



Town of Farmington, Connecticut

# Home Guide To Emergency Preparedness

## Preparing a Plan for Emergency Events

Dear Farmington resident:

Every citizen of Farmington should understand what to do if an emergency event occurs in their community. Your safety will depend on being alert, knowing what to do, when to stay in your home and when to go to a shelter, what to do with your family pet, and how to get up-to-date information on the emergency.

There are many emergencies that can impact Farmington. The most common are winter storms, power outages, flooding and hazardous materials incidents. Every emergency including very serious ones, such as terrorist acts and plane crashes, involve the same basic planning for your protection. This Emergency Operations Guide for the community provides information on what actions will be taken by town officials to ensure your safety.

If you have any questions, we can be reached at the numbers and email addresses provided below.

Sincerely,

Paul J. Melanson  
Chief of Police  
Director of Emergency Management  
Phone: 675-2400  
Email: [melansonp@farmington-ct](mailto:melansonp@farmington-ct)

Mary-Ellen Harper  
Director of Fire & Rescue Services  
Asst. Dir. Of Emergency Mgmt.  
Phone: 675-2322  
Email: [harperm@farmington-ct.org](mailto:harperm@farmington-ct.org)



## Important Telephone Numbers

**Emergencies:**  
911

**Police routine:**  
675-2400

**Fire routine:**  
675-2400

**Shelter locations:**  
675-2400

**Homelessness, fuel assistance, emergency food:**  
675-2390

**Power outages:**  
947-2000

**Public Works:**  
675-2550

**Unionville Water Co:**  
673-0079

**Valley Water:**  
747-8000

**MDC:**  
247-6487

**Farmington Valley Health District:**  
676-1953

## Farmington's Emergency Operations Plan

In the event of a town-wide emergency, police, fire and emergency medical personnel will be recalled to duty to provide for your protection. Also, public health, hospitals, emergency planners, public works, transportation, schools and volunteer organizations will be mobilized to carry out their missions.

You will be advised of the nature of the emergency and the steps you will need to take to ensure your safety. This information would be broadcast over radio stations WTIC-AM (1080 AM) and WTIC-FM (96.5 FM) as well as cable television channels 5 (Nutmeg Community Television) and 21 (Nutmeg Government & Education).

If evacuation is ordered, you will be advised where to go and what to bring. In many cases, sheltering in place (your home or place of employment) will be the safest method. Consider going to a friend's or relative's house before going to a shelter. Persons with severe medical conditions are advised to shelter in place, if possible. Farmington High School is used as our primary shelter as well as Irving A. Robbins Middle School and St. James Episcopal Church as needed. Shut off water and electricity before leaving your home, if instructed to do so. Leave natural gas on, unless otherwise advised. Lock your home. Take your pets, your disaster supply kit and use travel routes specified by local authorities.

### Creating your own plan

- Create an emergency communication plan. Choose an out-of-town contact your family will call or email to check on each other.

- Establish a meeting place. Having a known meeting place away from your home will save time and confusion should your home be affected or the area evacuated.
- Assemble your disaster supply kit and keep it with you (see Emergency Preparedness Kit below).
- Keep your family vehicle full of fuel.

## Preparing Your Home for an Emergency

Planning for any emergency requires considering all likely scenarios that could result when things that you rely on daily, like electricity, water, heat, air conditioning, telephone service and transportation, are disrupted or lost for a considerable amount of time. Consequently, you should plan on having food, water and other essentials to get you through the emergency. Most emergency management planners suggest having enough supplies to last you and your family for three-to-five days for weather-related events. However, many things may impact your decision, including storage space, special needs, number of people in the household and available resources.

## Your Emergency Preparedness Kit

The seven basic items that should be stored in your home are water, food, first-aid supplies, clothing and bedding, tools, emergency supplies, medications and specialty items. Keep a sufficient supply of daily medications. Keep the items that you would most likely need at home in one easy-to-carry container such as a trash can, camping backpack or duffel bag. Store it in a convenient place and put a smaller version in your car. Keep items in airtight plastic bags. Remember to change the stored water and rotate the food supplies every six months (place dates on containers).



Check the supplies and re-think your needs every year. Consult your physician or pharmacist about storing prescription medications, and maintain a list of your prescription needs.

### Water

Store water in plastic containers or purchase bottled water, avoiding containers that will decompose or break, such as glass bottles. Plan for one gallon of water per person per day. Water should be stored in a cool, dark place with the date labeled on the container. Do not store tap water.

### Food

Store a supply of three-to-five days worth of nonperishable food per person. Foods should require no refrigeration, preparation or cooking and little or no water. Examples include: ready-to-eat canned meats, fruits and vegetables; canned or boxed juices, milk and soup; condiments such as sugar, salt and pepper; high-energy food like peanut butter, jelly, low-sodium crackers, granola bars and trail mix; vitamins; foods for infants or persons on special diets; cookies, hard candy, instant coffee and sweetened cereals. Bulk food items such as wheat, powdered milk, corn and soy-beans can be stored for long periods of time.

