

C Meeting Information

When available, Meeting Agendas, Publicity, Press Releases, Attendance Sheets, Public Information Meeting documentation, and other meeting information files are provided in consecutive order by Meeting date.

»» Publicity

»» Meeting Agendas

»» Attendance Sheets

Pages are in approximate consecutive order by Meeting date. Pages may not be available in all categories for each meeting.



**TOWN OF SUTTON
Pillsbury Memorial Town Hall
93 Main Street Sutton Mills, NH
Sutton Mills, NH 03221
Board of Selectman
October 22, 2018 @ 4:00 p.m.**

The meeting was called to order at 4:00 p.m. by William I. Curless, Chair. Present at the meeting was William I. Curless, Chair; Dane Headley, Selectman; Robert Wright, Selectman; Dan Sundquist, Conservation Commission Chair; Robert DeFelice, Budget Committee Chair; Gail Guertin, Budget Committee; Annette and Anthony Abbondanza and Elly Phillips, Town Administrator.

APPOINTMENTS:

Daniel Sundquist, Conservation Chair, met with the Board to review the Conservation Commission 2019 proposed budget. Mr. Sundquist advised that this year a special projects line was added in the amount of \$2,300 that is used for materials such as gates, signs and lumber for kiosks. The operating budget will largely remain the same. However, in 2019 the special projects line is proposed to go up to \$6,700. Mr. Sundquist discussed some of the special projects, one of which is the vernal pool, which was a bridge with an interpretive map.

Mr. Sundquist acknowledged the efforts of Henry Howell, who has spearheaded special projects for the Commission. Mr. Howell has developed a spreadsheet of how special project funds will be allocated. Next year the Commission will be installing more kiosks and interpretive maps for the conservation properties. The Commission also proposes to install bog bridges over wet spots. A larger project will be removal of the old pump house at the foot of King Ridge to be included in next years special projects. Some of the work will need to be contracted. It is possible that the Highway Department may be able to assist with some of the projects, otherwise, equipment will need to be hired.

Selectman Wright asked how land use change taxes (LUCT) were being used by the Commission. Mr. Sundquist discussed an ongoing land protection project going on at Russell Pond which will be completed by years end. The Commission has approved \$10,000 in funding from LUCT to support with necessary surveys, legal fees, etc. Mr. Sundquist discussed the Commission Capital Reserve Fund as well the King Hill Reservation Fund. The easement for King Hill will need to be reviewed to determine if mowing is legally obligated. Mr. DeFelice asked if the town obtained a mower, could the highway department assist with that effort?

Mr. Sundquist advised that Commission anticipates adding \$6,700 for special projects to the operating budget on an ongoing basis in order to catch up with needed projects such as mapping. Both printed maps and interactive maps/apps will be available on the website. Mr. DeFelice asked if the Commission would consider establishing a capital reserve fund for special projects with the Selectmen as agents to expend. Mr. Sundquist felt that the Commission would not be opposed to that and the reserve would give a lot more flexibility for projects. Mr. Sundquist will discuss the reserve with the Commission at their next regularly scheduled meeting.

At 4:51 p.m. Selectman Wright made a motion to enter into Non-public session under RSA 91-A:3, IIC Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any

application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. Selectman Headley seconded the motion. The roll was called. With Selectman Curless, Selectman Headley and Selectman Wright voting yes. Public session reconvened at 5:07 p.m.

Selectman Curless made a motion to seal the minutes. Selectman Wright seconded the motion because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. The motion passed with a unanimous affirmative vote.

At 5:10 p.m. Selectman Curless made a motion to enter into Non-public session under RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. Selectman Wright seconded the motion. The Board was polled with Selectman Curless, Selectman Headley and Selectman Wright voting yes. Public Session reconvened at 6:00 p.m. Selectman Wright made a motion to seal the minutes. Selectman Headley seconded the motion because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. The motion passed with a unanimous affirmative vote.

The minutes from October 15, 2018, were approved as written. The Board reviewed and approved the following manifests:

PAYROLL MANIFEST: \$10,540.91

VENDOR MANIFEST: \$30,086.23

BUILDING PERMITS:

The Board reviewed and approved the following building permits:

Neal Kling, 06-223-188, Route 114, interior renovations, kitchen.

Neil Shiffrin and Laura Hanson, 10-410-215, Summit Road for a screened porch.

NEW BUSINESS:

The Board discussed a shared driveway off of Chalk Pond Road that gave access to three parcels. It was noted that for emergency response purposes the driveway must be named. All of the property owners with access off the driveway provided written agreement to renaming; therefore, a public hearing would not be required. In addition, the property owners provided suggestions for the new name. The Board reviewed the suggestions.

Selectman Wright made a motion, for emergency response purposes, to name the shared drive off of Chalk Pond Road "Pinnacle Drive". Selectman Headley seconded the motion. The motion passed by a unanimous affirmative vote. The residents along Pinnacle Road will be notified in writing of the name. The Board emphasized that although the drive is named, it is not a public or private road, it is simply a shared driveway with a name.

The Board discussed the 2018 Final Tax Rate and reviewed suggested amounts to be used from Fund Balance/Overlay to offset the tax rate. The Board favored using \$148,000 which would leave a Fund Balance Retention of 9.07% and maintain the local tax rate at its current level of \$7.48/1000. With a total 2018 tax rate of \$28.04. It was observed that it was not likely that expenditures would be under budget this year. Selectman Wright noted that local school, state school and county taxes have all increased this year. Mr. DeFelice reminded the Board that last year the Town received a \$100,000 offset from the school tax rate because of Claremont. The offset was for the 2017 tax year only. Mr. DeFelice supported the choice to keep the local tax rate at \$7.48/1000. Selectman Wright and Mr. DeFelice observed that the increase in the school rate might encourage citizens to attend the deliberative session. Mr. DeFelice noted that out of seven towns only 125 people showed up for the deliberative session. Mr. DeFelice added that you can make a difference at the deliberative session as you are voting on what goes on the ballot.

Selectman Wright made a motion to set the 2018 final tax rate at \$28.04. Selectman Headley seconded the motion which passed by a unanimous affirmative vote. The total increase over 2017 is \$1.74. The increases

are in State Education, Local Education and County Tax Rates. A comparison between the 2017 and 2018 tax rates was provided as follows:

	2017	2018	Increase
State Education Taxes	2.26	2.38	0.12
Local Education Taxes	13.45	14.91	1.46
Town Appropriation	7.48	7.48	0.00
County Tax Rate	3.11	3.27	0.16
Total Tax Rate	26.30	28.04	1.74

Selectman Curless made a motion to continue the meeting until Wednesday, October 24, 2018 at 4:00 p.m. Selectman Headley seconded the motion. The motion passed by a unanimous affirmative vote. The meeting was continued until 4:00 p.m. on Wednesday, October 24, 2018.

Continued Meeting 10/24/2018

Selectman Curless opened the meeting at 4:00 p.m. Present at the meeting were: William I. Curless, Chair; Dane Headley, Selectman; Robert Wright, Jr., Selectman; Robert DeFelice, Budget Committee Chair; Tom Schamberg, Annette Abondanza and Elly Phillips, Town Administrator.

At 4:05 p.m. Selectman Wright made a motion to enter into Non-public session under RSA 91-A:3, IIC Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. Selectman Headley seconded the motion. The roll was called. With Selectman Curless, Selectman Headley and Selectman Wright voting yes. Public session reconvened at 4:20 p.m. Selectman Wright made a motion to seal the minutes Selectman Headley seconded the motion because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. The motion passed with a unanimous affirmative vote.

Robert DeFelice, Budget Committee Chair, met with the Board to discuss the operating budget as well as capital reserve planning for the Highway Department. Mr. DeFelice conducted a budgeting exercise which ranked the operating budgets and capital reserves. The exercise was effective at identifying the highest areas of expense. General Government contained the most expenses for the operating budget, and the highway department contained the most expenditures for capital reserve. Mr. DeFelice also has developed capital plans for Highway Equipment/Trucks based on a 10 year replacement cycle and presented to options for effective capital planning. The sense of the Board was that the supported option A which would achieve level capital funding sooner without requiring additional funds to be raised from general taxation.

NEW BUSINESS:

The Board reviewed a proposed amendment to the driveway application/permit. The purpose of the amendment was due to the steep slope requirements. The revised permit will be submitted to the planning board for review. ~~In the interim, staff will use the revised permit for new driveways.~~

The Board issued an Appointment for Cory Cochran as Deputy Emergency Management Director.

The Board appointed the following members to the 2019 Hazard Mitigation Update Committee: Matthew Grimes, Emergency Management Director and Building Inspector/Code Enforcement Officer; Cory Cochran, Fire Chief and Deputy Emergency Management Director; Adam Hurst, Highway Foreman; Jonathan Korbet, Fire Chief; Elly Phillips, Town Administrator; Diego Solimine, Solid Waste Facility/Transfer Station Supervisor; Robert Wright, Jr., Select Board; Bonnie Hill, Conservation Commission Member; Glenn Pogust Planning Board Member; Robert DeFelice, Budget Committee Chair/Merchant.

OLD BUSINESS:

The Board revisited a citizen concern regarding rodents. David Burnham, Health Officer, has made recommendations regarding the matter.

The Board accepted a withdrawal of resignation from Jane Williamson, Conservation Commission.

REVIEW OF CORRESPONDENCE:

The Board noted the following items of correspondence:

Police Standards regarding fitness

Department of the Army – Permit Number: NAE-2016-02504 for Hominy Pot culvert

SELECTMEN'S COMMENTS:

Selectman Wright reported on his conversation with Candace Schaefer, Health Trust, regarding costs associated with the town's insurance plan. He advised that the town was experienced rated in the under 50 employee group. HealthTrust takes a 2% administrative fee. The plan takes a 2.5% fee. The cost for services are discounted for the plan. The assessment is based on discounted services. A component of the increase is due to cost shifting that has recently been allowed for hospital serves.

Selectman Curless was designated as the liaison to meeting with the Planning and Zoning Chairs regarding the Land Use Coordinator position on behalf of the Board.

