource Manager, etc.
5. Obtains assistance from non-governmental organizations such as the Red Cross, Humane Society, Veterinary Medical Associations (State and national), Veterinary Technician Associations, livestock and horse associations, kennel clubs, and other animal protection volunteer groups.
6. Forms emergency response teams (i.e., evacuation, shelter, medical treatment, search and rescue, etc.) that include trained professionals and volunteers to accomplish necessary actions during response operations. The team members may include animal control officers, Humane Society staff, veterinarians, veterinary technicians, livestock inspectors, game wardens, farmers, kennel owners, and volunteers from animal protection organizations, etc.

**P. ALL TASKED ORGANIZATIONS:**

“All tasked organizations” identified in the Emergency Operations Plan will:

1. Maintain current internal personnel notification rosters and SOPs to perform assigned tasks.
2. Negotiate, coordinate and prepare mutual aid agreements.
3. Analyze needs and determine specific communications resource requirements.

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4. Work with the EOC Communications Coordinator to ensure equipment and procedures are compatible.
5. Identify potential sources of additional equipment and supplies.
6. Provide for continuity of operations.
  - Establish clear line of succession for key management positions to ensure continuous leadership and authority for emergency actions and decisions.
  - Protect records, facilities, and equipment essential for sustaining government functions and conducting emergency operations.
  - Ensure, if practical, that alternate operating locations are available should the primary locations suffer damage, become inaccessible, or require evacuation.
  - Protect emergency response staff. This includes actions to:
    - ◇ Obtain necessary protective respiratory devices and clothing, detection and decontamination equipment, and antidotes.
    - ◇ Ensure assigned personnel are trained on the use of protective gear, detection and decontamination devices, and antidotes.
    - ◇ Provide security at facilities.
    - ◇ Rotate staff and schedule time off to prevent burnout.
    - ◇ Make stress counseling available.
  - Ensure the functioning of communications and other essential equipment. This includes actions to:
    - ◇ Test, maintain, and repair communications and warning equipment.
    - ◇ Stockpile supplies and repair equipment.
7. Document all costs and expenses associated with response and recovery activities.

**V. ADMINISTRATION AND LOGISTICS:**

**A. SUPPORT AND MUTUAL AID**

The government of Old Colony Beach Club Association is responsible for the protection and safety of all people and properties within its boundaries, within the limits of Old Colony Beach Club Association resources.

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Emergency operations will be carried out principally by local emergency management forces. Mutual aid agreements (verbal and written) in effect at the time of the emergency will be made use of if necessary and feasible to do so. Mutual aid assistance from other municipalities and support and assistance (including technical information on health risks, weather conditions, etc.) from volunteer organizations, private agencies, and the State and/or Federal governments will be requested by the Chief Executive Officer and arranged and coordinated by the Emergency Management Director.

The Chief Executive Officer may request assistance and support from: the American Red Cross; Salvation Army; amateur radio operators; Visiting Nurses Association; Civil Air Patrol; private contractors, etc. Volunteer organizations will assist in whatever manner is best suited to their respective capabilities. These organizations will be given mission-type assignments and remain unitized to the greatest extent possible in performing emergency functions under the direction of their own supervision, coordinated by the Director of Emergency Management.

Support means those organizations or groups that can be called upon for assistance principally when added manpower or specialized services are needed during a disaster emergency. For instance, a snowmobile club or group, service organizations, etc., that tend to respond as a unit and can carry out mission-type assignments under their own supervision and with their own manpower and equipment are considered support groups.

1. *The Emergency Medical Services:*

- a. Respond to the disaster scene with emergency medical personnel and equipment.
- b. Upon arrival at the scene, assume an appropriate role in the Incident Command System (ICS). If the ICS has not been established, initiate ICS procedures until relieved by other first responder service (i.e., fire, police).
- c. In a Mass Casualty Incident (MCI), EMS operations should be conducted using the MCI Guidelines, Job Action Sheets, and Checklists found in Attachments 2, 3 and 4 respectively. (NOTE: The MCI Guidelines, Job Action Sheets and Checklists in Attachments 2, 3 and 4 have been approved by the Mass Casualty Care Committee of the State EMS Advisory Board and by the Commissioner of the Connecticut Department of Public Health.)
- d. Establish and maintain field communications and coordination with other responding emergency teams (medical, fire, police, public works, etc.) and radio or telephone communications with hospitals, as appropriate.
- e. Direct the activities of private, volunteer, and other emergency medical units, and of

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bystander volunteers as needed.

