

SOUTH WACHUSETT REGIONAL
EMERGENCY PLANNING COMMITTEE
AND
TOWN OF STERLING
MASSACHUSETTS
FIRE DEPARTMENT &
EMERGENCY MANAGEMENT

DISASTER PREPAREDNESS GUIDE



**STERLING EMERGENCY
MANAGEMENT**

Postal Patron
Sterling, MA 01564

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Table of Contents

Emergency Telephone Numbers	1
Emergency Alert Notifications	2
Emergency Contact Information	3
Shelter Information	4
Supplies (Evacuate)	6
Supplies (Shelter in Place).....	7
Emergency Supply List	8
What is Mass 2-1-1	9
Family Communications Plan	9
Helpful Emergency Preparedness Web Links	9
Evacuation Assistance/Special Needs Registration	11

Dear Resident,

This booklet has been prepared for your use through a cooperative effort with the South Wachusett Regional Emergency Planning Committee, of which Sterling is a founding member.

We have made every effort to assure the accuracy of the information contained and sincerely hope that you find it useful.

As always, please do not hesitate to call (978) 422-6633 if you have any questions.

Chief David C. Hurlbut, Jr.
Sterling Fire Department /
Sterling Emergency Management Director

**FAMILY HAS EVACUATED
THE HOME**

Emergency Contacts

Name: _____ Phone: _____

Name: _____ Phone: _____

Prearranged: Hospital Nursing Home ALF

Name: _____ Phone: _____

Doctor's Name: _____ Phone: _____

By signing this form I give my authorization for the medical information contained herein to be released to the local health department, emergency management, local fire department and receiving facilities for the purpose of evaluating my needs and providing emergency transportation and sheltering. The information contained here will be kept confidential.

Signature: _____ Date: _____

Official use only

Transport to:

General Shelter Special Needs Shelter Other

Type of Transport:

Own vehicle Van/Bus Wheelchair only Stretcher
 Ambulance

Fire Dist: _____ Grid: _____ Evac Level: _____

Shelter Code: _____ Shelter Name: _____

Complete both sides of this form, tear out and return it to:

**Sterling Fire Department
5 Main Street
PO Box 21
Sterling, MA 01564**

EMERGENCY TELEPHONE NUMBERS

Emergency Fire / Ambulance911

Emergency Police.....911

Non-Emergency Fire 978-422-6633

Non-Emergency Police/Dispatch..... 978-422-7331

Emergency Management 978-422-6633

Highway Department..... 978-422-6767

HOSPITALS

UMass University Campus, Worcester... 508-334-1000

UMass Memorial Hospital, Worcester 508-334-1000

Clinton Hospital, Clinton MA..... 978-368-3000

St Vincent Hospital, Worcester..... 508-363-5000

Health Alliance Hospital, Leominster 978-466-2000

UTILITIES

Sterling Municipal Light Department..... 978-422-8267

Verizon - Residential 508-555-1611

Verizon - Business..... 508-555-1515

Sterling Water Department..... 978-422-6767

MAKE SURE WE CAN FIND YOU

In an emergency, time can be a very important factor for survival. Should you need any emergency services at YOUR residence, make sure you have a street number clearly visible to responders – day or night! See www.sterlingfd.net for more information.

EMERGENCY ALERT NOTIFICATIONS

Town and City Web Sites:

Sterling www.Sterling-MA.gov

Local Media References

WTAG580 AM 94.9 FM

WRKO.....680 AM

WORC.....1310 AM

WBZ.....1030AM

WSRS.....96.0 FM

Local Cable Access (SLCTV) . TV Channel 8 & 10

Be sure to have a battery-operated radio or hand crank radio for use in an emergency. You can also use your car radio. *(Run your vehicle outside, not in a garage.)*

REVERSE 911 CALLS WILL BE PLACED

During major emergencies, a computer generated message will be sent out through the reverse 911 system. When power is out, a phone must be plugged directly into the jack for Reverse 911 to work. It must not go through an answering machine.

EMERGENCY DISPENSING SITE

As part of the town's emergency plan, the Chocksett/Houghton School is designated as the site for citizens to receive mass vaccinations or medications as determined by the nature of a public health concern.