There being no further business, the meeting was adjourned at 5:41 p.m.

Respectfully submitted,

Elly Phillips
Town Administrator

Elly Phillips, Town Administrator

Address:

Pillsbury Memorial Hall

93 Main Street

Sutton Mills, NH 03221

Phone: (603) 927-2403

townadmin@sutton-nh.org

Office Hours: The hours as listed for the "Office of the Administrator" (page on Town website).



Participation Wanted for Hazard Mitigation:

Join the Town's Hazard Mitigation Committee to discuss the past and potential natural, human, or technological hazard events in Sutton and the risk to critical facilities and vulnerable areas in the Town.

We'll identify the Town's capabilities for mitigating disaster events.

Tell us what matters to you. Help us develop Actions to better protect people, buildings, infrastructure, business, and property from natural hazards.

Public Notice Upcoming Meeting

BOARD MEMBERS

FIRST NAME	LAST NAME	POSITION	TERM EXPIRES
Matt	Grimes	Emergency Management Director	
Cory	Cochran	Fire Chief	
Jonathan	Korbet	Police Chief	
Adam	Hurst	Assistant Road Agent	
Wendy	Grimes	Rescue Chief	
Diego	Solimine	Solid Waste/Transfer Station Supervisor	
Robert	Wright Jr.	Selectman	
Bonnie	Hill	Conservation Commission Member	
Glenn	Pogust	Planning Board Member	
Robert	DeFelice	Budget Committee Chair	
Elly	Phillips	Town Administrator	

From: [Elly Phillips](#)
To: [Stephanie Alexander](#)
Subject: Hazmit Administrative Matters
Date: Monday, October 29, 2018 3:28:35 PM
Attachments: [image001.png](#)
[CCE10292018_0001.pdf](#)

Hello Stephanie,

Attached please find a copy of the appointees to the hazard mitigation committee and Invited Stakeholders (I couldn't get the proper files to attach correctly – I'll give it another try tomorrow. I sent a Press Release to the intertown record last Wednesday which hopefully will be in tomorrow's paper. I have printed public notices which are being hung in various places about town – town hall, post offices etc. I set up a website page here: <https://www.sutton-nh.org/board-committee/hazard-mitigation-committee/>

I have to fill in my timesheet (which I hope to get to tomorrow – off to a meeting now) – Please let me know if I am missing anything.

Regards,

Elly

Elly Phillips, Town Administrator
Town of Sutton
93 Main Street
Sutton Mills, NH 03221
(603) 927-2403
townadmin@sutton-nh.org



Sutton Emergency Management
Town of Sutton, New Hampshire
Pillsbury Memorial Hall
93 Main Street | Sutton Mills, NH 03221 | 603-927-2403



October 25, 2018

FOR IMMEDIATE RELEASE

For more information contact:

Elly Phillips, Town Administrator

or 603-927-2403 or via email to townadmin@sutton-nh.org

PRESS RELEASE

Sutton Hazard Mitigation Plan Update 2019 Begins

SUTTON: The Town's Hazard Mitigation Committee will soon be meeting to update the **Sutton Hazard Mitigation Plan 2014**. Every 5 years, the Plan must be updated and approved to current requirements to ensure the Town's continued eligibility for federal disaster recovery and mitigation grant project funding. Past and potential natural disasters and other hazard events will be assessed and critical facilities and vulnerable areas and populations will be identified. The Committee will review existing mitigation capabilities and develop long-term risk reduction mitigation actions to help alleviate the impact of these events to Sutton's people, buildings, and property.

The Committee will hold its first meeting on **November 14, 2018 at 4:00 PM** at the **Pillsbury Memorial Hall, 93 Main Street, Sutton Mills**. Additional meetings will be scheduled at this time. The draft Sutton Hazard Mitigation Plan Update 2019 document is anticipated to be completed in spring 2019.

All unique perspectives from stakeholders, engaged citizens, businesses, and organizations are invited to attend and participate in the Town's hazard mitigation discussion and decision making. For more information, contact Elly Phillips, Town Administrator, at 603-927-2403 or via email to townadmin@sutton-nh.org.

###

PUBLIC NOTICE OF MEETINGS

Town of Sutton

10-25-2018



Participation Wanted for Hazard Mitigation

Join the Town's **Hazard Mitigation Committee** to discuss the past and potential natural, human, or technological hazard events in Sutton and the risk to critical facilities and vulnerable areas in the Town.

We'll identify the Town's capabilities for mitigating disaster events. Tell us what matters to you. Help us develop Actions to better protect people, buildings, infrastructure, business, and property from natural hazards.

Sutton Hazard Mitigation Plan Update 2019

Hazard Mitigation Committee

Upcoming Meeting Dates*

Next Meetings are held at:

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills NH

November 14, 2018

4:00 – 6:00 PM

Committee Meeting 1

**Posted meeting dates and times are subject to change. Everyone is invited to attend and participate in discussion and decision-making. Contact the Town to ensure Meetings are still scheduled for these dates.*

For more information contact Elly Phillips, Town Administrator,
at 603-927-2403 or via email to townadmin@sutton-nh.org.



NH HOMELAND SECURITY and
EMERGENCY MANAGEMENT
www.nh.gov/safety/divisions/hsem



FEDERAL EMERGENCY
MANAGEMENT AGENCY
www.fema.gov

Central New Hampshire Regional
Planning Commission (CNHRPC)
28 Commercial Street, Suite 3
Concord, NH 03301 | 603.226.6020
www.cnhrpc.org



From: [Elly Phillips](#)
To: [Stephanie Alexander](#)
Subject: Requested information
Date: Friday, November 9, 2018 9:48:38 AM
Attachments: [image001.png](#)
[Copy of HMC Appointees 2019 \(003\).xlsx](#)
[Copy of HMC Appointees and Stakeholder Invitees List Sutton 2019 \(003\).xlsx](#)
[M1 Press Release Sutton HMP 2019.docx](#)
[M1 Public Notice Poster Sutton HMP 2019 -1.pdf](#)
[10-22-2018-min.docx](#)
[CCE11092018.pdf](#)

Stephanie,

Publicity posters were posted 10-25-2018 at the Pillsbury Memorial Hall, North and South Sutton Post Offices, the Vernondale Store, and the transfer station. Do you need copies of the individual invitations? I think I have given you everything you asked for except my timesheet.

Regards,

elly

Elly Phillips, Town Administrator
Town of Sutton
93 Main Street
Sutton Mills, NH 03221
(603) 927-2403
townadmin@sutton-nh.org



ORS

judylowe@tds.net

ed to New Hampshire families in need. The school is located near the intersection with Main Street and Chalk Pond Road.

Teen Challenge

Come for Teen Challenge on Sunday, Nov. 11, during the 10:30 a.m. worship service at the First Free Will Baptist Church, Route 114, North Sutton.

Be entertained by TC's singing and educated by these seven talented individuals on all aspects of addiction and abuse. Stay following the service for a turkey luncheon with all the trimmings. For more information go to: www.ffwbcsutton.org.

Hazard mitigation committee

The town's hazard mitigation committee will soon be meeting to update the Sutton Hazard Mitigation Plan 2014. Every five years, the plan must be updated and approved to current requirements to ensure the town's continued eli-

gibility for federal disaster recovery and mitigation grant project funding. Past and potential natural disasters and other hazard events will be assessed, and critical facilities and vulnerable areas and populations will be identified. The committee will review existing mitigation capabilities and develop long-term risk reduction mitigation actions to help alleviate the impact of these events to Sutton's people, buildings and property.

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All unique perspectives from stakeholders, engaged citizens, businesses and organizations are invited to attend and participate in the town's hazard mitigation discussion and decision making. For more information, contact Elly Phillips, town administrator, at 927-2403 or via email to townadmin@sutton-nh.org.

Town hall

Town clerk and tax collector's office: Monday, 9 a.m. to 7 p.m.; Tuesday and Wednesday, 8 a.m.

to 3 p.m., and the last Saturday of the month, 9 a.m. to noon. Early morning appointments by request. Please call Carol at 927-2401.

The board of selectmen meets every Monday, 4 p.m., at the Pillsbury Town Hall. The minutes of the meetings are posted on the town web site at www.sutton-nh.gov. Unapproved minutes are posted at the town hall on the day following the meeting. If you wish to meet with the selectmen, you must call for an appointment the Wednesday preceding the meeting. The selectmen's office is open Monday, Wednesday and Friday, 8 a.m. to 4 p.m.

The planning board meets on the second Tuesday of the month, 7 p.m.

The zoning board meets on the third Wednesday of the month, 7 p.m.

Sutton Conservation Commission meets the second Wednesday of the month, 6:30 p.m.

The Sutton Land Use Coordinator conducts business for both the planning board and the ZBA. Office hours are: Monday, 9 a.m. to noon; Tuesday and Wednesday, 1:30-4:30 p.m. Call 927-2402 or email landuse@sutton-nh.org.

If you have any Sutton news to share, I would love to hear from you.

Bradford Septic Service LLC

- ◆ Septic Pumping
- ◆ Baffle Replacement

Unhealthy Homes ???

Is your home healthy?

Experts claim dust mites are the primary cause of recent increases in respiratory problems.