### First-Aid Kit

Assemble a first-aid kit for your home and each vehicle. Items should include sterile adhesive bandages in assorted sizes, gauze pads, hypoallergenic adhesive tape, triangular bandages, sterile roller bandages, scissors, tweezers, needle, moistened towelettes, antiseptic, thermometer, tongue blades, tube of petroleum jelly or other lubricant, safety pins, cleansing soap, latex gloves and sunscreen. Also, aspirin, anti-diarrhea medication, Syrup of Ipecac, activated charcoal (for poisoning) and laxatives.

### Tools and Supplies

Keep the following items handy for all-around use: extra batteries of assorted sizes (check shelf life before purchasing), mess kits or paper cups, plates and plastic utensils, battery-operated radio, flashlight, carbon monoxide and smoke detectors, cash (include change) and/or traveler's checks, non-electric can opener and utility knife, small ABC fire extinguisher, tube tent, pliers, compass, water-proof matches, plastic storage containers, signal flares, paper and pencil, needles and thread, medicine dropper, shut-off wrench for house gas and water, whistle, plastic sheeting and local map. For sanitation, pack toilet paper, soap and liquid detergent, feminine supplies, plastic garbage bags with ties, a plastic bucket and lid, disinfectant and household chlorine bleach.

### Clothing and Bedding

Assemble one or two complete changes of clothing per person, sturdy shoes or work boots, rain gear, blankets or sleeping bags, hat and gloves, thermal underwear and sunglasses. Wear clothing that will protect you even in warm weather.

### Specialty Items

- Babies - formula, diapers, bottles, powdered milk and medication
- Adults - medications, prescriptions, denture needs, eye glasses and/or contact lenses, and related supplies
- Entertainment - games, books and several quiet toys for children
- Important Family Documents - wills, insurance policies, contracts, deeds, passports, stocks and bonds, immunization records, important phone numbers, credit card accounts, social security cards and other personal family records.

### Shelter Locations

To find out if the town has activated its shelters, call 675-2400.

If prolonged power outages warrant the opening of shelters, they would be most likely located at:

#### Small emergencies:

- Farmington Fire Department  
76 Main Street.
- East Farms Fire Department  
94 South Road
- Tunxis Hose Fire Department  
11 School St., UNVL

#### Large disasters:

- Farmington High School,  
10 Monteith Drive
- Irving A. Robbins Middle School  
20 Wolfpit Road
- St. James Episcopal Church  
3 Mountain Road

## Public Emergency Shelters

When conditions warrant, Farmington's Emergency Management Team may establish community-based shelters where residents can seek refuge, as well as to sleep and eat. The three Fire Departments would be used for small emergencies and Farmington High, Irving A. Robbins Middle School and St. James Episcopal Church would be used in large disasters. Call 675-2400 to check. The Department of Community & Recreational Services, assisted by the Farmington Police Crisis Support Team and the Connecticut chapter of the American Red Cross, staffs and operates the shelters. Persons needing a shelter are asked to bring a change of clothing, bathing and sanitary supplies, pre-filled prescription and other medical needs, denture and eye care materials, and special dietary supplies or requirements. With the exception of guide dogs, pets are not permitted in the shelters. Consider going to a friend's or relative's house before going to a shelter.

## What To Do When Electrical Power is Lost

Disruption of electrical service can occur as a result of many things, including lightning, high winds, ice and heavy snow, and equipment failure. For the most part, service is normally restored within a short period. However, major power outages can happen for extended periods from time to time. When power is lost, you should:

- **Check to see if your neighbors have power.** It may be only in your home, a blown fuse or a tripped circuit. If your neighbors are also without service, call Northeast Utilities at 947-2000. If you must go outside to assess the situation, take a flashlight and watch for downed power lines that could still be energized. If downed lines are located, don't go near them or touch anything that they may be in contact with. Report downed power lines

immediately.

- **Turn off all major appliances.** Leave just a couple of light switches on in the home and the front porch light. When major appliances (refrigerators, electric water heaters, air conditioners and pumps) are left on, they could overload electric lines when power is restored causing a second outage.
- **Keep refrigerators and freezers closed.** Food can be kept cold enough for a day or two, if the doors are kept closed. During the winter, you may be able to store some items outside in a proper container. If temperatures are below freezing, it's possible to freeze water outside in containers and place them inside your refrigerator to help keep food cold. Try to consume perishable foods first. Some partially frozen foods can be refrozen as long as they contain ice crystals or are no warmer than 40° Fahrenheit. Consider purchasing a thermometer for both the refrigerator and freezer. Don't refreeze seafood, poultry, ice cream, cream sauces or anything susceptible to spoilage. When in doubt, throw it out.

