

HURRICANE DISASTER SUPPLY KIT

- ❑ Canned goods and nonperishable foods that do not need cooking:
 - Canned meats and fish
 - Canned fruits and vegetables
 - Canned soups and puddings
 - Canned fruit juices
 - Dried fruit and nuts
 - Bread, cookies and crackers
 - Peanut butter and jelly
 - Coffee and tea
- ❑ Manual can opener
- ❑ Bottled water (1 gallon per person/per day)
- ❑ Prescription medication (2 week supply)
- ❑ Extra eyeglasses
- ❑ Pet food/supplies
- ❑ Water purification tablets (halazone)
- ❑ Disposable plates, cups, and utensils
- ❑ Infant care items:
 - Disposable diapers
 - Baby wipes
 - Baby food
 - Formula
- ❑ First aid supplies
- ❑ Masking and duct tape
- ❑ Flashlight or lantern, with extra batteries
- ❑ Battery operated radio, with extra batteries
- ❑ Watch or battery operated clock
- ❑ Ice chest
- ❑ Matches
- ❑ Canned heat (sterno)
- ❑ Portable outdoor camping stove or grill with fuel supply
- ❑ A certain amount of cash
- ❑ Important documents (Such as wills, deeds, prescriptions, passports, birth certificates, health record, proof of address, Social Security number)
- ❑ Plastic trash bags
- ❑ Plastic sheeting or tarp
- ❑ Chlorinated bleach
- ❑ Personal hygiene items
- ❑ Other useful items:
 - Work gloves
 - Sun lotion
 - Insect repellent
 - Hammer
 - Screwdriver

- Pliers
- Wrenches
- Handsaw
- Razor knife
- Ax or chainsaw
- Rope caulking
- Nails and screws
- Rope and wire
- Broom, mop and bucket
- All-purpose cleaner
- Ladder
- Sandbags
- Portable generator
- Tree pruner
- Shovel, rake and wheelbarrow
- Sheets of plywood

FAMILY EMERGENCY COMMUNICATIONS PLAN

Develop a Family Emergency Communications Plan in case family members are separated from one another during an emergency (a real possibility during the day when adults are at work and children are at school, camp or at a friend's house). This plan should also address reunification after the immediate crisis passes.

- Ask an out-of-state relative or friend to serve as the Family Emergency Communications Plan contact person. During and immediately after a disaster occurs, it is often easier to access a long distance telephone number than a local one. Also, calling outside a disaster area is usually easier than calling into the same area.
- Make sure everyone knows the name, address and telephone number of the Family Emergency Communications Plan contact person.
- Designate two meeting areas for family members – one within your community (your primary location), and one outside of your community (your alternate location). Sometimes an emergency could impact your neighborhood or small section of the community, so a second location outside of your community would be more accessible to all family members.
- Be familiar with the Emergency Plans at your children's school and camp, as well as your place of business.

A Family Emergency Communications Plan can help reassure everyone's safety and minimize the stress associated with emergencies

HOW TO PROTECT YOUR PROPERTY:

- Learn the particular hurricane risks for your area. Find out if your home is subject to or inland flooding by contacting your local Emergency Management Director.

- Make a record of your personal property. Keep an itemized list of your furniture, clothing and valuables to assist adjusters in case of a claim. Back it up with photographs or video.
- Protect your insurance policies and other important documents in a secure place like a safe deposit box or a watertight box. Many people back up important documents online.
- Keep trees and shrubbery around your home trimmed. Remove diseased or damaged tree limbs that could be blown down, causing damage, during a storm.
- Clear clogged rain gutters. Hurricanes/tropical storms often bring torrential rain. Providing clear drainage will help prevent misdirected flooding.
- Make sure storage sheds, children's playhouses or other outbuildings are securely anchored, either to a permanent foundation or with straps and ground anchors.
- Make temporary plywood covers to protect windows and sliding doors. Drill holes for screws or lag bolts in each cover and around each window. To save time, use a numbering or lettering system that shows which cover goes with which window. Store the mounting screws or lag bolts with the covers in a place where they are readily accessible. Note: Taping of windows does not prevent them from breaking.
- Make a list of outdoor items to bring inside in case of a storm, such as lawn furniture, trash barrels, hanging plants, toys and awnings. A list will help you more quickly identify anything that can be broken or picked up by strong winds and used as a missile.
- Learn where gas pilots and water mains are located and how to safely shut off all utilities.
- Lock doors and windows to ensure that they are closed tight to help protect against strong winds and rain.
- Buy Flood Insurance. Unlike damage from hurricane winds, water damage from coastal or inland flooding is not covered by homeowners insurance. Contact your local insurance agent or contact the National Flood Insurance Program (NFIP) at www.floodsmart.gov or call (888) 379-9531.