Town of Sutton

Hazard Mitigation Committee 2019



Meeting 1

Wednesday, November 14, 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- Record hours on your personal Individual Timesheet through Dec ⇒ Email to SA by 12-31**
- 4:10 **2 Discuss Process and Schedule of Tasks for Hazard Mitigation Plan Update 2019**
- FEMA PDM Grant, minimum 25% in-kind work value required for Town's match – YOUR HOURS = \$\$\$
 - Plan expires in **March 2019**, delays grant eligibility for projects (Public Assistance & planning grants are OK).
 - Meetings = contain certain topics to complete. Work Sessions = continue Meetings to finish those topics.
 - FEMA requirements for Plan approval are different than 2014....be prepared for PLAN CHANGES!
 - We need your help! Much of the work is to be done *outside* of these meetings -> fulfill match & record on **Individual Timesheets**.
- 4:20 **3 Review (FYI) Declared Disasters and Public Assistance Funding to Sutton, 1973-2018**
- 4:30 **4 Develop New Hazard Identification Risk Assessment (HIRA) Rating**
- PLAN CHANGE: Shorter list of hazards, greater emphasis on natural hazards, less on tech & human
 - PLAN CHANGE: New, eliminated or consolidated Natural, Tech & Human Hazards
 - Rate **new HIRA Table's Probability of** and **Impacts from** each hazard for their relevance to Sutton
- 5:10 **5 Begin to Identify Potential and PAST Hazard Locations in Sutton, 2013-2018**
- Revise **Table of Potential Locations** and Identify **Recent Past (2013-2018) Locations** of notable weather events, natural hazards, or other hazards occurring in Sutton by Hazard Category
- HMC TASK- Depts & volunteers provide RECENT digital photos of severe weather impacts ⇒ Email to SA by MON 11-26**
- 5:40 **6 Prepare for Revision of Maps 1 & 2 and (new) Flood Hazards Locations Map**
- Review the **Past & Potential Hazard Maps** of the Plan and discuss what's needed to revise them
 - Update **Flood Hazards** location information for State database
- HMC TASK- Members to meet with Elly? individually to update Maps ⇒ Give to SA @ M2 [date TBD]**
- 5:50 **7 Schedule Meetings for the Haz Mit Plan Update 2019**

Staff Coordinator TASK – Invite Stakeholders, Advertise for next WS1 & M2, Collect all Town's publicity files, clippings, PDF notices ⇒ Email to SA by FRI 11-16

Next Meeting: TBD Work Session 1 on Wed 12-05 @ 4-6 PM TBD

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



NH HOMELAND SECURITY and
EMERGENCY MANAGEMENT
www.nh.gov/safety/divisions/hsem



FEDERAL EMERGENCY
MANAGEMENT AGENCY
www.fema.gov

Central New Hampshire Regional
Planning Commission (CNHRPC)
28 Commercial Street, Suite 3
Concord, NH 03301 | 603.226.6020
www.cnhrpc.org



Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 11-14-18 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 1 (M1)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
CC	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
RDF	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Rd N. Sutton NH 03860	603-491-1489	vernondalestore@gmail.com
MRG	Matthew Grimes	Emergency Management Director, Building Inspector	207th Road N. Sutton NH 03860	603-731-6273	binspector@sutton-nh.org
WJ	Wendy Grimes	Rescue Chief	210th Rd N. Sutton NH 03860	603-731-1828	suttonrescue90@gmail.com
	Bonnie Hill	Conservation Commission member			hillbonnie@aol.com
AH	Adam Hurst	Assistant Highway Foreman	113 Bowker R.D Sutton Mills NH 03860	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
JK	Jon Korbet	Police Department Chief	1 North Rd N. Sutton NH 03860	603-927-4422	police@sutton-nh.org
ang	Elly Phillips	Town Administrator	Sutton Mills 03860 93 Main Street	603-748-4464	townadmin@sutton-nh.org
	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Heather Dunkerley	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Heather.Dunkerley@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 11-14-18 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 1 (M1)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC <i>And Your POSITION THERE</i>	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
	Stacey Elliott	Capital Area Public Health Network	125 Airport Road, Concord	224-2595 x222	stacey@capitalareaphn.org
	Emilio Cancio-Bello	School Board/ District Representative			c-b@mcttelecom.com
	Elizabeth Geraghty <i>Nancy Hooker</i>	Town Library Representative			librarian@sutton-nh.org
	Marilou Steblai	Town Historical Society DEIGH Representative	75 BLAISDELL HILL RD SO. SUTTON	603 938 2300	brunoandlou@gmail.com
	Ira Thomas	Neighborhood Representative			thomasfam@tds.net
	Ricia McMahon	Engaged Citizen			msricia@yahoo.com
	Walter Baker, Jr.	Engaged Citizen		603-340-4575	
	Thomas Friel	Business Community Representative			tfriel@golfmanagementco.com
	Jack Noon	Town Historian		603-456-3426	
	BRUNO STEBLAI	NEIGHBORHOOD REP.	75 BLAISDELL HILL RD SO. SUTTON	603 938 2300	brunoandlou@gmail.com

Town of Sutton

Hazard Mitigation Committee 2019



Meeting 1

Wednesday, November 14, 2019 | 4:00 - 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

The meeting was called to order at 4:00 p.m. by Stephanie Alexander, CNHRPC Senior Planner. Present at the meeting was: Cory Cochran, Fire Chief and Assistant Emergency Management Director, Robert DeFelice, Budget Committee and Business Community Representative, Wendy Grimes, Rescue Chief; Adam Hurst, Assistant Road Agent, Jon Korbet, Police Chief; Elly Phillips, Town Administrator, Glenn Pogust, Planning Board Representative, Robert Wright, Jr., Select Board; Nancy Heckel, Library Trustee, and Bruno and Marilou Steblai, Neighborhood Representatives.

Those in attendance introduced themselves to their fellow committee members. Ms. Alexander explained the sign-in process, the grant meeting in-kind match and the individual timesheets which are to be emailed to Ms. Alexander quarterly. Ms. Alexander also reviewed the purpose for the hazard mitigation committee.

The Committee reviewed a worksheet prepared by the CNHRPC which identified major disaster declarations from 1973 to 2018. It was noted that the Town of Sutton has received \$297,127 in disaster relief from the federal government.

Through the process of consensus, the committee performed a Hazard Identification and Risk Assessment (HIRA) with an overall risk ranking of 13 Natural Hazards. The committee reviewed and ranked Natural, Technological and Human Hazard Categories by probability of Occurrence in ten years as well as the Severity of Impact to the Town. The hazards were as follows: drought, earthquake, extreme temperatures, high wind events, inland flooding, landslide, lightning, public health, river hazards, severe winter weather, solar storms and space weather, tropical and post-tropical cyclones and wildfires. The sense of the Committee was that the top ranked hazards (tied for a rank of 8) were extreme temperatures, high wind events and severe winter weather. Ranked at 7 were inland flooding, public health, river hazards, tropical and post-tropical cyclones and wildfires. Other secondary technological and human hazards for the town were noted but not scored. Changes to the HIRA assessments from previous mitigation plans were also discussed.

The committee discussed a few initial potential and past hazard locations in Sutton between the years 2013-2018 and discussed the high wind event that occurred in October 2017. Committee members were tasked with the homework assignment to provide anecdotal recollections about recent past events as a component of meeting 1 and a priority for work session 1. The committee was also asked to provide recent digital photos of severe weather impacts to Ms. Alexander by Monday, November 26, 2018.

Ms. Alexander also discussed revisions to the past and potential hazard map and the flood hazard map. The maps were left with Elly Phillips for members to individually update prior to the next meeting.

The members discussed the meeting schedule, and determined that the next mitigation meeting will be conducted at the Pillsbury Memorial Hall, 93 Main Street, Sutton Mills at 4:00 p.m. on November 28, 2018. An additional meeting was scheduled for December 19, 2018 at the same place and time, and tentative meetings were scheduled for the entire hazard mitigation planning process through March, subject to change.

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Elly Phillips, Recording Secretary

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 1

Wednesday, November 28, 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- Record hours on your personal Individual Timesheet ⇒ SUBMIT TO SA TODAY IF POSSIBLE**
- 4:10 **2 Identify Potential and PAST Hazard Locations in Sutton, 2013-2018**
- Using the hazard list in the **Hazard Identification & Risk Assessment (HIRA)**, for each of the hazards:
 - ◇ Revise column of **Existing/ Potential Locations** and
 - ◇ Identify **Recent Past (2013-2018) Locations** of notable weather events, natural hazards, or other hazards occurring in Sutton by Hazard Category. WHERE? WHAT HAPPENED?
- HMC TASK- Depts & volunteers provide RECENT digital photos of severe weather impacts ⇒ Email to SA by FRI 11-30 or bring USB/Flash Drive or CD media to WS1**
- HMC TASK- Using the Excel file provided, fill in the anecdotal or official recollections of hazard events for each category by year ⇒ Email to SA by MON 12-03**
- 5:00 **3 Update 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 1-3 **Problem Statements** for each Table.
- Staff Coordinator TASK- Continue remaining updates to Critical Facilities Excel file, filling in all columns ⇒ Email to SA by FRI 12-14**
- 5:45 **4 Revise Flood Hazards Locations Database and Map Review Stream Crossings Database**
- Update **Flood Hazards** location information for State database to ensure faster response to flood disasters in Sutton
 - Concurrently, update missing information in **Flood Hazards** database (paper or Excel form)
- HMC TASK- Using the Excel File and/or PDF Map provided, revise the information so it is corrected for the State databases ⇒ Scan to PDF & Email to SA by FRI 12-14**
- 5:55 **5 Update Completed Map 1 POTENTIAL Hazards and Map 2 PAST Hazards**
- Provide latest PAST Hazard and POTENTIAL Hazards revisions on the 2014 Maps to SA at M2 on 12-19
- HMC TASK- Visit Elly and mark up the Maps!**

Next Meeting: Meeting 2 on Wed 12-19 -- NEW TOPICS.... (IF we finish these WS1 items)

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



NH HOMELAND SECURITY and
EMERGENCY MANAGEMENT
www.nh.gov/safety/divisions/hsem



FEDERAL EMERGENCY
MANAGEMENT AGENCY
www.fema.gov

**Central New Hampshire Regional
Planning Commission (CNHRPC)**
28 Commercial Street, Suite 3
Concord, NH 03301 | 603.226.6020
www.cnhrpc.org


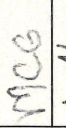

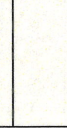

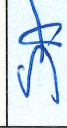


Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 11-28-18 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 1 (WS1)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
	Bonnie Hill	Conservation Commission member			hillbonnie@aol.com
	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	jkorbet@gmail.com
	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Heather Dunkerley	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Heather.Dunkerley@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 11-28-18 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 1 (WS1)

Attendance Sheet

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KM	Kirsten Vigneault	Capital Area Public Health Network Greater Sullivan County	5 Dunning St - Claremont 125 Airport Road, Concord	224-2595 603-306-7660	kirsten.d.vigneault@hitchcock.org
	Emilio Cancio-Bello	School Board/ District Representative			c-b@mcttelecom.com
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org
MS	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
BS	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Ricia McMahon	Engaged Citizen			msricia@yahoo.com
	Walter Baker, Jr.	Engaged Citizen		603-340-4575	
	Thomas Friel	Business Community Representative			tfriel@golfmanagementco.com
	Jack Noon	Town Historian		603-456-3426	
	Bonnie Hill	Conservation Commission	54 Dodge Hill Rd	603-927-4143	hillbonnie@aol.com

Town of Sutton

Hazard Mitigation Committee 2019



Meeting Summary

Work Session 1

Wednesday, November 28, 2019 | 4:00 - 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

The meeting was called to order at 4:00 p.m. by Stephanie Alexander, CNHRPC Senior Planner. Present at the meeting was: Robert DeFelice, Budget Committee and Business Community Representative, Wendy Grimes, Rescue Chief; Elly Phillips, Town Administrator, Glenn Pogust, Planning Board Representative, Bruno and Marilou Steblai, Neighborhood Representatives., Kirsten Vigneault, Greater Sullivan County Public Health Network, and Bonnie Hill, Conservation Commission.

