

Town of Sutton

Hazard Mitigation Committee 2019



Meeting 2

Wednesday, January 30, 2019 | 4:00 - 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

AGENDA for Hazard Mitigation Plan Update

- 4:00 **1 Introductions, Complete Attendance Sheet AND Sign Meeting Match Timesheet**
- Sign both **Attendance** and **Meeting Match Timesheet** at every Meeting and Work Session
- ⇒ **HMC TASK- Continue Your Personal Individual Timesheet through March 31**
- 4:10 **2 Complete Critical & Community Facilities Vulnerability Assessment and Determine Problem Statements**
- For EACH of the CCFVA Tables, review & update the following:
 - ◇ Update the **Facilities Names** to be current in each Table;
 - ◇ Write 2-3 **Problem Statements** for each Table.
- ⇒ **STAFF COORD TASK- Continue remaining updates to Critical Facilities Excel file, filling in all columns ⇒ Email to SA by FRI 02-08**
- ⇒ **HMC Task- Complete assignments as discussed during meeting ⇒ Email to SA by MON 02-04**
- 5:50 **3 Review and Update Goals and Objectives for 2019**
- Revise the **Goals and Objectives** to eliminate preparedness/response/recovery and align with mitigation
- 5:15 **4 Finish Map Updates: Map 1 POTENTIAL Hazards, Map 2 PAST Hazards and 2008-2014 FLOOD HAZARDS**
- Divide into stations to finish the PAST Hazard and POTENTIAL Hazards Map revisions
 - Highway Dept to spend time working on the Flood Hazards Map data gaps and add new (2014-present). See accompanying Excel file for flood data!
- 5:55 **5 WS2 NEW TASK: Review & Update of Capability Assessment – All Departments & Boards to Provide Data**
- Begin @ WS2 (Word doc will be made available to all): Review 2014 Existing Mitigation Measures -> these are now the Town's **Capability Assessment**
 - Each Department/Stakeholder to identify their **existing outreach activities, plans, policies, procedures, protocols, guidelines, training, staffing, financial programs, etc** ⇒ round table
 - Update the Date, Name of Capability, # of Staff or Resources
- 5:55 **6 Next Steps**
- We've slowed our pace down a bit too much. We need your Assignments (Homework) submitted by the due dates. Everyone has equally valuable input and information. We need to conclude old, outstanding tasks before moving on to new ones!
- ⇒ **HMC TASK- Finish the Maps! Email SA last assignments.**
- ⇒ **STAFF COORD TASK- Submit Meeting Publicity to SA in PDF or Word format by FRI 02-01**

Next Meeting: Work Session 2 on Wed 02-13

Contact **Stephanie Alexander (SA)**: email salexander@cnhrpc.org & phone/message **226.6020**



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EMERGENCY MANAGEMENT
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