

**TOWN OF ASHFORD**

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**LETTER OF AGREEMENT**

This Letter of Agreement is by and among the Town of Ashford (Town), the U. S. Department of Energy Ohio Field Office West Valley (DOE-OH/WVDP), the New York State Energy Research and Development Authority (NYSERDA), and the West Valley Nuclear Services Company LLC (WVNS). The parties hereto agree as follows:

- The Town hereby agrees to continue operating the Alternate Emergency Operations Center (AEOC) for the West Valley Demonstration Project (WVDP) on the second floor of the Ashford Community Center (premise), a structure that was formerly the West Valley Volunteer Hose Company Station house.
- It is the understanding of all WVDP and Town representatives that the costs for operating the AEOC are at the expense of WVDP, not the Town of Ashford. It is also our understanding that the operating costs will be limited to the maintenance and upgrades of office furniture/equipment/supplies and telephone service to the AEOC and shall not exceed \$5,000.00 per year.
- The Town agrees to maintain the designated area for the AEOC in a state which is acceptable to WVDP, and in a state of readiness such that it can provide emergency operations within a reasonable period of time from notification of activation. The WVDP agrees to secure any needed specialized equipment with provision that the Town is not liable for loss, damage, or repair to such equipment.
- The Town agrees to secure the AEOC from unrestricted public access and supply two (2) premise keys to WVDP. The premise keys shall be assigned to WVNS and controlled by Security and Emergency Management.
- In support of the Town the WVDP agrees to keep office equipment, furniture, and supplies at operational readiness. All such equipment and furniture shall remain U. S. Government owned property. It is understood that the Town can use the office equipment and furniture while in a readiness mode. The Town further acknowledges that WVDP is responsible for the timely removal of AEOC office equipment and furniture if this letter is terminated.
- The Town further agrees to allow WVDP to schedule and conduct emergency response organization (ERO) training at the AEOC that will include, but not be limited to facility-orientation training, drill and exercises, necessary preventive maintenance activities, and self-assessment appraisals. The WVDP also agrees to give ten-day (10) notification to the Town prior to conducting an ERO training-related event to provide appropriate coordination and planning of activities.
- The Town agrees to provide WVDP with an opportunity to demonstrate the premise capabilities at least once a year at the AEOC. In the event of an emergency, the Town will receive immediate notification of AEOC activation.

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- WVNS agrees to familiarize the Town with the procedures used at the AEOC for emergency response, public information, and the types of Operational Emergencies which could activate the AEOC.
- The agreement shall be in effect on the last date signed below and remain effective until canceled at the request of any signatory.

Eligahuk James  
E. A. Lowes, Acting Director  
U. S. Department of Energy Ohio Field Office  
West Valley Demonstration Project

Dated: 7/14/2000

J. H. Little  
J. H. Little, Executive Vice President  
West Valley Nuclear Services Company LLC

Dated: 7/11/00

Paul Piciulo  
P. L. Piciulo, Director  
New York State Energy Research  
and Development Authority (NYSERDA)

Dated: 7/13/00

William T. King  
William T. King, Supervisor  
Town of Ashford  
West Valley

Dated: 7-19-00