The committee utilized the hazard list in the **Hazard Identification & Risk Assessment (HIRA)**, and updated hazards such as notable weather events, solar storms, Hurricanes, public health, river hazards, and wildfires by year (2013-2018) and provided anecdotal information on their affect on the town of Sutton. Additionally, droughts, earthquakes, extreme temperature and high wind events, flooding, landslides and lightning were also explored and updated in the same manner. Homework was assigned as follows:

Bob Defelice to research:

- 2016 events regarding docks getting loose on Keyser Lake
- Earlier events regarding public health/swine flu
- Hazardous material events (dates)
- Vehicle Structure fires
- Long term utility outages
- Landslides

Elly Phillips to research: Aging infrastructure (with highway department)

Police Department to Update: Cyber events, terrorist threats etc.

An additional work session was scheduled for December 19, 2018 to:

- Work on Critical & Community Facilities Vulnerability Assessment/problem statements (Elly to provide facility assessment information).
- Revise flood hazard locations database and Map review
- Update flood hazard locations and update mission information in the flood hazard database.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Elly Phillips
Town Administrator

Work Session 1.2 on Wed December 19, 2018 on Town Website

Browser tabs: CNHRPC - Calendar - December, Home - Town of Sutton

Address bar: <https://www.sutton-nh.org>

Navigation menu:

- Home
- About
- News
- Departments ▾
- Boards and Committees ▾
- Mapping and Properties
- Sutton Free Library
- Calendar
- Regulations and Permits
- Employment Opportunities


Home

Town Office:

93 Main Street, Sutton Mills, NH 03221

603-927-2400

townadmin@sutton-nh.org



A white wooden sign with a decorative border. It reads "Welcome to SUTTON" in a mix of serif and sans-serif fonts. Below that, it says "Enter here to be and find a friend" in a script font, and "INC. 1784" at the bottom. The sign is set against a background of trees and a path.

Town of Sutton News

- [Planning Board Approved Minutes 09-18-2018 – Keyser St. site walk](#)
- [Conservation Commission 12/12/2018](#)
- [Hazard Mitigation Committee Work Session 1.2 12-19-2018](#)
- [Selectmen Meeting 12-17-2018](#)
- [Budget Committee Meeting 12-17-2018](#)

Upcoming Events

DEC 19

4:00 pm Hazard Mitigation Committee Work...

[2018 Mid-Term Election Results](#)

CNHRPC - Calendar - December

Hazard Mitigation Committee

https://www.sutton-nh.org/hazard-mitigation-co


67%

Search

HomeAboutNewsDepartmentsBoards and CommitteesMapping and PropertiesSutton Free LibraryCalendarRegulations and PermitsEmployment Opportunities

Hazard Mitigation Committee Work Session 1.2 12-19-2018

December 17, 2018Town AdminPrint this pageSearch ...Search



Work Session 1.2
Wednesday, December 19, 2019 | 4:00 – 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills
AGENDA for Hazard Mitigation Plan Update

4:00

Introductions, Complete Attendance Sheet AND Sign Meeting Match Timesheet

Sign both Attendance and Meeting Match Timesheet at every Meeting and Work Session

HMC TASK- Email Your Personal Individual Timesheet to ELLY by 12-28 ⇒ DUE to SA by Tues Jan 2

4:10

Update 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 12-28

5:45

Update 2014 Map 1 POTENTIAL Hazards and Map 2 PAST Hazards and 2008-2014 FLOOD HAZARDS Map

5:55

Next Steps

Town of Sutton News

Planning Board Approved Minutes
09-18-2018 – Keyser St. site walk
Conservation Commission 12/12/2018
Hazard Mitigation Committee Work Session
1.2 12-19-2018
Selectmen Meeting 12-17-2018
Budget Committee Meeting 12-17-2018

Upcoming Events

4:00 pm Hazard Mitigation Committee Work...

6:00 pm Sutton Free Library Book Group

7:00 pm Zoning Board of Adjustment 12-19...

10:15 am Library Story Time

10:15 am Library Story Time

ADS +

View Calendar

Posts by Subject Areas

Board of Selectmen
Budget Committee
Conservation Commission
Departments
Fire Warden

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 1.2

Wednesday, December 19, 2019 | 4:00 - 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

AGENDA for Hazard Mitigation Plan Update

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 - ◇ 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 12-28**
- 5:45 **3 Update 2014 Map 1 POTENTIAL Hazards and Map 2 PAST Hazards and 2008-2014 FLOOD HAZARDS Map**
- Finish the PAST Hazard and POTENTIAL Hazards Map revisions on the paper maps Elly holds!
 - Highway Dept to spend time with Elly working on the Flood Hazards Map data gaps and add new (2014-present)
- ⇒ **HMC TASK- Visit Elly and mark up the 3 Maps! ⇒ DUE to SA WED 01-09**
- ⇒ **HWY DEPT TASK- With Elly, Use 2008-2014 Excel File and/or attached Paper Sheet and Flood Haz Map provided, REVISE and FILL IN DATA GAPS & ADD NEW 2014-2018 info ⇒ Elly to Email Filled in & Updated Data Sheet to SA by WED 01-09.**
- 5:55 **4 Next Steps**
- We're moving at a fast pace! We need your Assignments (Homework) submitted by the due dates. Everyone has equally valuable input and information.
- ⇒ **HMC TASK- Visit Elly and mark up the Maps!**
- ⇒ **STAFF COORD TASK- Submit Meeting Publicity to SA in PDF or Word format by FRI DEC 21**

Next Meeting: Meeting 2 on Wed 01-09

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



NH HOMELAND SECURITY and
EMERGENCY MANAGEMENT
www.nh.gov/safety/divisions/hsem



FEDERAL EMERGENCY
MANAGEMENT AGENCY
www.fema.gov

Central New Hampshire Regional
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28 Commercial Street, Suite 3
Concord, NH 03301 | 603.226.6020
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Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 12-19-18 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 1.2 (WS1.2)

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INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
<i>AF</i>	Cory Cochran <i>Aaron Flewelling</i>	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
<i>MD</i>	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
<i>MG</i>	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
<i>BF</i>	Bonnie Hill	Conservation Commission member			hillbonnie@aol.com
<i>AT</i>	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	ikorbet@gmail.com
<i>RA</i>	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
<i>LS</i>	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
<i>SA</i>	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 12-19-18 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 1.2 (WS1.2)

Attendance Sheet


INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
	Kirsten Vigneault	Capital Area Public Health Network	125 Airport Road, Concord	224-2595	kirsten.d.vigneault@hitchcock.org
	Emilio Cancio-Bello	School Board/ District Representative			c-b@mcttelecom.com
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org
	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Ricia McMahon	Engaged Citizen			msricia@yahoo.com
	Walter Baker, Jr.	Engaged Citizen		603-340-4575	
	Thomas Friel	Business Community Representative			tfriel@golfmanagementco.com
	Jack Noon	Town Historian		603-456-3426	
DB	DAVID BURNHAM	HEALTH OFFICER		927-4016	
CD	Christine Donovan	Principal SPS		927-4215	cdonov@hewsonpc.org
WLG	Walt Grimes	EMD Sutton			

WHEN: January 30, 2019 @ 4:00 pm – 5:00 pm

WHERE: Pillsbury Memorial Hall
93 Main St
Bradford, NH 03221
USA



 Calendar (<https://www.sutton-nh.org/calendar/>)

 Add to Calendar ▼



Hazard Mitigation Committee – Meeting 2

Wednesday, January 30, 2019 | 4:00 – 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

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

ï 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.

ï STAFF COORD TASK- Continue remaining updates to Critical Facilities Excel file, filling in all columns ⇒

Email to SA by FRI 02-08

ï 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/rec overy 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!

ï HMC TASK- Finish the Maps! Email SA last assignments.

ï 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

Elly Phillips, Town Administrator

Address:

Pillsbury Memorial Hall
93 Main Street
Sutton Mills, NH 03221

Phone: (603) 927-2403

townadmin@sutton-nh.org

Office Hours: The hours as listed for the "Office of the Administrator" (page on Town website).



Participation Wanted for Hazard Mitigation:

Join the Town's Hazard Mitigation Committee to discuss the past and potential natural, human, or technological hazard events in Sutton and the risk to critical facilities and vulnerable areas in the Town.

We'll identify the Town's capabilities for mitigating disaster events.

Tell us what matters to you. Help us develop Actions to better protect people, buildings, infrastructure, business, and property from natural hazards.