- f. Evacuate patients from affected hospitals and nursing homes if necessary.

2. The American Red Cross:

The American Red Cross is a voluntary independent agency that will be expected to cooperate with local government to the extent of its capabilities and execute its Disaster Assistance Plan in cooperation with the Old Colony Beach Club Association. It is expected that the Red Cross will function in the following areas on a mission basis under its own supervision and in coordination with local government.

- a. Provide food, clothing, shelter or other assistance.
- b. Assist with rehabilitation of families.
- c. Provide nurses and nurses' aides in coordination with the Health Department.
- d. Assist with evacuation of persons from disaster areas.
- e. Set up and operate bloodmobiles as required.
- f. Assist with the management and operation of reception and care activities (registration, staffing, lodging, feeding, pertinent evacuee information, etc.).
- g. Assist the Health Department with special needs of the handicapped and the elderly.

3. The Salvation Army:

The Salvation Army, a voluntary organization, is expected to support local government as follows:

- a. Provide, within the limitations of its resources, the following services as requested:
  - 1) Mobile canteen services.
  - 2) Emergency feeding service and shelter in Salvation Army or other facilities.
  - 3) Collection and distribution of food, clothing and other supplies.

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- 4) Counseling and morale building services.
  - 5) Assistance in registration, identification and collateral services.
  - 6) Provision of personnel with specialized skills, such as language interpreters and social workers.
- b. Work with disaster assistance teams to take aid programs to victims not able to report to assistance centers.
  - c. Abide by the decisions of the Chief Executive Officer of the Old Colony Beach Club Association concerning the coordination of volunteer organizations for the rendering of assistance to disaster victims.
4. The Public Utilities:
- a. Assign qualified individuals, when requested by the Chief Executive Officer, to serve as liaisons between their companies and the Old Colony Beach Club Association for the duration of the emergency.
  - b. Determine priorities for service restoration as established through mutual understanding between the Chief Executive Officer and utility companies involved.
  - c. Keep the Chief Executive Officer informed of damage assessments and progress of repairs.

**B. CIVIL PREPAREDNESS FORCES (EMERGENCY MANAGEMENT)**

Section 28-1C, Title 28, Chapter 517 of the Connecticut General Statutes states the following: (C) "Civil Preparedness Forces" means any organized personnel engaged in carrying out civil preparedness functions in accordance with the provisions of this chapter or any regulation or order thereunder. All the police and fire forces of the state or any political subdivision of the State, or any part of any political subdivision, including all the auxiliaries of these forces, shall be construed to be a part of the civil preparedness forces. Any member of the civil preparedness forces who is called upon either by civil preparedness personnel or state or municipal police personnel to assist in any emergency shall be deemed to be engaging in civil preparedness duty while assisting in such emergencies or while engaging in training under the auspices of the

Office

of Emergency Management or the State or Municipal Police Department, for the purpose of eligibility for death, disability and injury benefits as provided in Section 28-14.

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**C. FINANCIAL RECORDS**

Each Old Colony Beach Club Association department, agency, office, etc. is required to keep accurate records and logs of all actions taken during disaster emergencies of any kind. All funds expended and materials or supplies obtained by purchase or otherwise must be accounted for by receipts and written records in detail.

**D. CONTINUITY OF GOVERNMENT**

In order to ensure continuity in operations of local government during a period of emergency resulting from a disaster (natural, man-made or national security), the following line of succession shall prevail:

- a. OCBCA Chairman
- b. OCBCA Clerk
- c. OCBCA Treasurer

During any period, the Chief Executive Officer (CEO) is unable to fulfill the duties outlined in this plan because of absence or disability, the person who assumes the position will have all the powers and responsibilities (as outlined in this plan) of the Chief Executive Officer of Old Colony Beach Club Association. The successor's powers and responsibilities shall terminate upon the return of the CEO.

To ensure continuity in operations of municipal departments and agencies during a period of emergency resulting from disaster (natural, man-made or national security); a line of succession, and the extent, limits and cessation of the successor's powers will be specified in each department or agency's annex or standing operating procedures.