Sterling Evacuation Assistance Special Needs Registration

Last Name: _____ First Name: _____

DOB: ___/___/___ Sex: ___M ___F

Street: _____ Apt/Lot # _____

City: _____ Zip: _____

House Phone: _____ Cell Phone: _____

I REQUIRE TRANSPORTATION ASSISTANCE YES NO

LIVING SITUATION: ALONE RELATIVE OTHER

SINGLE FAMILY MOBILE HOME

APT/CONDO, COMPLEX NAME: _____

CARE TAKER: _____

HOSPICE, TEAM: _____

HOME HEALTH: _____

DO YOU HAVE A PET? YES NO

Arrangements for pet completed YES NO

SPECIAL NEED (CHECK ALL THAT APPLY)

Questions? Call Emergency Management 978-422-6633.

- | | |
|--|--|
| <input type="checkbox"/> None | <input type="checkbox"/> Kidney Disease |
| <input type="checkbox"/> Dialysis, where _____ | <input type="checkbox"/> Geri Chair |
| <input type="checkbox"/> Diabetes/Insulin Dependent | <input type="checkbox"/> High Blood Pressure |
| <input type="checkbox"/> Walker/Cane | <input type="checkbox"/> Heart Disease |
| <input type="checkbox"/> Stroke Treatment | <input type="checkbox"/> Sight Impaired |
| <input type="checkbox"/> Hearing Impaired | <input type="checkbox"/> Memory Impaired |
| <input type="checkbox"/> Mental Health Impaired | <input type="checkbox"/> Breathing |
| <input type="checkbox"/> Emphysema | <input type="checkbox"/> Cancer |
| <input type="checkbox"/> Bed-ridden | <input type="checkbox"/> Incontinence |
| <input type="checkbox"/> Feeding Tube | <input type="checkbox"/> Ventilator |
| <input type="checkbox"/> Electricity dependent Why _____ | <input type="checkbox"/> Service Dog |
| <input type="checkbox"/> Oxygen _____LPM | <input type="checkbox"/> Wheelchair user |
| <input type="checkbox"/> Other _____ | |

**FAMILY MEMBERS
HOME AND
NEED ASSISTANCE**

EMERGENCY CONTACT INFORMATION

- Make sure to have a plan ready before a disaster happens
- Keep your family contact information readily available.
- Make sure family members who are your emergency contacts are aware of your plan

CONTACTS	NAME	NUMBER
Local Emergency Contact (neighbor, closest family)		
Out of Town Emergency Contact		
Preferred Hospital		
Family Doctor		
Pediatrician		
Poison Control Center		1-800-222-1222
Pharmacy		
Employer Contact & Emergency Information		
School Contact and Emergency Information		
Religious Organization Contact		
Veterinarian		
Medical equipment supply information (<i>oxygen etc.</i>)		
LOCATION OF HOUSE SHUT-OFFS		
Water		
Gas		
Electric		
Oil Burner Shutoff		

SHELTER INFORMATION (Human)

If a shelter is to be opened during a disaster or other emergency, the Town of Sterling has identified two shelter locations; Chocksett Middle School and the First Church of Sterling.

When a shelter is opened, notification will be provided over the identified radio stations and via a Reverse 911 call.

When a shelter is opened, it is for Sterling residents who, depending upon the nature of the disaster, will be housed and fed and be assessed for additional services that may be required. A generator powers the shelter, therefore electrical outlets and water will be available to residents who need to charge a cell phone, fill water jugs, or get information.

Whether you decide to stay in your home or evacuate, the following procedure will assist public safety personnel at the time of a crisis. You can use the colored pages in this booklet.

FAMILY MEMBERS ARE HOME AND ALL OK	GREEN CARD IN A STREET-FACING WINDOW
FAMILY MEMBERS HOME AND NEED ASSISTANCE	RED CARD IN A STREET-FACING WINDOW
FAMILY HAS EVACUATED THE HOME	YELLOW CARD IN A STREET-FACING WINDOW AS YOU EVACUATE, IF TIME ALLOWS

EMERGENCY ANIMAL SHELTER

We are currently working on a local plan for an emergency shelter for animals with CMDART. For more information check out their website a www.cmdart.org

DO YOU HAVE A FAMILY EMERGENCY COMMUNICATIONS PLAN?