Public Notice Upcoming Meetings: Public Notice Poster

Agenda Meeting 1 – 11-14-2018

Handout 1 – Meeting 1 – 11-14-2018

Handout 2 – Meeting 1 – 11-14-2018

Summary Meeting 11-14-18

Agenda Work Session 1 11-28-2018

WS1 Critical and Community Facilities Sutton 2019 11-28-18

WS1 FYI Sutton Stream Crossing Data Map 5 11-28-18

WS1 Flood Haz Defs for Map Update Sutton HMP 11-28-18

WS-1 Meeting Summary

Agenda Work Session1.2 12-19-18

WS 1.2 Critical and Community Facilities

Agenda Meeting 2 – 01-30-19

M2 Critical and Community Facilities Sutton HMP 01-30-19

M2 Goals and Objectives

M2 Flood Hazards Map

Flood Hazards to Update

BOARD MEMBERS			
FIRST NAME	LAST NAME	POSITION	TERM EXPIRES
Matt	Grimes	Emergency Management Director	
Cory	Cochran	Fire Chief	
Jonathan	Korbet	Police Chief	
Adam	Hurst	Assistant Road Agent	
Wendy	Grimes	Rescue Chief	
Diego	Solimine	Solid Waste/Transfer Station Supervisor	
Robert	Wright Jr.	Selectman	
Bonnie	Hill	Conservation Commission Member	
Glenn	Pogust	Planning Board Member	
Robert	DeFelice	Budget Committee Chair	
Elly	Phillips	Town Administrator	

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

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- ⇒ **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
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- ⇒ **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**



NH HOMELAND SECURITY and
EMERGENCY MANAGEMENT
www.nh.gov/safety/divisions/hsem



FEDERAL EMERGENCY
MANAGEMENT AGENCY
www.fema.gov

Central New Hampshire Regional
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28 Commercial Street, Suite 3
Concord, NH 03301 | 603.226.6020
www.cnhrpc.org



Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 01-30-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 2 (WS2)

Attendance Sheet


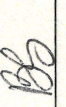
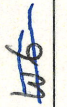

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	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Aaron Flewelling	Fire Department			aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
MC	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
WLG	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
BH	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	jkorbet@gmail.com
	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
GP	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
DS	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 01-30-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Meeting 2 (WS2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 2

Wednesday, February 13, 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 Finalize Problem Statements and Identify Those to Utilize as NEW 2019 Mitigation Actions**
- Rewrite Critical & Community Facilities **Problem Statements**
 - Incorporate relevant **Problem Statements** as New Actions
- 4:30 **3 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
- 5:50 **4 Status on Map Updates: Map 1 POTENTIAL Hazards, Map 2 PAST Hazards and 2008-2014 FLOOD Hazards**
- Highway Dept to spend time working on the Flood Hazards Map data gaps and add new (2014-present) to accompanying Excel file
- **HMC and Depts have 3 Maps to update! Very important – Make Appointment with Elly to add your info**
- 5:55 **5 Next Steps**
- **HMC TASK- Finish the Maps! Capability Assessment Updates needed by ALL Depts and Boards. Email SA last assignments.**
- **STAFF COORD TASK- Submit Meeting Publicity to SA in PDF or Word format by FRI 02-15**

Next Meeting: Work Session 2.2 or Meeting 3 on Wed 02-27 @ 4PM

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



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Town of Sutton, NH Hazard Mitigation Committee







Sutton Hazard Mitigation Plan Update 2019

Wed 02-13-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 2 (WS2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation <small>TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE</small>	Physical Address <small>in Town</small>	Weekday Daytime Phone Number(s) <small>8:00 AM – 5:00 PM M-F</small>	Email Address <small>PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL</small>
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Aaron Flewelling	Fire Department		603-454-838F	aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	jkorbet@gmail.com
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	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 02-13-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 2 (WS2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
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	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 2.2

Wednesday, February 27, 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 Finish Review & Update of Capability Assessment – All Departments & Boards to Provide Data
BEGIN ON PAGE 12**
- 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
- 5:50 **3 Status on Map Updates: Map 1 POTENTIAL Hazards, Map 2 PAST Hazards and 2008-2014 FLOOD Hazards**
- Highway Dept to spend time working on the Flood Hazards Map data gaps and add new (2014-present) to accompanying Excel file
- ‡ **HMC and Depts have 3 Maps to update! Very important – Make Appointment with Elly to add your info**
- 5:55 **4 Next Steps – Next Meeting Schedule Sooner than March 27**
- ‡ **HMC TASK- Finish the Maps! Capability Assessment Updates needed by ALL Depts and Boards. Email SA last assignments – Need to Complete before we hold Meeting 3**
- ‡ **STAFF COORD TASK- Submit Meeting Publicity to SA in PDF or Word format by FRI 03-01**

Next Meeting: TBD Meeting 3 on Wed 03-xx @ 4PM – Schedule earlier than 3/27

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



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











Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 02-27-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 2.2 (WS2.2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Aaron Flewelling	Fire Department		603-454-8387	aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	ikorbet@gmail.com
	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 02-27-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 2.2 (WS2.2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 2.3

Wednesday, March 27, 2019 | 4:00 - 8:00 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- Submit Your Personal Individual Timesheet through March 31**
- 4:10 **2 Update Meeting Schedule**
- Schedule Meeting 3 through Work Session 4, Public Information Session
- 4:25 **3 Finish Review & Update of Capability Assessment – All Departments & Boards to Provide Data**
BEGIN ON PAGE 12
- 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
- Map Workshop**
- 7.00 **4 Complete Flood Hazards Map and Excel File/Table**
- Update **Flood Hazards** location information for State database for disaster response. Highway Department expertise is needed on this Map. **Last chance to update!**

Next Meeting: Meeting 3 on Wed **04-10 @ 4PM**

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



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Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 03-27-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 2.3 (WS 2.3)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Aaron Flewelling	Fire Department		603-454-8387	aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
MD	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
UG	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
BK	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
AT	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	jkorbet@gmail.com
EP	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
DS	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org

Town of Sutton, NH Hazard Mitigation Committee

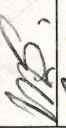


Sutton Hazard Mitigation Plan Update 2019

Wed 03-27-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 2.3 (WS 2.3)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
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	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Carol Meaulio	Town clerk/tax collector			
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Meeting 3

Wednesday, April 10, 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- Begin New Personal Individual Timesheet through June 30**
- 4:10 **2 Determine Status of the 2014 Mitigation Actions**
- Review the 2014 Plan's **Actions** and determine **Completed, Deleted** or **Deferred** status (below) for
For each Action, determine **Action Status: COMPLETED, DELETED, or DEFERRED**
- The Action was **COMPLETED** *when?* Month & Year
- This Action was **DEFERRED** from 2014 because *choose 1*
- it needs to be repeated to be effective.
 - more time is required for completion.
 - the Town lacked staff or volunteer capability.
 - the Town lacked the funding to complete it.
 - it was a lower priority than other Town activities.
- This Action will be **DELETED** because *choose 1*
- it was no longer necessary or a priority to the Town.
 - it was not relevant to the Town's current situation or objectives.
 - its undertaking was unrealistic.
 - it was financially infeasible.
 - it was incorporated into another activity.
 - it duplicates existing efforts.
- 5:15 **3 Begin to Develop Mitigation Action Plan 2019**
- Update 2014 Deferred Actions
 - Describe and Evaluate New 2019 Actions from Problem Statements
 - Provide clear Action Plan directions
 - Develop other new Mitigation Actions of projects not yet discussed
- 5:55 **4 Next Steps – Other Assignments**
- Pick Up **Flood Hazards Map** from Adam

Next Meeting: Work Session 3 on Wed 05-08 @ 4PM

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



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Town of Sutton, NH Hazard Mitigation Committee








Sutton Hazard Mitigation Plan Update 2019

Wed 04-10-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 3 (M3)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
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	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org

Town of Sutton, NH Hazard Mitigation Committee

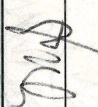

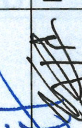


Sutton Hazard Mitigation Plan Update 2019

Wed 04-10-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 3 (M3)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
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	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Elly Phillips, Town Administrator

Address:

Pillsbury Memorial Hall

93 Main Street

Sutton Mills, NH 03221

Phone: (603) 927-2403

townadmin@sutton-nh.org

Office Hours: The hours as listed for the "Office of the Administrator" (page on Town website).



Participation Wanted for Hazard Mitigation:

Join the Town's Hazard Mitigation Committee to discuss the past and potential natural, human, or technological hazard events in Sutton and the risk to critical facilities and vulnerable areas in the Town.

We'll identify the Town's capabilities for mitigating disaster events.

Tell us what matters to you. Help us develop Actions to better protect people, buildings, infrastructure, business, and property from natural hazards.

