

BARRINGTON YACHT CLUB HURRICANE PLAN

TABLE OF CONTENTS

SECTION I	INTRODUCTION AND SUMMARY OF PLAN
SECTION II	ACTIVATION OF HURRICANE PLAN
SECTION III	BYC SAFETY POLICY
SECTION IV	STORM POLICY AND TERMINOLOGY
SECTION V	BYC PRESEASON PREPAREDNESS
SECTION VI	CHAIN OF COMMAND
SECTION VII	RESPONSIBILITIES
SECTION VIII	STANDARD OPERATING PROCEDURES
SECTION IX	BOAT OWNERS ACTION PLAN
SECTION X	RECOMMENDED ACTIONS
SECTION XI	RECOVERY ACTIONS
APPENDIX A	HOLD HARMLESS AGREEMENT
APPENDIX B	KEY CONTACT LIST

BYC HURRICANE PREPAREDNESS PLAN

SECTION I

INTRODUCTORY

The BYC Storm Preparedness Plan is an action plan initiated by the Commodore according to pre-set storm criteria. The Plan's purpose is to prepare the Club facilities for a pending hurricane or storm, and assist Club members and staff in protecting boats and Club facilities.

The objective of the plan is to minimize damage to the Club's facilities and damage to member's boats. In many cases, protection of a member's boat is synonymous with protecting the Club's facilities. In other cases it is not and priority will be given to the protection of the Club's facility.

It is designed to be initiated 72 hours prior to the storm landing and to be completed within 48 hours. Since the club is on a peninsula with a maximum land height of approximately 13 feet above water level, a voluntary/mandatory evacuation may be necessary prior to storm landfall. This plan leaves 24 hours to do so. This 24 hour buffer allows members and staff to secure their own properties and families.

SECTION II

ACTIVATION OF PLAN

The Commodore of Barrington Yacht Club will activate the hurricane plan approximately 72 hours prior to the predicted storm landfall based on the preset criteria outlined in this plan. If the Commodore is not available, responsibility is moved to the Vice Commodore. If the Vice Commodore is not available, responsibility is moved to the Rear Commodore or the House Chairman, in succession. The General Manager has the direct on scene responsibility for the hurricane plan implementation. If the General Manager is not available, responsibility is moved to the Maintenance Manager.

SECTION III

BYC SAFETY POLICY

The overriding consideration in hurricane preparation and decision-making in the Club's Hurricane Preparedness Plan is the safety of members, employees and boat owners. Preventing damage to property is secondary to human safety.

All Club Staff and Volunteers must inform the Office Manager that they are on site and must inform the Office Manager when leaving. This will allow us to maintain the whereabouts of all person's on BYC property.

No one will go out on any dock without wearing a life jacket once the wind speed conditions exceed 45 miles per hour.

Life Jackets will be available at the Club House.

Boat handling ceases when winds reach speed of 45mph. Launch, recovering, or otherwise handling a boat is unsafe when wind speed reaches 35 mph.

No one should attempt to go out on any dock once the wind speed exceeds 50 mph. A boat owner, employee, or any other authorized person must be accompanied by at least one adult wearing a life jacket and carrying an emergency line.

All activity in marina basin will cease when winds speeds reach 55 mph.

No members are allowed to be in the Barrington Yacht Club Clubhouse or on the BYC property, including the docks, after the General Manager has directed evacuation of the premises. Any boat owner who fails to immediately evacuate is trespassing and does so at their own risk.

Under no circumstance may you ride the hurricane out on Club Property.

All requests from the Barrington Police and Fire Departments and the Barrington Harbor Master must be adhered to and any evacuation order followed.

(Town of Barrington 2004 Natural Hazards Mitigation Plan)

SECTION IV

STORM POLICY

The BYC Storm Preparedness Plan may be modified by the Commodore, Vice Commodore, Rear Commodore, House Manager, or General Manager to respond to the expected conditions. Under this plan, the first priority is to protect the Club property and take any action deemed appropriate to meet this goal. **This policy serves as notice to all boat-owning members of specific times when Club resources will not be available to individual members so that those Club resources may be used exclusively to protect Club property.**

HURRICANE TERMINOLOGY

Background

The National Hurricane Center defines the hurricane season in the Atlantic Coast as lasting from June 1st through November 30th. This means that the Barrington Yacht Clubs sailing season occurs within hurricane season.