**VI. PLAN DEVELOPMENT AND MAINTENANCE:**

This Emergency Operations Plan will be updated by the Emergency Management Director for the purpose of correcting deficiencies identified through actual emergency response operations, drills and exercises, changes in local government structure, technological changes, etc. Minor changes shall accumulate and be made with major changes. If no major changes occur and there are no minor changes to be made, the State Office of Emergency Management and all holders of the plan will be so notified in writing. The plan shall be reviewed annually but in no case shall updating and notification to the State Office of Emergency Management exceed a period of 4 years from the date of this plan. Revisions should be provided by the Emergency Management

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Director to all holders of the plan.

Some departments, agencies and offices having mission assignments are required to develop and maintain a current annex to this Emergency Operations Plan. They shall deliver two (2) copies of the annex to the Emergency Management Director within thirty (30) working days of the request for such annex. An annex becomes an official part of this plan upon signing of the annex by the Emergency Management Director and the Chief Executive Officer. Annexes shall be reviewed and updated annually. All changes to an annex will be provided to all departments, agencies, offices and individuals who have received copies of the annex.

**VII. AUTHORITY AND REFERENCES:**

Authority for this plan is contained in Title 28, Chapter 517 of the Connecticut General Statutes, as amended; and such Executive Orders, Local Ordinances, Charter Provisions or Special Acts as may be applicable. The Emergency Management Program of the Old Colony Beach Club Association shall be developed and maintained in accordance with current Federal, State and local emergency management requirements.

This Emergency Operations Plan (EOP) has been developed following the guidance provided in “*SLG-101: Guide for All-Hazard Emergency Operations Planning*” published by the Federal Emergency Management Agency (FEMA). The EOP is a requirement of Section 28-7(a) of Title 28, Chapter 517 of the Connecticut General Statutes. All local government departments, agencies and offices and all local emergency management (Civil Preparedness) forces shall carry out the duties and functions assigned in this EOP. Local officials may also wish to refer to the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended.

**Old Colony Beach Club Association, Old Lyme, CONNECTICUT**

**EMERGENCY OPERATIONS PLAN**

*January 1, 2026*

**Attachment 1**

**EMERGENCY OPERATIONS ORGANIZATIONAL CHART**

1. **OCBCA Chairman-** Douglas Whalen, [chairman@oldcolonybeach.org](mailto:chairman@oldcolonybeach.org) (cell) 860-930-6834
2. **OCBCA Clerk-** Catherine Foster, [clerk@oldcolonybeach.org](mailto:clerk@oldcolonybeach.org)
3. **OCBCA Treasurer-** Enzo Radineri, [treasurer@oldcolonybeach.org](mailto:treasurer@oldcolonybeach.org)
4. **Public Works-** Anthony Camilleri, [publicworks@oldcolonybeach.org](mailto:publicworks@oldcolonybeach.org)
5. **Public Safety-** Steve Humes, [publicsafety@oldcolonybeach.org](mailto:publicsafety@oldcolonybeach.org)

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**EMERGENCY OPERATIONS PLAN**

January 1, 2026

**Attachment 1.A**

**EMERGENCY OPERATIONS CENTER STAFFING**

The Emergency Management structure is organized into four levels. Personnel comprising the first three levels will report to the Emergency Operations Center for full staffing or as necessary.

**POLICY GROUP:** This group of senior public officials will develop emergency policies and, in specific emergency situations, will discuss the economic, political, legal, and social implications of both the threat and the response to determine the best general approach to the situation. All major policy decisions are made by this group. Members of this group include:

Chief Executive Officer	Director of Social Services
Administrative Assistant	Director of Finance
Emergency Management Director	School Superintendent
Police Chief	Public Works Director
Fire Chief	Personnel Officer
Health Director	Other officials

**CONTROL AND COORDINATION.** This group will determine operational objectives and priorities; assign tasks to operational sections; allocate personnel, equipment, material and other necessary resources; provide logistical support to field units; secure needed resources and relief forces, and monitor both the immediate emergency and other potential problem situations. This group is headed by the EOC Manager/Operations Officer and includes the following personnel:

EOC Manager/Operations Officer	Shelter/Mass Care Coordinator
Communications Coordinator	Evacuation Coordinator
Warning Coordinator	Animal Care and Control Coordinator
Public Information Officer	Utilities Liaisons
Resource Manager	Other Coordinators

**DIRECTION AND SUPERVISION.** This group consists of the operational supervisors of the departments and agencies that have personnel deployed in the field. For most emergencies, these personnel are located at their respective facilities or field command posts. However, operational supervisors may function out of the Emergency Operations Center in certain situations. Procedures are fluid, but each department/agency is expected to coordinate as closely as possible with each other. This group is responsible for the proper use of resources assigned by the Control and Coordination Group within the policy guidelines established by the Policy Group. Constant communication must be maintained between these operational visors and the appropriate member of the Control and Coordination Group.