Public Notice Upcoming Meetings: Public Notice Poster

Agenda Meeting 1 – 11-14-2018

Handout 1 – Meeting 1 – 11-14-2018

Handout 2 – Meeting 1 – 11-14-2018

Summary Meeting 11-14-18

Agenda Work Session 1 11-28-2018

WS1 Critical and Community Facilities Sutton 2019 11-28-18

WS1 FYI Sutton Stream Crossing Data Map 5 11-28-18

WS1 Flood Haz Defs for Map Update Sutton HMP 11-28-18

WS-1 Meeting Summary

Agenda Work Session1.2 12-19-18

WS 1.2 Critical and Community Facilities

Agenda Meeting 2 – 01-30-19

M2 Critical and Community Facilities Sutton HMP 01-30-19

M2 Goals and Objectives

M2 Flood Hazards Map

Flood Hazards to Update

Agenda WS2.2 Sutt HMC 02-27-19

Agenda M3 Sutt HMC 04-10-19

M3 Identify 2014 Action Status Sutt 2019 04-10-19

M3 Develop Mitigation Action Plan Sutt 2019 04-10-19

Agenda WS3 Sutt HMC 05-08-19

BOARD MEMBERS

FIRST NAME	LAST NAME	POSITION	TERM EXPIRES
Matt	Grimes	Emergency Management Director	
Cory	Cochran	Fire Chief	
Jonathan	Korbet	Police Chief	
Adam	Hurst	Assistant Road Agent	
Wendy	Grimes	Rescue Chief	
Diego	Solimine	Solid Waste/Transfer Station Supervisor	
Robert	Wright Jr.	Selectman	
Bonnie	Hill	Conservation Commission Member	
Glenn	Pogust	Planning Board Member	
Robert	DeFelice	Budget Committee Chair	
Elly	Phillips	Town Administrator	

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 3

Wednesday, May 8, 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- Begin New Personal Individual Timesheet through June 30**
- 4:10 **2 Develop Mitigation Action Plan 2019**
- Update 2014 Deferred Actions
 - Describe and Evaluate New 2019 Actions from Problem Statements
 - Provide clear Action Plan directions
 - Develop other new Mitigation Actions of projects not yet discussed
- 5:10 **3 Prioritize Mitigation Action Ranking Scores for Action Achievability**
- Rank each 2014 and 2019 Action using the **1-5** enhanced **STAPLEE** prioritization criteria
 - Add newly developed Actions from today's discussion
- 5:50 **4 Overview of Meeting 4, Work Session 4 and Public Information Meeting**
- After all Meeting 3 Agendas are completed & After all data has been submitted to CNHRPC...
SA requires about 4 weeks to write the 250 page **Hazard Mitigation Plan** and finalize the 5 Maps.
- **Meeting 4 (tent 06-12)** - we will review the rewritten Plan document and determine what is left to address.
 - **Work Session 4 (tent 06-19)**- will include last Plan needs, prepare for Public Information Meeting, final Plan process stages, etc.
 - **Public Information Meeting PIM (Date TBD @ M4)**– HMC members present Plan to the public at an evening meeting
- 5:55 **5 Next Steps – Other Assignments**
- NO May 15 HMC Meeting - date no longer available at the Town: Alt date Wed May 22 or May 29?
 - Excel Town Data file
- ⇒ **ALL- Submit info and files ⇒ Email to SA no later than FRIDAY, May 17**

Next Meeting: **TBD Work Session 3.2 Wed 05-22/05-29 @ 4 PM OR**
TBD Meeting 4 Wed 06-12 @ 4PM

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



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Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 05-08-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 3 (WS3)

Attendance Sheet


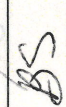

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
AC	Aaron Flewelling	Fire Department		603-454-8387	aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
MF	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
WJ	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
BH	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
AT	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	jkorbet@gmail.com
EP	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
AA	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	
	Elizabeth Geraghty or Nancy Heckel	Town Library Representative			librarian@sutton-nh.org

Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 05-08-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 3 (WS3)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 3.2

Wednesday, May 22, 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- Begin New Personal Individual Timesheet through June 30**
- 4:10 **2 Prioritize Mitigation Action Ranking Scores for Action Achievability**
- Rank each 2014 and 2019 Action using the **1-5** enhanced **STAPLEE** prioritization criteria
- 5:50 **3 Overview of Meeting 4, Work Session 4 and Public Information Meeting**
- After all Meeting 3 Agendas are completed & After all data has been submitted to CNHRPC...
SA requires about 4 weeks to write the 250 page **Hazard Mitigation Plan** and finalize the 5 Maps.
- **Meeting 4 (06-19)** - we will review the rewritten Plan document and determine what is left to address.
 - **Work Session 4 (tent 06-26?)**- will include last Plan needs, prepare for Public Information Meeting, final Plan process stages, etc.
 - **Public Information Meeting PIM (Date TBD @ M4)**– HMC members present Plan to the public at an evening meeting
- 5:55 **4 Next Steps – Other Assignments**
- Schedule WS4 for 06-26?
 - Excel Town Data file
 - ⇒ **ALL- Submit info and files ⇒ Email to SA no later than FRIDAY, June 7**

Next Meetings: Meeting 4 - Wed 06-19 @ 4 PM
Work Session 4 - Wed 06-26 @ 4 PM

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



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Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 05-22-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 3.2 (WS3.2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM - 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Aaron Flewelling	Fire Department		603-454-8387	aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
<i>MD</i>	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
<i>WJ</i>	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
<i>BH</i>	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
<i>AH</i>	Adam Hurst	Assistant Highway Foreman <i>Road Agent</i>	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
<i>JK</i>	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	ikorbet@gmail.com
<i>EL</i>	Ely Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
<i>GP</i>	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	

Town of Sutton, NH



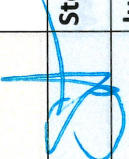
Sutton Hazard Mitigation Plan Update 2019

Wed 05-22-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 3.2 (WS3.2)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation <small>TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE</small>	Physical Address in Town	Weekday Daytime Phone Number(s) <small>8:00 AM – 5:00 PM M-F</small>	Email Address <small>PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL</small>
	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Meeting 4

Wednesday, July 10, 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- Begin New Personal Individual Timesheet through June 30**
- 4:10 **2 Review Draft 07-10 Sutton Hazard Mitigation Plan (HMP) Update 2019**
- See Table of Contents for Plan layout
 - Chapters and selected data review – keeps the essential (FEMA) content organized and short
 - Review sections where more information is needed ⇒ **HMC provide info as needed**
 - Brief overview of implementation, necessary annual Plan evaluation & update of Mitigation Action Plan
- 5:30 **3 Overview of Work Session 4 Tasks and Public Information Meeting (NOT a public hearing)**
- The HMC needs more than 1 exposure to Draft HMP. We'll use the time from now until then to:
 - ↳ Complete document
 - ↳ Familiarize yourself with Plan content (HMC) as the Haz Mit Plan will soon be yours (!)
 - (SA) Will email HMC members final draft PDF Plan (in **Dropbox**) in advance of **HMC Work Session 4**
 - @**WS4**: Will hold detailed discussion on annual **Implementation** and **Evaluation Worksheets**
 - @**WS4**: Will discuss the very large **Appendices** series
 - @**WS4**: Will discuss the Plan's **remaining process** from WS4 until HSEM/FEMA's approval
 - @**WS4**: Will prepare for **HMC member PIM responsibilities** at the **Public Information Meeting (PIM)** and Board of Selectmen Adoption Meeting
- 5:50 **4 Schedule Public Information Meeting Date**
- **Public Information Meeting**: Evening ½ hour. Hold a separate HMC PIM or add to Selectmen's meeting?
- Since the HMP is the Town's document going forward, SA doesn't attend PIMs or BOS adoption meetings....HMC members will be presenting the Plan to the public!*
- 5:55 **5 Next Steps – Other Assignments**
- **HMC OFFICE ASSIGNMENTS**: submit remaining data, Photos, PUBLICITY ⇒ by date **FRI Jul 12**

Next Meetings: Work Session 4 - Wed 07-17 @ 4 PM

Public Information Meeting (PIM) – TBD @ BOS Mtg? Jul Day @ Time PM

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



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Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 07-10-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 4 (M4)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation <small>TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE</small>	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address <small>PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL</small>
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	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	jkorbet@gmail.com
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	David Burnham	Health Officer		603-927-4016	
RF	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	

Town of Sutton, NH

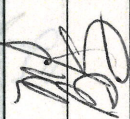


Sutton Hazard Mitigation Plan Update 2019

Wed 07-10-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Meeting 4 (M4)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
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	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord		Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Town of Sutton

Hazard Mitigation Committee 2019



Work Session 4

Wednesday, July 17, 2019 | 4:00 - 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

2 PAGES, OVER

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
- 4:10 **2 Review Draft 07-17 Sutton Hazard Mitigation Plan (HMP) Update 2019**
- See Table of Contents for Plan layout
 - Chapters and selected data review – keeps the essential (FEMA) content organized and short
 - Review sections where more information is needed ⇒ **HMC provide info as needed**
 - Brief overview of implementation, necessary annual Plan evaluation & update of Mitigation Action Plan
 - View the new 2019 **Maps 1-5**
 - Questions on Plan sections
- Public Information Meeting (PIM):
@ Select Bd Mtg TBD xx-xx-19, Time TBD
- 4:45 **3 Interim Hazard Mitigation Plan Implementation: 2019-2024 (5 years)**
- Review **Annual Implementation Worksheets (APPENDIX B)**
 - Select Board to appoint permanent Haz Mit Committee to meet 2-4 times/year to ensure Actions are implemented, add new Actions (similar to a CIP), obtain Dept Progress Reports, evaluate Plan annually
- Retain all Interim Meeting materials, **recommend Town email to SA for safekeeping for the 2024 Plan update**
- 5:15 **4 Schedule & Prepare for Public Information Meeting (PIM) – NOT a public hearing!**
- Review **Draft PIM Agenda**: Determine Plan & Map presentation – who?
 - Publicity: Press Release and Meeting Notice Poster (**Dropbox** for all files)
- ↳ **Familiarize yourself with Plan content (HMC)! – SA doesn't attend PIM or Adoption meetings** ☺
- 5:30 **5 Review Plan Process Steps Leading to Formal Approval**
- See Plan Process box on Page 2 of this Agenda
 - After PIM, CNHRPC will submit Plan, etc. to HSEM for **Approval Pending Adoption (APA)** status (often 30-45-days review time, plus 2 weeks for revisions = estimate 30-60 days until APA). Then process continues..
- 5:45 **6 Prepare for Select Board Public Adoption Meeting after APA Received (by Email)**
- Determine presentation of Plan sections to Select Board for Adoption – **who?**
 - Choice: **Public meeting** to adopt or **public hearing** to adopt HMP?
 - Publicity from SA: Press Release (free) OR Public Notice (paid) and Public Notice Meeting Poster
 - Board will sign color paper **Certificates of Adoption**, postal mail to SA with meeting minutes Publicity
- 5:50 **7 Next Steps – Other Assignments**
- SA will email PIM Publicity, PIM Agendas & develop draft PIM Plan & Appendices (Dropbox link)
- **HMC TASKS: Prep for & attend PIM, Familiarize yourselves with Plan content and process,**
LAST TASKS TO SA!!

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



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Town of Sutton

Hazard Mitigation Committee 2019



What's Next in the Plan Process?