Definitions

For coastal areas of New England, the National Weather Service issues a Storm Warning when winds of 55-73 mph are expected. A Hurricane Watch is issued when there is a threat of hurricane conditions within 24-36 hours, and a Hurricane Warning is issued for a specific coastal area when hurricane conditions are expected within 24 hours or less. Hurricane categories are as follows:

Category 1	Winds 74-95 mph	Sea tidal surge 4-6 feet
Category 2	Winds 96-110 mph	Sea tidal surge 6-8 feet
Category 3	Winds 111-130 mph	Sea tidal surge 9-12 feet
Category 4	Winds 131-155 mph	Sea tidal surge 13-18 feet
Category 5	Winds over 155 mph	Sea tidal surge over 18 feet

SECTION V

BYC PRESEASON PREPAREDNESS

During “Preseason”, prior to June 1st, when hurricane season begins each year, there is no hurricane threat. This is the time that Club Management will review the Plan and update or revise it as necessary. The entire Club grounds and marina basin will be inspected and housekeeping and maintenance will be done with storm readiness in mind.

1. Wet slip and dry storage areas inspected for any pre-hurricane season safety, maintenance and repairs.
2. Buildings and sheds should be inspected for structural integrity and perform any maintenance and/or repairs required.
3. Review and update map showing locations of all hazards, power & gas shutoffs, and any other locations of interest.
4. Develop an inventory list of all items to be removed from Club. (bar, office, kitchen)
5. Keep an adequate inventory of storm gear needed to properly secure docks and ramps.
6. Keep an adequate inventory of storm gear required to secure both the Club house and Dana Rice buildings. (plywood, rope, duct tape, tarps, etc.)
7. Maintain an adequate supply of storm gear to properly outfit staff.
8. Review Barrington Yacht Club insurance policy with regards to adequate storm coverage and policy limitations.
9. Update hurricane contact lists. (boat owners, staff, volunteers, and vendors)
10. Provide all boat owners an updated copy of the BYC Hurricane/Storm Plan.
11. Evaluate prior season and make recommendations for improving the Plan.

IN SEASON

If a storm has developed and could pose a threat to the Northeast, Club Management will continue to monitor the storm and inform the Commodore with regards to the possible threat. If the hurricane tracks toward the region, Club Management will evaluate the storm threat potential. The Commodore, thus informed, will then make the decision with regards to activating the Hurricane Plan.

SECTION VI

CHAIN OF COMMAND

COMMODORE

The Commodore has the responsibility to initiate a storm alert and to alter or upgrade the plan as conditions warrant.

See Section VIII for details

GENERAL MANAGER

The General Manager is delegated authority to direct and supervise house operations including final securing of the building, marina, pool, storage areas and fuel systems.

See Section VIII for details

MAINTENANCE MANAGER

The Maintenance Manager is delegated authority to direct and supervise the securing of all docked boats, the docks and dry storage areas, and all related equipment.

See Section VIII for details

OFFICE MANAGER

The Office Manager is delegated authority to direct and supervise the securing of all financial, historic, and other designated items deemed necessary for evacuation.

See Section VIII for details

SECTION VII

RESPONSIBILITIES

CLUB EMPLOYEES

Unless instructed otherwise by the General Manager, Club employees will answer to their appropriate supervisor listed above during hurricane response. The launch will be available for extended hours to assure all boats can be serviced; however, launch operations will cease once conditions are determined to be unsafe. (See Section III)

CLUB RESPONSIBILITY

The Club is not responsible for damage to any boat from storms or any other act of God. In the event that a boat is likely to cause bodily harm, loss of life, or damage to property: for example, on fire or sinking, the Club reserves the right to take any prudent action necessary to ensure the safety of its members, employees or property. In fact, once there is a Hurricane Warning in effect, the Club property will be locked down, and closed to all members except those designated by Club Management.

BOAT OWNERS

It is recommended that every member with a boat berthed at the Club (wet or dry) read and understand the Plan and predetermine their own plan of action to take appropriate measures to secure their boat. The management of Barrington Yacht Club strongly recommends evacuation of boats in wet slips and dry storage during times of pending hurricane landfall. The marina is not a viable sanctuary for boats of any type during a direct hurricane hit. The wet slips and dry storage racks are not designed to accommodate boats during extreme winds and/or severe storm surge.

See Section X - Recommended Actions.

See Appendix A – Hold Harmless Agreement

Visiting boats will be encouraged to leave 72 hours prior to landfall.

SECTION VIII

STANDARD OPERATING PROCEDURES

The SOP is a checklist of specific tasks and duties to be assigned and completed within the first 48 hours of the implementation of the Hurricane Plan.

COMMODORE

The Commodore will put the Hurricane Plan into effect.

