

Hazard Mitigation Commission  
Town Hall  
November 19, 2015  
7:30 pm  
Selectmen's Meeting Room,  
Second Floor

**Present** Chair Hank Graver, Allyn Brown, Steve Kops,  
Town Environmental Planner Kevin Magee, John Henningson  
Town Health Director Dennis Johnson

**Absent** Rich Meier

**Guests** None

**Call to Order/Determination of Quorum**

At 7:35 pm, Chair Hank Graver called to order the regular meeting, rescheduled from November 17, noting that all present were eligible to vote.

**Public Forum**

There were no guests present.

**Approval of Minutes of Previous meeting**

Upon review,

*Motion: Steve Kops moved to approve the September 29, 2015 Special Meeting minutes as amended, seconded by Allyn Brown.*

*Vote: Carried - Kops, Brown, Graver, Magee, Johnson, Henningson*

Upon review,

*Motion: Kevin Magee moved to approve the October 20, 2015 regular meeting minutes, seconded by Steve Kops.*

*Vote: Carried - Unanimously*

**Approval of Bills and Vouchers**

**Recording Secretary Invoice** \$83.75

**Other** There were no other bills or vouchers.

## Old Business

Discussion reviewed FEMA criteria, regulations, and application process to obtain grants. Kevin Magee will research funding and will add to the 2016-2017 budget line items to hire a consultant and to use a Community Rating System (\*as discussed at previous meetings). Grant funds can also be used by municipalities to upgrade their sewer systems.

The West River through Guilford is being considered by the South Central Regional Council of Governments (SCROG), CERCA, and DEEP for funding, since its' tributaries have an impact on dams along the river.

## New Business

### 1. Work on "Strategies for Guilford" document

Commissioners came prepared to review in detail their individual strategy project lists.

#### a. What has been accomplished?

Discussion was held on projects that have met the criteria for discounted flood insurance. It was decided that commissioners will continue to review their strategies and provide a final list of accomplished projects for the January regular meeting.

#### b. To do in 2016.

Recommendations for 2016 projects, included but not limited to :

- Prioritize that the Town prepare the new high school facilities as a Community Evacuation Shelter.
- Work with a consultant and monitor grant applications.
- Prioritize implementing the Community Rating System (CRS) as soon as possible. This may reduce residential flood insurance premiums over 10 to 15 years by approximately 45% in hazard areas and 10% in non-hazard.
- Provide public awareness education on preparation for natural disasters and hazardous conditions, as well as, the many HazMC projects and the CRS. Alert residents to apply for FEMA grants and flood insurance discounts.
- Emergency Kits will be made available for the public.

- Letters will be sent to neighborhood associations to request that a HazMc commissioner present information and request input at their regular meeting.
- Invite the Red Cross to provide training to residents for Public Shelter Management, meet with resident liaisons of the five Town districts and invite to participate in emergency training.
- Continue to apply for grants and funding from all resources of local, state, and federal agencies.
- Continue storm mitigation projects to elevate low lying roads throughout Town and near residences, businesses, schools and at areas for public works and emergency services.
- Address areas of erosion and flooding along roads and public access.
- Relocate current Public Works facilities to higher less hazardous area.
- Construct a satellite facility in North Guilford, possibly on Route 80.
- Alert and work with Town Departments : Planning and Zoning (and Commission zoning code revisions), Building and Engineering, Police, Fire and Emergency Services to accomplish HazMC projects and need for code revisions related to disaster resilience. HazMC will continue to review permit procedures which are conducted through these departments.

It was decided :

- Steve Kops will contact Town Planner George Kral regarding further strategies that may need to be addressed.
- Kevin Magee will provide a list of natural resources to protect.

**c. To do beyond 2016.**

- Continue with a consultant and monitor funding resources.
- Continue to implement strategies, follow through with the HazMC long term Plans and revise as needed in consultation with other Town departments and services, agencies, residents, and businesses.

**d. Each commissioner's assignment to be completed by December 15 meeting.**

Commissioners will continue to prioritize their strategies and be prepared to present for review at the next meeting.

**2. Determine 2016 Meeting Schedule**

2016 regular meetings will take place every third Tuesday of the month. If needed, the Chair will notify of cancellations and Special Meetings may be scheduled.

**3. Letter to BOS re: use of Parks and Recreation Center as primary evacuation facility.**

**a. Questions :**

**Referendum did not indicate authorization to locate it in the new high school. Why the change ?**

**Has the Parks and Recreation building roof, ceiling tiles and windows been inspected and certified safe for severe storms and natural disasters ? Has OSHA approved ?**

Discussion was held on sending a letter to the Board of Selectmen regarding the urgent need to upgrade the Community Center as the primary Town Evacuation Shelter. It is unknown whether the structure and roof are certified safe and strong enough to sustain hazardous conditions or is OSHA approved.

Dennis Johnson will research the Center's condition and consult with Town Planner George Kral.

**Adjournment**

*Motion: At 8:33 pm, Dennis Johnson moved to adjourn the meeting, seconded by Steve Kops.*

*Vote: Carried - Unanimously*

**The next meeting will be held Tuesday, December 15, 2015.**

*Respectfully submitted,*

---

*Judith Anderson Castellano  
Recording Secretary*