SHELTER-IN-PLACE STEPS FOR AN IMPENDING AND/OR LANDFALL HURRICANE

- If instructed, you should immediately go indoors.
- Close and lock all doors and windows. Locking is preferred since it generally ensures that the door or window is shut tight.
- Close drapes, blinds and window shades.
- Protect windows with pre-drilled plywood sheets.
- Go to a room in the center of your home with the fewest windows and doors.
- It is ideal to have a hard-wired telephone in the room you select. Cellular telephone equipment may be overwhelmed during an emergency.
- Do not call your local fire or police departments (9-1-1) for information. Emergency workers will need their lines open for emergency use. Call your local Emergency Management Office or Mass2-1-1, which is available 24/7 to respond to your questions.
- Take your Family Disaster Kit to that location.
- Keep pets indoors. Make sure you have additional food and water supplies for them.
- If you have livestock, shelter them, also. Provide them with stored feed and water.
- Continue to monitor your Media for official messages and instructions.
- Continually monitor the Media for updates and warnings.

- Stay inside until officials say otherwise.
- If you are in your vehicle and are advised to ‘Shelter-in-Place’, and are very close to home, your office or a public building, go there immediately.

EVACUATION STEPS FOR A HURRICANE:

Being Alerted

- State or local Public Safety officials may alert you by one or several methods. (Reverse 9-1-1, Local Access Cable Stations: Verizon 37 / Charter 12, Residential Route Alerting, which dispatches Public Safety vehicles traveling through neighborhoods announcing messages with Public Address systems or literally ‘knocking on doors’)
- National Oceanic & Atmospheric Administration (NOAA) Weather Alert Radio.
- News Media.

Planning for Evacuation

- Learn proposed evacuation routes and locations of potential public shelters.
- If you do not have personal transportation, make plans with friends or your local government.
- Develop a Family Communications Plan.
- Make a plan with family members for a destination if you have to leave your community. (In your planning, consider different scales of evacuation, i.e.: neighborhood, community, county, etc.)
- Assemble a Disaster Supply Kit.
- Keep your car fueled if evacuation seems likely. Gas stations may be closed during an emergency, run out of fuel, or be unable to pump gas during power outages.
- Pre-drill plywood to be able to quickly board up windows.
- Know how to safely shut off your home’s electricity, gas and water supplies at main switches and valves.

What to do if asked/told to evacuate

- Gather all persons in the house together.
- Elevate valuable items to higher points within your home.
- Move all loose outdoor items, which could become missiles, indoors. (lawn furniture, hanging plants, trashcans, awnings, toys, etc).
- Household members outside the area may be advised not to return during an evacuation. They may be directed to a reception center or mass care shelter where you can join them.
- Do not call your local fire or police departments (9-1-1) for information. Emergency workers will need their lines open for emergency use. If you need special help, call your local Emergency Management Office or Mass2-1-1, which is available 24/7 to respond to your questions.
- Monitor the Media.
- Turn off lights and unnecessary appliances.
- Close and lock windows and doors.
- Check with neighbors to see if they need assistance. Offer to share transportation.
- Let others know where you are going.

- If you need a ride, try to get one with neighbors or contact your local Emergency Management Office.

How to travel

- Keep the car radio tuned to an Emergency Alert System (EAS) stations
- Be aware of and follow designated evacuation routes.
- Southborough will coordinate and follow mass-evacuation guidance/directions set forth and managed by the State

What to take with you

Think of essential items. You may be away from home for a few hours to a few days.