Develop a 'Family Emergency Communication Plan' in case family members are separated from one another during an emergency, such as a winter storm, hurricane, or any unexpected event (a real possibility during the day when adults are at work and children are at school), and have a plan for getting back together.

Ask an out-of-state relative or friend to serve as the 'family contact'. After a disaster, it is often easier to call long distance.

Make sure everyone knows the name, address and telephone number of the contact person

WHAT IS MASS 2-1-1

MEMA and the Council of Massachusetts United Ways continue to promote Mass 2-1-1 as the Commonwealth's primary telephone information call center during times of emergency. This easy to remember 2-1-1 telephone number will be utilized as a 24/7 resource for human service and Public Safety response planning agencies. It was designed to reduce the number of non-emergency calls made to 9-1-1

HELPFUL EMERGENCY PREPAREDNESS WEB LINKS

The American Red Cross	www.redcross.org
Ready America	www.ready.gov
MA Emergency Mgmt Agency	www.mass.gov/mema
Federal Emergency Mgmt. Agency	www.FEMA.org
Sterling Fire Department	www.sterlingfd.net
Town of Sterling Web Site	www.sterling-ma.gov
Mass 211 Web Site	www.mass211.org

SUPPLIES IF YOU LEAVE HOME (EVACUATE)

Sometimes you must leave your home. Every household should pack a Go Bag - a collection of items you may need in the event of an evacuation. A Go Bag should be packed in a sturdy, easy-to-carry container such as a backpack or suitcase on wheels. A Go Bag should be easily accessible if you have to leave your home in a hurry. Make sure it is ready to go at all times of the year.

- **Copies of your important documents in a waterproof and portable container (insurance cards, photo IDs, proof of address, etc.)**
- **Extra set of car and house keys.**
- **Credit and ATM cards and cash, especially in small denominations. We recommend you keep at least \$50-\$100 on hand.**
- **Bottled water and non-perishable food such as energy or granola bars.**
- **Flashlight with extra batteries**
- **Battery-operated AM/FM radio and extra batteries.**
- **Keep a list of the medications and prescription numbers each member of your household takes, why they take them, and their dosages.**
- **Medication and other essential personal items. If you store extra medication in your Go Bag, be sure to refill it before it expires.**
- **First-aid kit**
- **Contact and meeting place information for your household, and a small regional map.**
- **Child care supplies or other special care items.**
- **Warm clothing; coats, mittens and hats.**

SUPPLIES IF YOU STAY AT HOME (SHELTER IN PLACE)

If you have to stay at home or "Shelter in place", keep enough supplies in your home to survive on your own, for at least three days. If possible, keep these materials in an easily accessible, separate container or special cupboard. You should indicate to your household members that these supplies are for emergencies only. Check expiration dates of food and update your kits when you change your clock during daylight-saving times.

- **One gallon of drinking water per person per day**
- **Non-perishable, ready-to-eat canned foods and manual can opener**
- **First-aid kit**
- **Flashlight w/extra batteries**
- **Battery-operated AM/FM radio and extra batteries (or wind-up radios that do not require batteries)**
- **Whistle**
- **Iodine tablets or one quart of unscented bleach (for disinfecting water ONLY if directed to do so by health officials) and eyedropper (for adding bleach to water)**
- **Personal hygiene items: soap, feminine hygiene products, toothbrush and toothpaste, etc.**
- **Phone that does not rely on electricity**
- **Child care supplies or other special care items**

EMERGENCY SUPPLY LIST FOR A POTENTIAL DISASTER

Home Supply Recommendations

- Extra batteries
- Money (cash) on hand as credit cards may be unusable
- Medications for at least 2 weeks
- Toilet paper, feminine hygiene products, paper towels
- Clean blankets
- Plastic bags for waste
- Food for pets
- Reading materials and simple games
- Expect power outages and lack of gasoline, if generator in use, monitor for carbon monoxide fumes
- For families with newborns or expecting, 2 weeks supply of baby formula, food and diapers.
- At time of notification of disaster, fill tub, sink and several containers with water to flush toilets in the event water supplies are interrupted.

This is a minimum list of supplies that should be considered in the event of a possible natural disaster.