GENERAL MANAGER

The General Manager or designee is delegated authority to implement the plan.

Tasks are as follows:

1. Ensure that pool furniture is removed and stored in pre-designated areas.
2. All loose objects and pieces of equipment are removed from the grounds.
3. Secure all objects on land which could float with flooding.
4. Ensure tables, benches, trash cans, etc are removed and stored.
5. Remove large signs, antennas or other removable items subject to wind damage.
6. Pool pumps are shut off, valves closed, electricity shut off.
7. Remove all awnings and dismantle tents, secure grills and portable bar.
8. Ice machines and soda machines are disconnected from electrical supply.
9. Clubhouse power, water, and gas are turned off. (notify fire department)
10. Windows and doors will be secured by means necessary to protect their integrity.
11. Food that will spoil will be removed from the property.
12. Secure and evacuate all Bar Supplies, Liquor, and POS Terminals.
13. Secure and evacuate all House Supplies, Loose Rugs, Displayed Licenses, etc.
14. Secure and evacuate all items located in Retail Storage closet.
15. Secure all STP Boats and Junior Activities Storage Area.
16. Checks that all planned tasks have been completed and not overlooked.
17. Conducts final inspection of Club and releases all employees and volunteers.
18. Verify that all employees and volunteers are accounted for.
19. The General Manager directs facility closure and evacuation.

MAINTENANCE MANAGER

Tasks are as follows:

1. Supervises contact and removal of all Group “A” & “B” boats from the property.
2. Parking, dinghy docks, and dry storage areas are cleared of all boats, trailers, and related equipment.
3. May order the securing of a docked boat or related equipment in the absence of the owner, with out liability to the Water Front Manager.
4. Secure area flags, trash cans, carts, fire extinguishers, and other loose items that can be affected by wind.
5. Create a written list of each boat remaining in the marina and mooring field.
6. Gas and diesel dispensers will be disconnected and removed from dock.
7. Secure all Barrington Yacht Club Power Fleet (launches, race, support and STP).
8. Secure Dana Rice Building including pool & snack bar.
9. Secure both dock and STP sheds with appropriate precautions.
10. Secure all floating docks and ramps.
11. Gas and Diesel Tanks tops to be strapped down to prevent contamination.
12. Secure all flammable, explosive, or other hazardous material in a protected area.
13. Relocate and secure all tools and hardware to upper floors of Dana Rice Building.
14. Confirm readiness of all marina docks and floats.

OFFICE MANAGER

Tasks are as follows:

1. Responsible for establishing & maintaining contact with all potentially affected boat owning members. (log each call)
2. Initiate proper online “Hurricane/Storm” notification.
3. Maintains a log of all employees and volunteers on Club property.
4. Secure transportation (rental van) to remove all necessary items from Club.
5. Post storm information on bulletin board in the lobby. (storm notice posting)
6. Back up computer files and print out general ledger to date.
7. Process and mail all outgoing mail, cancel any vendor deliveries.
8. Remove essential office equipment, files and records from Club House.
9. Oversee the packaging of all Trophies, Paintings, Books, and Antiques.
10. Prior to leaving, places appropriate answering machine message.

ALL STAFF & VOLUNTEERS

Tasks are as follows:

1. Will be responsible for the completion of any tasks assigned from the SOP.

SECTION IX

BOAT DESIGNATION

GROUP A: Dinghies (including small sailboats, inflatables and related equipment) on the dinghy docks as well as other boats and boats on trailers in the dry storage area or parking lot. Also, trailers without boats and other boating equipment on Club property.

GROUP B: All Club owned vessels.

GROUP C: Boats at Barrington Yacht Club Docks.

GROUP D: Boats on Town of Barrington Moorings.

BOAT OWNERS ACTION PLAN

Group "A" boat removal will begin 72 hours prior and completed 24 hours prior to landfall. Boat owners of these groups should begin removal of the boats from the Club property immediately after notification and awareness of an approaching Hurricane. Boat owners are responsible for monitoring weather forecasts and initiating this action on their own, even if they have not been directly contacted by Barrington Yacht Club Staff.

Group "A" boats will not be secured on the grass areas or parking lots, or tied to utility poles or building pilings.

Trailerable boats belonging to members must be removed from Club property.

Group "B" boats will be either be removed or secured on Club property

ALL BOATS AND EQUIPMENT IN GROUP "A" BELONGING TO MEMBERS NOT RESPONDING TO THE STORM PLAN MAY BE MOVED FROM CLUB PROPERTY BY WHATEVER MEANS NECESSARY.