**FIELD UNITS.** This group consists of all personnel that would normally be in the field or at the scene of an emergency.

**Old Colony Beach Club Association, Old Lyme, CONNECTICUT**  
**EMERGENCY OPERATIONS PLAN**  
*January 1, 2026*

**Attachment 2**

**SAMPLE EMERGENCY OPERATIONS PLAN ACTIVATION**

**WHEREAS** the Chief Executive Officer does find that the (Blizzard, Flood, Hurricane, Storm, etc.) emergency currently affecting the Old Colony Beach Club Association of Old Lyme requires the activation of the Emergency Operations Plan.

**NOW, THEREFORE**, it is hereby declared and ordered that the Emergency Operations Plan of the Old Colony Beach Club Association of Old Lyme is now activated, and all personnel ordered to perform in accordance with it.

**IT IS FURTHER DECLARED AND ORDERED** that a copy of this action be forwarded to the State Office of Emergency Management.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Time

\_\_\_\_\_  
Chief Executive Officer

Attest: \_\_\_\_\_

**Old Colony Beach Club Association, Old Lyme, CONNECTICUT**  
**EMERGENCY OPERATIONS PLAN**  
*January 1, 2026*

**Attachment 3**

**HOW TO DECLARE A DISASTER/STATE OF EMERGENCY**

The Chief Executive Officer in consultation with the Emergency Management Director should, in an emergency, declare a State of Emergency/Disaster under the following circumstances and conditions:

1. The situation has created a clear and present threat to life and/or property, and,
2. The resources available to the Chief Executive Officer locally (i.e., within the Old Colony Beach Club Association) have been exhausted, or the Chief Executive Officer determines that, based on existing conditions, such resources are likely to be exhausted before the threat to life or property passes.

In the event of the above, the Chief Executive Officer shall, in accordance with the powers granted to him under State law and the OCBCA Charter, declare that a State of Emergency exists.

*A written Declaration of a State of Emergency, substantially in the form of Attachment 4, should be utilized.*

NOTES:

1. The Treasurer should be consulted as soon as is reasonably possible in order to obtain consent for any extraordinary expenditure on public funds.
2. Notice of the declaration of a State of Emergency should be transmitted to the State Office of Emergency Management via the appropriate OEM Area Office immediately; and a copy of the written document forwarded as soon as possible.

Old Colony Beach Club Association, Old Lyme, CONNECTICUT

**EMERGENCY OPERATIONS PLAN**

January 1, 2026

**Attachment 4**

**SAMPLE DECLARATION OF STATE OF EMERGENCY**

**WHEREAS** the Chief Executive Officer does find:

1. That due to \_\_\_\_\_ (**cite specific conditions, example: the heavy rains and flood waters**) the Old Colony Beach Club Association of Old Lyme is facing dangerous \_\_\_\_\_ (cite specific conditions, example: flooding) conditions;
  
2. That due to the \_\_\_\_\_ (**cite specific conditions, example: floods**) a condition of extreme peril to life and properties exists and thus necessitates the declaration of a State of Emergency;

**NOW, THEREFORE**, it is hereby declared that a State of Emergency now exists throughout said Old Colony Beach Club Association of Old Lyme and

**IT IS FURTHER DECLARED AND ORDERED** that during the existence of this State of Emergency the Chief Executive Officer shall exercise those powers, functions and duties prescribed by State law, the Old Colony Beach Club Association charter, and all applicable ordinances, resolutions, special acts, and the Old Colony Beach Club Association Emergency Operations Plan in order to minimize the effects of said emergency.