After the Public Information Meeting (PIM), CNHRPC submits the Updated **2019 Hazard Mitigation Plan** to NHHSEM for **APA (conditional approval)**.

Then...

1. **NHHSEM reviews the Plan** (on behalf of FEMA) within 45 days according to a regulatory review matrix. If revisions are necessary, CNHRPC completes them, consults with the Town Staff Coordinator and/or Committee as needed, and sends revised Plan to NHHSEM. The revision cycle alone may take 15- 30 days or more.
2. When edits are deemed satisfactory NHHSEM **emails the APA (Approvable Pending Adoption)** notification to CNHRPC and the Town (Town Admin, EMD, and Select Board Chair/office). **No changes or additions can be made to the Plan** other than minor editorial updates by CNHRPC once **APA** is granted.
3. CNHRPC sends Select Board adoption materials & the adoption version HMP to the Staff Coordinator, who sets the Select Board adoption meeting date. Haz Mit Committee is notified by Coordinator.
4. **Select Board adopts the Plan** after presentation by Haz Mit Committee/EMD/Coordinator and **signs 3-4 color Certificate of Adoption (COA) originals AT THE MEETING**. Town Clerk signs and seals them. Recall that **no changes or additions can be made to the Plan** at the adoption meeting. Meeting minutes are taken.
5. **Town postal mails 1 signed color COA** (flat, unfolded) to SA at CNHRPC and emails SA the meeting minutes. CNHRPC sends these materials and the next Plan version to NHHSEM requesting a **Formal Approval Letter**.
6. NHHSEM emails a **Notification of Formal Approval** to the Town with a new date restarting **the five-year Plan update cycle**. Town is now eligible to apply for & receive FEMA Pre-Disaster Mitigation (PDM), Hazard Mitigation Grant Program (HMGP), Flood Mitigation Assistance (FMA) project funding. FEMA follows up with the official **Formal Approval Letter** via email to the Town and CNHRPC.
7. CNHRPC provides **two CDs of the final 2019 Plan** files to the Town – one for the Haz Mit Committee ("HMC") and one with PDF files for the Departments/ Public ("Public")– and provides the files NHHSEM/FEMA.
8. As desired, Town prints a few hard copy Plans from the Public CD, sets up binder copies for the annual update and burns copies of the Public CD for distribution to Departments, School District, Library, and to the public by request, etc. Document and Maps should be placed on the Town website.
9. **Select Board establishes a permanent Hazard Mitigation Committee (HMC)** to maintain its stated obligations in the Plan and appoints members. Language is available at CNHRPC if needed.
10. **Interim HMC meets about 2-4 times each year to review and implement the Mitigation Action Plan, to delegate the Actions for completion, and to evaluate the entire Plan annually.**
11. **Interim HMC updates the Plan's digital Mitigation Action Plan and its associated sections annually**, keeps files in a retrievable location and compiles new Meeting Appendix materials (agendas, publicity, etc.). Often Towns will cc: salexander@cnhrpc.org so we can archive your files in preparation for the **2024 Plan** update.
12. Town & CNHRPC begin talks **24 months prior** to Plan expiration to discuss the current update grant funding situation. **The next 5-year Plan update process should ideally begin about 12 months prior to Plan expiration.**

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



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Town of Sutton, NH Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Wed 07-17-19 4:00 PM Pillsbury Memorial Hall, 93 Main Street, Sutton Mills Work Session 4 (WS4)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation <small>TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE</small>	Physical Address <small>in Town</small>	Weekday Daytime Phone Number(s) <small>8:00 AM - 5:00 PM M-F</small>	Email Address <small>PLEASE PRINT CLEARLY - MAIN GROUP COMMUNICATION IS VIA EMAIL</small>
	Cory Cochran	Assistant Emergency Management, Fire Chief		603-724-0474	suttonfire90@gmail.com
	Aaron Flewelling	Fire Department		603-454-8387	aflewelling@mdandb.com
	Robert DeFelice	Budget Committee Chair / Business Community	149 Baker Road, N Sutton 03260	603-491-1489	vernondalestore@gmail.com
	Matthew Grimes	Emergency Management Director, Building Inspector	2 North Road, N Sutton 03260	603-731-6273	binspector@sutton-nh.org
	Wendy Grimes	Rescue Chief	2 North Road, N Sutton 03260	603-731-7828	suttonrescue90@gmail.com
	Bonnie Hill	Conservation Commission member	54 Dodge Hill Road	603-927-4143	hillbonnie@aol.com
	Adam Hurst	Assistant Highway Foreman	175 Barker Road, S Sutton 03273	603-927-2407	highway@sutton-nh.org
	Steve Bagley	Highway Department			highway@sutton-nh.org
	Jonathan Korbet	Police Department Chief	1 North Road N Sutton 03260	693-927-4422	ikorbet@gmail.com
	Elly Phillips	Town Administrator	93 Main St, Sutton Mills 03221	603-748-4464	townadmin@sutton-nh.org
	Glenn Pogust	Planning Board member	27 Summit Road	203-943-8550	gpogust@outlook.com
	Diego Solimine	Transfer Station Coordinator		603-927-4475	recycle@sutton-nh.org
	David Burnham	Health Officer		603-927-4016	
	Robert Wright, Jr.	Board of Selectmen Member		603-938-5504	

Town of Sutton, NH




Sutton Hazard Mitigation Plan Update 2019

Wed 07-17-19 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

Work Session 4 (WS4)

Attendance Sheet

INITIAL IF PRESENT	Name	Affiliation TOWN BOARD / DEPT, AGENCY, BUSINESS, OTHER TOWN, CITIZEN, MEDIA, ETC And Your POSITION THERE	Physical Address in Town	Weekday Daytime Phone Number(s) 8:00 AM – 5:00 PM M-F	Email Address PLEASE PRINT CLEARLY – MAIN GROUP COMMUNICATION IS VIA EMAIL
	Marilou Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Bruno Steblai	Neighborhood Representative	75 Blaisdell Hill Road S Sutton	603-938-2300	brunoandlou@gmail.com
	Christine Downing	Sutton Central School Principal		927-4215	cdowning@kearsarge.org
	Stephanie Alexander	CNHRPC Senior Planner	28 Commercial Street, Ste 3, Concord	603-226-6020	salexander@cnhrpc.org
	Julia Chase	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-354-0434	Julia.Chase@dos.nh.gov
	Kayla Henderson	NH Homeland Security & Emergency Management	110 Smokey Bear Blvd, Concord	603-223-3650	Kayla.Henderson@dos.nh.gov
	Kirsten Vigneault	Greater Sullivan County Public Health Network	5 Dunning Street, Claremont	603-306-7660	kirsten.d.vigneault@hitchcock.org

Elly Phillips, Town Administrator

Address:

Pillsbury Memorial Hall
93 Main Street
Sutton Mills, NH 03221

Phone: (603) 927-2403

townadmin@sutton-nh.org

Office Hours: The hours as listed for the "Office of the Administrator" (page on Town website).



PUBLIC NOTICE OF MEETING TOWN OF SUTTON

August 19, 2019



Public Information Meeting on Sutton's newly developed **Hazard Mitigation Plan**

Sponsored by the
Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Public Information Meeting

Monday, August 19, 2019 at 6:00 PM

**Pillsbury Memorial Hall, 93 Main Street, Sutton Mills
during the regular Select Board's Meeting.**

All are invited to attend.

Draft Plan and Maps will be available for review at the Town Hall and on
the Town website www.sutton-nh.org.

For more information, contact Elly Phillips, Town Administrator,
at 603-927-2403 or via email to townadmin@sutton-nh.org.



NH HOMELAND SECURITY and



FEDERAL EMERGENCY

Central New Hampshire Regional
Planning Commission (CNHRPC)
28 Commercial Street, Suite 3



HMP 8-19-2019 Public Information Meeting Notes

PIM Draft Sutton HMP 2019 08-19-19

Appendix A – Critical and Community Facilities Sutton HMP 2019 (1)

Appendix B- Annual Evaluation and Implementation Worksheets Sutton HMP 2019 (3)

Draft Appendix C- Meeting Information Sutton HMP 2019 (1)

Draft Appendix D- Plan Approval Documentation Sutton HMP 2019 (1)

Appendix E- Photographic History of Hazard Events Sutton HMP 2019 (1)

Map 1 Potential Hazards Sutt HMP 2019 (1)

Map 2 Past Hazards Sutt HMP 2019 (3)

Map 3 Community Critical Facilities Sutt HMP 2019

Map 4 Potential Hazards Losses Sutt HMP 2019 (1)

Map 5 Culvert Stream Crossings Sutt HMP 2019 (1)

Public Notice Upcoming Meetings: Public Notice Poster

Agenda Meeting 1 – 11-14-2018

Handout 1 – Meeting 1 – 11-14-2018

Handout 2 – Meeting 1 – 11-14-2018

Summary Meeting 11-14-18

Agenda Work Session 1 11-28-2018

WS1 Critical and Community Facilities Sutton 2019 11-28-18

WS1 FYI Sutton Stream Crossing Data Map 5 11-28-18

WS1 Flood Haz Defs for Map Update Sutton HMP 11-28-18

WS-1 Meeting Summary

Agenda Work Session1.2 12-19-18

WS 1.2 Critical and Community Facilities

Agenda Meeting 2 – 01-30-19

M2 Critical and Community Facilities Sutton HMP 01-30-19

M2 Goals and Objectives

M2 Flood Hazards Map

Flood Hazards to Update

Agenda WS2.2 Sutt HMC 02-27-19

Agenda M3 Sutt HMC 04-10-19

M3 Identify 2014 Action Status Sutt 2019 04-10-19

M3 Develop Mitigation Action Plan Sutt 2019 04-10-19

Agenda WS3 Sutt HMC 05-08-19

Agenda WS3.3 Sutt HMC 05-22-19

WS3.2 Action Prioritization ESTAPLEE Sutt 05-22-19

WS3.2 Completed Mitigation Action Plan for Reference Sutt 05-22-19

Agenda M4 Sutt HMC 07-10-19 (002)

M4 Draft Sutton Cover TOC Chap 1 07-10-19

Agenda WS4 Sutt HMC 07-17-19 (002)

Appendix B- Annual Evaluation and Implementation Worksheets Sutton HMP 2019

WS4 Draft Agenda PIM for HMC Members Sutt 07-17-19

WS4 Draft Agenda PIM for Public Sutt 07-17-19

BOARD MEMBERS			
FIRST NAME	LAST NAME	POSITION	TERM EXPIRES
Matt	Grimes	Emergency Management Director	
Cory	Cochran	Fire Chief	
Jonathan	Korbet	Police Chief	
Adam	Hurst	Assistant Road Agent	
Wendy	Grimes	Rescue Chief	
Diego	Solimine	Solid Waste/Transfer Station Supervisor	
Robert	Wright Jr.	Selectman	
Bonnie	Hill	Conservation Commission Member	
Glenn	Pogust	Planning Board Member	
Robert	DeFelice	Budget Committee Chair	
Elly	Phillips	Town Administrator	

PUBLIC NOTICE OF MEETING TOWN OF SUTTON

08-02-19



Public Information Meeting on Sutton's newly developed Hazard Mitigation Plan

Sponsored by the
Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Public Information Meeting

Tuesday, August 19, 2019 at 6:00 PM

**Pillsbury Memorial Hall, 93 Main Street, Sutton Mills
during the regular Select Board's Meeting.**

All are invited to attend.

