

STOCKBRIDGE HOUSING AUTHORITY EMERGENCY PLAN

Purpose:

The purpose of the Emergency Plan is to provide adequate life and safety protection for the people residing at Heaton Court, Stockbridge, which premises are owned and managed by the Stockbridge Housing Authority. This plan is developed to comply with the requirements of 527 CMR 10:11.

Policy:

1. In the event of an emergency such as fire, tornado, damaging winds, or long duration electrical outage, the Stockbridge Emergency Management Department as the primary public safety department for the town will assess the situation and determine an appropriate response. In major town-wide emergencies, the provisions of the Town of Stockbridge Emergency Plan will be operational for the tenants at 5 Pine Street.
2. If evacuation of the entire site is warranted, the Stockbridge Emergency Management Department will go door-to-door to notify residents and will also contact the Stockbridge Housing Authority Director and/or Maintenance staff. Tenants requiring medical treatment will be evacuated to Fairview Hospital or Berkshire Medical Center. Others will be evacuated to the central site established by the town's public safety departments.
3. All apartments shall be equipped with smoke detectors and carbon monoxide detectors. The housing authority shall inspect and replace batteries in all detectors at least annually and as warranted.
4. For protection in all emergencies, an Emergency Evacuation Plan approved by the Stockbridge Emergency Management Department shall be posted in each apartment.
5. Each resident at 5 Pine Street, upon executing a lease, shall be instructed on the evacuation plan and route, and shall be required to sign a statement on a form attached herein that they "acknowledge that the Stockbridge Housing Authority has informed me that an Emergency Evacuation Plan is posted inside my apartment and has verbally explained the plan and route to me."
6. The program managed by the Berkshire Service Group for the Department of Developmental Services on Stockbridge Housing Authority property at 7 Pine Street is responsible for developing its own Emergency and Evacuation Plan.
7. Stockbridge Housing Authority maintains a list of contractors, subcontractors, and vendors who are under contract or who have established business relationships with the housing authority for maintenance and repair services. This list is maintained in the housing authority office and maintenance garage and is provided upon their request.

Approved by the Stockbridge Housing Authority Board of Commissioners 8/2/11.