### Web Sites

Town of Farmington  
[www.farmington-ct.org](http://www.farmington-ct.org)

Northeast Utilities  
[www.nu.com](http://www.nu.com)

Connecticut  
Natural Gas  
[www.cngcorp.com](http://www.cngcorp.com)

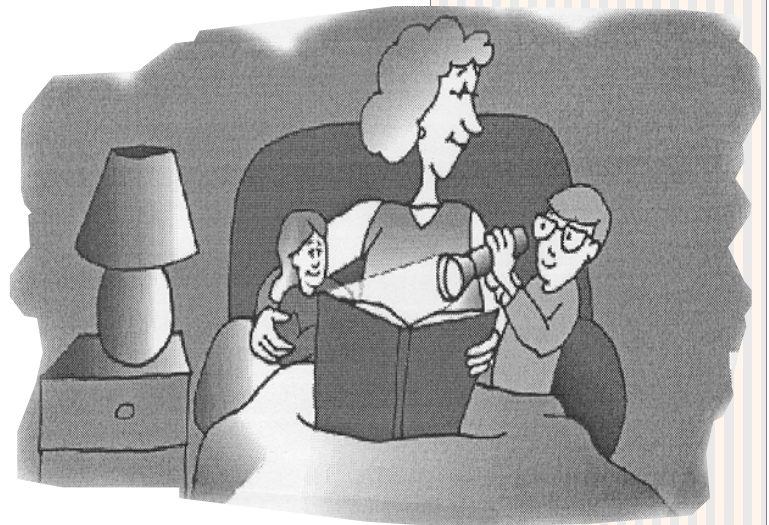
The Metropolitan  
District  
[www.themdc.com](http://www.themdc.com)

AT&T  
[www.att.sbc.com](http://www.att.sbc.com)

State of Connecticut  
Department of Emer-  
gency Management &  
Homeland Security  
[www.ct.gov/demhs](http://www.ct.gov/demhs)

American Red Cross  
[www.ctredcross.org](http://www.ctredcross.org)

Federal Emergency  
Management  
Association  
[www.fema.gov](http://www.fema.gov)





During times of prolonged outages, your power company may provide dry ice at a designated location; bring an ice cooler or suitable container to transport it back home. As a rule of thumb, 25 pounds of dry ice will keep a 10-cubic-foot freezer at the proper temperature (32° F) for three to four days.

- **Use flashlights or battery-operated lanterns** to illuminate your home. Candles and kerosene lanterns are not recommended for lighting because of the inherent fire safety hazards.
- **Use portable emergency generators** for limited electrical power during an outage. But, take care to ensure that they do not pose a threat to you and your family. Never fuel or run a portable generator in the home or garage, as gas-powered generators pose a serious fire and carbon monoxide threat. Generators should be installed by a licensed electrician in compliance with Northeast Utilities' guidelines to ensure the generator is equipped with a double-throw transfer switch that protects your equipment and prevents feedback on power lines. Always operate according to the manufacturer's instructions. For additional information on the proper use of emergency generators, call Northeast Utilities at (800) 286-2000.
- **Water Systems with Electric Pumps** such as wells or cisterns - will not operate when the power is out. Use alternate sources of water until power is restored.
- **Gas Appliances** may not work if the electricity is off because the equipment may require electricity for ignition or valve operation.
- **Water Heaters** that are drained to prevent damage from freezing must

have their power circuit shut off as well. Failure to do so could result in loss of the heating element when power is restored. Never turn on a water heater unless the tank is full.

- **Plumbing** can freeze when power is lost during cold weather periods. Drain pumps, supply lines, water heaters, boilers and traps in drains of tubs, sinks, commodes, dishwashers and washing machines. To avoid flooding when temperatures rise, turn off supply lines to outside spigots.
- **Life support equipment** required for family members who depend on these devices (respirators, ventilators, oxygen equipment or other life-sustaining devices) should be listed with the Department of Community & Recreational Services and the power company, with your doctor's approval. You should have a contingency plan that includes an alternate power source for the device and an alternate location for the person.
- **Trees** are the primary cause of power outages in Farmington. Power companies have regularly scheduled programs for trimming trees. When planting and/or trimming trees on your property, always seek professional help in trimming limbs or branches that are close to power lines.

## Keeping Warm

Select a single room in the home in which the entire family can live; ideally a room which gets sunlight during daylight hours. Use fireplaces and wood-burning stoves with care and always supervise them when burning. Make sure the fireplace is in proper working condition and has been inspected before use. Wear layers of clothing, including hats, sweaters and coats, which entrap warm air and helps

## Safety Notes

- Never use gas ovens or stovetops to heat homes; also charcoal or propane grills should not be used inside the home. They pose a serious threat of fire and creation of poisonous carbon monoxide.
- Kerosene heaters should always be used in a well-ventilated room, and never refueled inside the home or in an attached garage.
- When removing ashes from the fireplace, make sure that the ashes have been cooled and are placed in a metal container outside and away from the home.
- Never drive over or try to move downed power lines. All power lines should be treated as if energized.