\_\_\_\_\_  
Dated

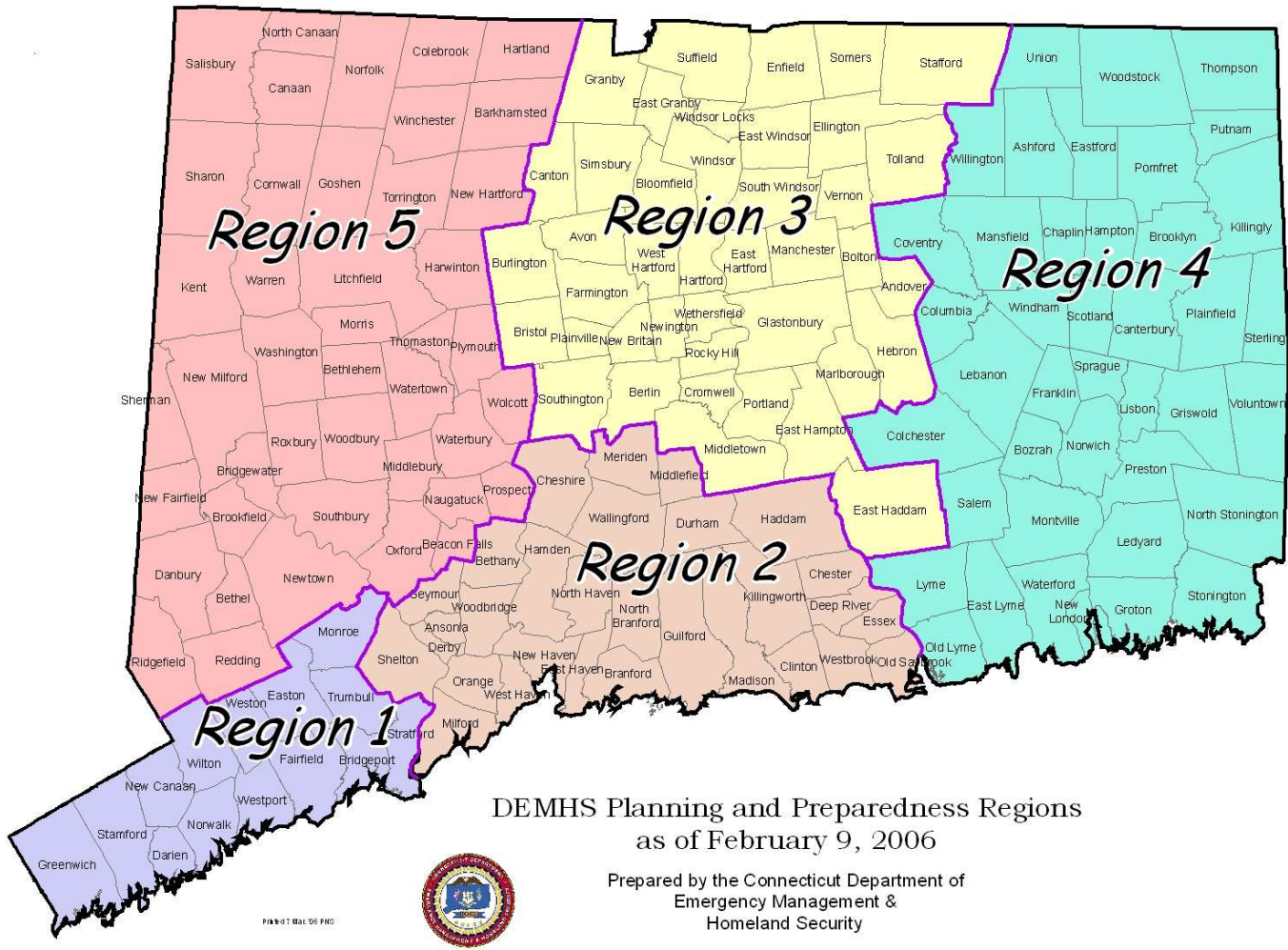
\_\_\_\_\_  
Time

\_\_\_\_\_  
Chief Executive Officer

Attest: \_\_\_\_\_

**TOWN/CITY, CONNECTICUT**  
**EMERGENCY OPERATIONS PLAN**  
**EFFECTIVE DATE**

**Attachment 5**



- Region 1 - State Police Troop L,  
Litchfield, 860-567-6850
- Region 2 - Veterans Home & Hospital,  
Rocky Hill, 860-529-6893
- Region 3 - State Police Troop K,  
Colchester, 860-537-7560
- Region 4 - DPS Headquarters,  
Middletown, 860-685-8105
- Region 5 - State Police Troop G,  
Bridgeport, 203-696-2640

DEMHS Planning and Preparedness Regions  
as of February 9, 2006

Prepared by the Connecticut Department of  
Emergency Management &  
Homeland Security