- Clothing for several days.
- Toilet articles (Soap, toothbrush, toothpaste, shampoo, etc.)
- Prescription medicines, medical equipment and important medical records.
- Special dietary foods.
- Baby supplies.
- Blankets, pillows, and towels (particularly if you plan on staying at a public mass care shelter).
- Identification and important papers.
- Checkbook, credit card and cash.

About your pets

- Only seeing-eye dogs and other service animals will be allowed inside most reception centers and mass care shelters, although in many communities, SMART (The State of Massachusetts Animal Response Team) may be able to assist at these facilities with animal sheltering accommodations.
- Make plans ahead of time to take your pet to stay at relatives, friends or a kennel outside the affected area.
- Learn of pet-friendly hotels and motels in the area.
- Prepare an emergency kit for your pets; include collars & leashes, a 3-5 day supply of food and water, a manual can opener, bowls, litter boxes, photographs of you with your pet, and a week's supply of medications that your pet may be taking, including instructions (in case you and your pet are separated).
- Make sure your pets wear collars with current license and rabies tags, and identification tags that include information on where you will be staying during the emergency.
- Use a pet carrier for each of your pets to make transportation easier.
- Remember: "If you go, they go!"

AFTER THE STORM/HURRICANE STEPS & DANGERS:

- If you have been evacuated, do not return to your home until you have been directed to do so by state or local officials.
- Keep tuned to local Media for information about such things as caring for your household, where to find medical help, and applying for financial assistance.

- Do not become a spectator. Unnecessary travel into the most impacted areas could hinder the efforts of Public Safety officials.
- Drive only when and where necessary. Streets may be filled with debris or flooded. Closed roads are for your protection, in that they may be weakened and could collapse.
- Upon returning, do not turn on any electronic equipment until the electricity has been safely restored.
- Be sure to check all electronic equipment for water damage. If you are uncertain, throw them away. It is better to be safe than risk electrocution.
- Watch for loose or dangling powerlines. Assume any downed wire is a live wire. Be careful when clearing fallen trees with a chainsaw.
- If there is structural damage to your home or downed trees in the yard, use care.
- Open doors and windows to ventilate you home.
- Limit your use of the telephone, utilizing it only for emergency calls.
- Use bottled water until local officials have determined the safety of the water supply.
- Guard against spoiled food. If the power was disrupted, food in the refrigerator may have spoiled. Freezers can keep food for several days if unopened.
- Do not refreeze food once it begins to thaw.
- Use generators outdoors, in well ventilated area.
- If there is property damage, contact your insurance agent as soon as possible.
- Take photographs or video of damage. Keep a detailed record of cleanup costs.
- Do not turn your yard into a dump. Have debris hauled away before it causes additional health hazards.
- Yards that have been contaminated by flooded sewage systems should be disinfected by a liberal application of lime. Children and animals should be kept away from limed areas until the lime is no longer visible.
- If your home, apartment or business has suffered damage, call your insurance company or agent who handles your flood insurance right away to file a claim. The Federal Emergency Management Agency (FEMA) administers the National Flood Insurance Plan (NFIP) through the Federal Insurance Administration (FIA). The NFIP makes flood insurance available in communities that adopt and enforce ordinances to reduce flood damage.
- Be a good neighbor. Make sure those around you are safe and have the help that they need.
- Be prepared for a rough time. Recovering from a hurricane is a big job. It is taxing on the body and spirit. The after-effects of this type of disaster on you and your family may last a long time. Consult a health professional on how to recognize and care for anxiety, stress and fatigue.
- Be patient, for there are probably many others with serious damage, as well.

PREPAREDNESS INFORMATION:

- **Massachusetts Emergency Management Agency:**
<http://www.mass.gov/?pageID=eopsagencylanding&L=3&L0=Home&L1=Public+Safety+Agencies&L2=Massachusetts+Emergency+Management+Agency&sid=Eeops>
- **Center for Disease and Control:**
<https://www.emergency.cdc.gov/disasters/hurricanes/index.asp>
- **Ready.gov**

- **National Hurricane Center:** <http://www.nhc.noaa.gov/>
- ***Southborough Emergency Management Agency:***
Neal Aspesi: 508-485-3235 / npa1352@hotmail.com