Group "C" & "D" Boat owners are responsible for necessary labor, line, tools and tackle to secure or evacuate their boats.

WHEN A BOAT REMAINS AT THE BARRINGTON YACHT CLUB MARINA, THE BOAT OWNER IS LIABLE FOR ANY DAMAGE TO CLUB PROPERTY AND DOCKS, AS WELL AS TO OTHER PERSON'S BOATS OR PROPERTY, CAUSED BY THE BOAT OWNER'S VESSEL. (SEE PART 8 AND 13 OF RENTAL AGREEMENT)

SECTION X

RECOMMENDED ACTIONS

Alternate Dockage Site

Boat owner's, at their sole discretion, may move their boat from the Barrington Yacht Club docks prior to any closing of the facility for storm preparations.

Doubling the lines

It is recommended that the owner double the dock lines going one size larger for the second set of lines, and double fore and aft spring lines.

Chafing Gear

Special attention should be given to avoiding chafing which is the single most critical failure point in mooring lines. A successful chafing gear system might include ¾" three strand nylon inside a 1" thick neoprene hose.

Storm Surge Tide and Flooding

Dock and spring lines should be secured to accommodate the predicted tide surge. Dock line should not be secured directly to the pilings in a way that fails to contemplate the moving of the docks up and down the pilings.

Water Tight Integrity

Enhance the water tight integrity of your boat, both above and below the water line. Seal windows, doors and hatches with duct tape. Shut sea cocks and cap off or plug unvalved fittings such as sink drains. Assure bilge has battery backup.

Reduce Windage

Take all necessary steps to reduce windage and avoid flying objects for which the boat owner would be liable. Remove all sails including self-furling jibs and running rigging, life rings and other loose gear. Secure all radio antennas and hatches.

Stripping the Boat

Remove all legal documentation such as registration, insurance policy, rental agreement. Maintain an inventory list of both the items removed and those left on board.

Insurance

Verify that your boat is adequately insured. (See Part 8 of Rental Agreement)

SECTION XI

RECOVERY ACTIONS

Barrington Yacht Club personnel are expected to return to the Club soon as possible to begin the cleanup process and to return the marina to operating conditions. Club Management and Flag Officers will conduct the following actions:

1. Be aware of possible downed electrical wires which should be considered “HOT” and avoid these areas until power company has deemed safe.
2. Conduct a safety inspection and document damages photographically.
3. Fueling dock and tanks should be checked for leaking gasoline or diesel fuel.
4. Check for leaking natural gas in and around building.
5. Clearly mark and blockade all hazardous areas on property.
6. Evaluate docks, pilings, ramps for necessary maintenance and/or repairs.
7. Evaluate all boats in marina basin for damage, document, notify owner.
8. Inspect both dry and wet storage areas for needed maintenance and/or repairs.
9. Take reasonable measures to prevent further losses to Club property.
10. Restore offices to operation as soon as possible.
11. Report condition of Club and recommended repairs to the Commodore.
12. Determine the priorities for getting the Club back in business.
13. Prepare written report on damages and review insurance policy if necessary.
14. Contact repair and salvage companies if required.

APPENDIX A

HOLD HARMLESS AGREEMENT

The renter agrees to hold harmless Barrington Yacht Club, its officers, employees and members, for accidental damage caused when the Club takes prudent emergency action before or during a storm and for salvage works done by the Club or salvage contractors. Emergency storm preparations and salvage operations include any activity which Club management deems necessary to protect persons from injury or property from damage, other than intentional acts that clearly increase the potential for damage to the member's boat.

Section 9 of Rental Agreement:

The lessee does hereby release the Barrington Yacht Club and any and all of its officers, directors, members, and employees from any liability and/or damage to the lessee or the lessee's property, including the lessee's boat arising as a result of the lessee's occupancy and use of any slip, dock, float, or facility. The lessee assumes all risk of injury and damage to any person and property whether caused by negligence or otherwise.

APPENDIX B

KEY CONTACTS

Rhode Island Department of Environmental Management
(401) 277-2284

US Coast Guard Marine Safety Office
(401) 435-2300

Barrington Fire Department
(401) 247-1911

National Response Center (hotline)
(800) 424-8802

Town of Barrington Harbor Master
(401) 437-3930

Town of Barrington Harbor Commission
(401) 247-1900

Barrington Yacht Club
(401) 245-1181

BYC Commodore
(401) 486-4842

General Manager
(401) 263-8501 (24hrs)

Office Manager
(401) 946-6580

Maintenance Manager
(401) 245-0561