**TOWN/CITY, CONNECTICUT**  
**EMERGENCY OPERATIONS PLAN**  
**EFFECTIVE DATE**

**Attachment 5A**

**CT DEMHS – City and Town Listing by Region**

State Police - Troop G 149 Prospect Street Bridgeport, CT 06601 203-696-2640 (Phone) 203-334-1560 (Fax) 860-842-9792 (Pager)	Public Safety Hdqtrs. 1111 Country Club Road Middletown, CT 06457 860-685-8105 (Phone) 860-685-8366 (Fax) 860-842-9693 (Pager)	Veterans Home & Hosp. 287 West Street Rocky Hill, CT 06067 860-529-6893 (Phone) 860-257-4621 (Fax) 860-842-9362 (Pager)	State Police - Troop K 15 Old Hartford Road Colchester, CT 06415 860-537-7560 (Phone) 860-537-7564 (Fax) 860-842-9753 (Pager)	State Police - Troop L 452-A Bantam Road Litchfield, CT 06759 860-567-6850 (Phone) 860-567-6851 (Fax) 860-842-9465 (Pager)
<b>Region 1</b> 14 Towns	<b>Region 2</b> 30 Towns	<b>Region 3</b> 41 Towns	<b>Region 4</b> 41 Towns	<b>Region 5</b> 43 Towns
Bridgeport	Ansonia	Andover	Ashford	Barkhamsted
Darien	Bethany	Avon	Bozrah	Beacon Falls
Easton	Branford	Berlin	Brooklyn	Bethel
Fairfield	Cheshire	Bloomfield	Canterbury	Bethlehem
Greenwich	Chester	Bolton	Chaplin	Bridgewater
Monroe	Clinton	Bristol	Colchester	Brookfield
New Canaan	Deep River	Burlington	Columbia	Canaan
Norwalk	Derby	Canton	Coventry	Colebrook
Stamford	Durham	Cromwell	East Lyme	Cornwall
Stratford	East Haven	East Granby	Eastford	Danbury
Trumbull	Essex	East Haddam	Franklin	Goshen
Weston	Guilford	East Hampton	Griswold	Hartland
Westport	Haddam	East Hartford	Groton City	Harwington
Wilton	Hamden	East Windsor	Groton Town*	Kent
	Killingworth	Ellington	Hampton	Litchfield
	Madison	Enfield	Killingly	Middlebury
	Meriden	Farmington	Lebanon	Morris
	Middlefield	Glastonbury	Ledyard	Naugatuck
	Milford	Granby	Lisbon	New Fairfield
	New Haven	Hartford	Lyme	New Hartford
	North Branford	Hebron	Mansfield	New Milford
	North Haven	Manchester	Montville	Newtown
	Old Saybrook	Marlborough	New London	Norfolk
	Orange	Middletown	North Stonington	North Canaan
	Seymour	New Britain	Norwich	Oxford
	Shelton	Newington	Old Lyme	Plymouth
	Wallingford	Plainville	Plainfield	Prospect
	West Haven	Portland	Pomfret	Redding
	Westbrook	Rocky Hill	Preston	Ridgefield
	Woodbridge	Simsbury	Putnam	Roxbury
		Somers	Salem	Salisbury
		South Windsor	Scotland	Sharon
		Southington	Sprague	Sherman
		Stafford	Sterling	Southbury
		Suffield	Stonington	Thomaston
		Tolland	Thompson	Torrington
		Vernon	Union	Warren
		West Hartford	Voluntown	Washington
		Wethersfield	Waterford	Waterbury
		Windsor	Willington	Watertown
		Windsor Locks	Windham	Winchester
<b>Revised: April 2006</b>			Woodstock	Wolcott
				Woodbury

**Old Colony Beach Club Association, Old Lyme, CONNECTICUT**

**EMERGENCY OPERATIONS PLAN**

*January 1, 2026*

**Attachment 6**

**LIST OF ANNEXES**

Annex A	Direction and Control
Annex B	Communications
Annex C	Warning
Annex D	Emergency Public Information
Annex E	Evacuation
Annex F	Shelter/Mass Care
Annex G	Health and Medical
Annex H	Resource Management
Annex I	Radiological Protection
Annex J	Situation Reporting
Annex K	Joint Federal/State/Local Preliminary Damage Assessment
Annex N	Hazardous Materials Emergency Response