



Winnepesaukee Sportsmen's Club

Emergency Action Plan

Mailing Address: PO Box 192, Moultonborough, NH 03254

Physical Address: 616 Governor Wentworth Hwy, Moultonborough, NH 03254

Plan Prepared By: WSC Emergency Action Committee

Date: May 2025

Purpose

This Emergency Action Plan is intended to ensure the safety of all members, guests, and staff during emergency situations including medical emergencies, firearm-related incidents, fires, severe weather, and other hazards.

Covered Emergencies

- Medical emergencies (gunshot wounds, heart attacks, injuries)
- Firearm incidents (accidental discharge, unsafe behavior)
- Fires (building, forest, range)
- Severe weather (lightning, high winds, flooding)
- Missing person/lost member
- Wildlife encounters
- Intruder encounter
- Hazardous material spills (fuel, solvents, ammunition components)

Emergency Contacts

- Emergency Services (Police/Fire/EMS): **911**
- Club Safety Officer: **Kim Dubuque, (603) 455-5395**
- Nearest Hospital: **Huggins Hospital, 240 S Main St, Wolfeboro, NH 03894 (603) 569-7500**
- Chief Range Officer: **Kim Dubuque, (603) 455-5395**
- Local Fire Department (non-emergency): **(603) 476-5658**
- Local Game Warden (if needed): **(603) 744-5470**
- Local Police Department (non-emergency): **(603) 476-2400**
- Club Spokesperson: 802-449-6071



Roles & Responsibilities

- Club Safety Officer:
 - Lead emergency response and ensure all safety protocols are followed
 - Maintain and inspect emergency equipment
- Range Officers:
 - Monitor behavior and enforce firearm safety rules
 - Lead range evacuations if needed
- All Members:
 - Rally Point is grassy area near gates to range
 - Follow directions promptly during emergencies
 - Report unsafe conditions or incidents immediately
 - Assemble at Rally Point at the sound of the alarm unless administering aid to the injured.
 - Assembly Alarm is 3 blasts from the horn

Medical Emergencies

- Call 911 immediately.
- Provide first aid or CPR if certified.
- Use AED located in **Rifle & Shotgun Range**, if needed. Follow voice prompts.
- Designate someone to guide EMS to the scene.
- Complete an incident report following the emergency.

Firearm Incidents

- Cease all shooting activities immediately, activate Alarm
- Secure all firearms.
- Administer aid if someone is injured.
- Notify Safety Officer and call 911 if necessary. Report incident as a “training accident”
- Assign someone to the gate to open and direct emergency personal
- Evacuate range if there’s any risk of ongoing hazard and assembly at Rally Point

Fire Emergency

- Activate fire alarm or shout “Fire!”
- Evacuate buildings or fire area calmly and quickly and assemble at Rally Point
- Use extinguishers only if trained and fire is small.
- Call 911 and provide details and assign someone to the gate.



Severe Weather

- Monitor local weather services.
- In case of lightning or high winds:
 - Cease shooting and outdoor activities.
 - Seek shelter in clubhouse or vehicles.
- In case of flooding:
 - Evacuate low-lying areas.
 - Do not drive through water-covered roads.

Missing Person

- Notify Club Safety Officer.
- Organize a search party of at least two people.
- Notify authorities if person is not found within 30 minutes or sooner if medical condition is known
- Document details of search.

Wildlife Encounters

- Avoid confrontation or feeding wild animals.
- Back away slowly.
- If animal poses a danger, call 911 or local wildlife authorities.
- Report sightings to club management.

Unauthorized Persons

Do not physically engage

Inform them of private club status and escort to front of Club House

Inform them of the liability issue and of the Web Site for information to join

If necessary Contact Local Police non-emergency number, unless they are being confrontational then 911



Emergency Equipment Locations

- First Aid Kits: **Club House, Pistol Range, Rifle & Shotgun Range**
- AED: **Rifle & Shotgun Range**
- Fire Extinguishers: **Club House, Pistol Range, Rifle & Shotgun Range, Shed #2**
- Emergency Evacuation Map: Posted at **Club House, Pistol Range, Rifle & Shotgun Range**

Training & Drills

- Safety orientations for all new members and guests.
- CPR/First Aid certification encouraged for staff and key volunteers Bi-Annually

Plan Review & Maintenance

- Reviewed annually and after any significant incident.
- Updates made by the Safety Committee and approved by the Board.