**Draft Plan and Maps will be available for review at the Town Hall and on
the Town website www.sutton-nh.org.**

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www.cnhrpc.org



Sutton Emergency Management
Town of Sutton, New Hampshire
Pillsbury Memorial Hall
93 Main Street | Sutton Mills, NH 03221 | 603-927-2403



August 2, 2019

FOR IMMEDIATE RELEASE

For more information contact:

Elly Phillips, Town Administrator

or 603-927-2403 or via email to townadmin@sutton-nh.org

PRESS RELEASE

Sutton Hazard Mitigation Plan 2019 Public Information Meeting on August 19

SUTTON: Aug 19, 2019 - Local community leaders are taking steps to reduce the effects of Sutton's next natural disaster event, including flooding, storms, severe winds and winter weather. A Hazard Mitigation Committee comprised of Town Departments, Boards, emergency personnel, and community stakeholders has completed development of the Town's updated draft **Sutton Hazard Mitigation Plan 2019**. This updated Plan is required to be approved by the Federal Emergency Management Agency (FEMA) every five years to maintain continued eligibility for federal mitigation project funding.

A PUBLIC INFORMATION MEETING will be held on **Monday, August 19 at 6:00 PM at the Pillsbury Memorial Hall, 93 Main Street, Sutton Mills.** during the Select Board's regular meeting to discuss the Plan and listen to public feedback on the document. All are invited to attend and participate.

The draft **Sutton Hazard Mitigation Plan Update 2019** and the associated Maps of the Plan will be available for review at the Town Hall and online at www.sutton-nh.org.

For more information, contact Elly Phillips, Town Administrator, at 603-927-2403 or via email to townadmin@sutton-nh.org.

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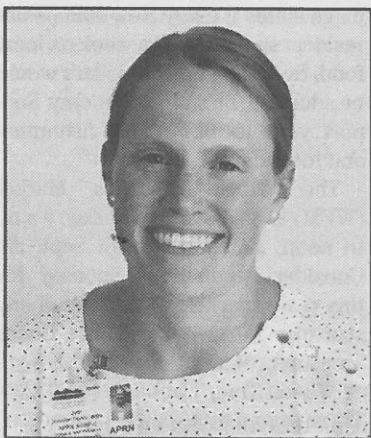
Lake Sunapee Region VNA welcomes new Hospice & Palliative Care Director

NEW LONDON — Lake Sunapee Region VNA & Hospice (LSRVNA) is pleased to welcome Jen Taylor, MSN, APRN, AGNP-C, as its Hospice & Palliative Care Program Director.

As a nurse practitioner with a certification in adult-gerontology, Taylor brings a great depth of knowledge, skill and passion to her new role.

Taylor received a bachelor's degree in nursing from Colby-Sawyer College and began her career in the cardiac unit at Dartmouth-Hitchcock Medical Center. She continued her education to obtain both a master's in nursing and a nurse practitioner certification from Duke University, and during that time worked at LSRVNA as an RN case manager for home care and hospice patients.

After finishing school, Taylor taught in the nursing program at



Jen Taylor, MSN, APRN, AGNP-C

Colby-Sawyer College. She then returned to LSRVNA as a staff educator and nurse practitioner in the hospice and palliative care

program. Most recently, she was a nurse practitioner in Neurology Associates at Concord Hospital, caring for patients with multiple sclerosis and Alzheimer's disease.

Taylor has a passion for serving the older population, especially in the areas of hospice and palliative care.

"When the opportunity came up to join LSRVNA again, I was thrilled to return to home hospice and palliative care," said Taylor. "Returning to LSRVNA truly feels like coming home. I am very excited to be working with a highly skilled and compassionate team in order to provide excellent home hospice and palliative care services to the community."

To learn more about the hospice and palliative care services available through LSRVNA, call 603-526-4077 or visit lakesunapeevna.org.

Sutton Hazard Mitigation Plan 2019 Public Information Meeting set for August 19

SUTTON — Local community leaders are taking steps to reduce the effects of Sutton's next natural disaster event, including flooding, storms, severe winds and winter weather.

A Hazard Mitigation Committee comprised of town departments, boards, emergency personnel, and community stakeholders has completed development of the town's updated draft Sutton Hazard Mitigation

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ten to public feedback on the document. All are invited to attend and participate.

The draft Sutton Hazard Mitigation Plan Update 2019 and the associated maps of the plan will be available for review at the town hall and online at www.sutton-nh.org.

For more information, contact Elly Phillips, town administrator, at 603-927-2403 or via email to town-admin@sutton-nh.org.

Summer Music Associates announces August concerts

NEW LONDON — William Ögmundson, pianist, and The Beacon Brass Quintet are coming to New London for two exciting concerts this month.

Ögmundson, an award-winning and EMMY-nominated composer and lyricist and classically trained solo pianist, will perform at the First Baptist Church on Thursday, August 15 at 7 p.m.

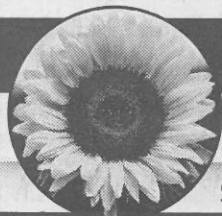
His program will premiere

"American Beauty," a selection of American piano music tracing its roots from early Shaker melodies to modern-day boogie woogie. The evening will be both informative and entertaining.

The Beacon Brass Quintet, "one of the nation's finest chamber ensembles," returns to New London and will perform a rousing concert of early works by the British composer William Byrd, right up

to selections from West Side Story by Leonard Bernstein. The concert will be held at the First Baptist Church on Thursday, August 22, at 7 p.m.

Tickets for adults are \$25 or \$5 for students. They are available online at www.summermusicassociates.org; at the door the evening of the concert or by calling 603-526-8234 and leaving a message.



ALZHEIMER'S: THE GOOD NEWS

SUNFLOWER: symbol of courage and strength for the caregiver

By GAIL MATTHEWS

In a recent letter from Tim Armour, president and CEO of the Cure Alzheimer's Fund, he writes: "Since our founding in 2004 we have been fortunate to provide research grants to the world's leading Alzheimer's scientists who are working on the most innovative and promising areas of investigation to hasten an end to Alzheimer's. They have been relentless in their determination to understand this very difficult and challenging disease and to do everything possible to speed development for effective therapies. All donations go directly to research as our Board of Directors continues to fund 100% of our operating expenses." One of the good news' reasons that Charity Navigator (always check before I give for legitimizing a charity) gives CAF such high ratings year after year. Armour's letter made me think of the researchers. There

should be a National Researcher's Appreciation Day!

What drives a researcher to study a disease written off as part of the aging process, inevitable, hopeless and with no immediate cure or thoughts of prevention on the horizon? Researchers live lives as do we with paying bills, mowing lawns, watching children's games, shopping, dealing with the daily living, health care, taking care of homes, families and perhaps extended families. Are they driven to show up in the lab day after day looking for answers, hoping something shows up in a petri dish that provides a clue or are they driven because they watched a loved one be devastated by this horrendous disease?

Whatever the reason, researchers show up every day in a lab somewhere privately funded, recipient of a grant or for a pharmaceutical

company, university or medical facility. The seriousness, the purpose must put the thoughts for solutions in their minds 24/7. The good news is there are researchers devoting their lives from a young age to studying Alzheimer's with the hope to understand why, what and how which will help us. It is good news they are driven by hope and the thought perhaps that with many balls in the air, something is going to fall out and researchers will be able to go on to the next problem to be solved. Hope is good.

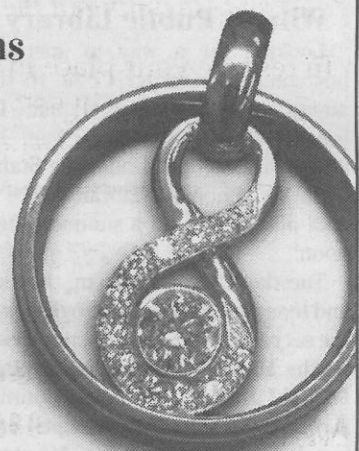
From a caregiver's perspective, Sallie MacIntosh from Maine writes: "All of the short, optimistic articles in the Intertown on Alzheimer's give hope and with hope comes a renewed desire to get answers and keep looking and trying to help. I have saved each one to reread when I feel overwhelmed by this horrible illness."

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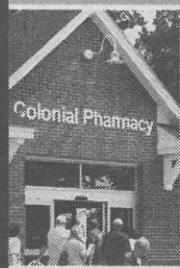
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Paul Howe Photographer

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phowe158@gmail.com

paulhowephoto.com



WILMOT FARMERS MARKET

Sat Aug 17th 9-noon

Take the Pledge to Spend \$5 /week on NH Grown Food

If every resident spent just \$5 a week on local food, over \$338 million dollars would be added to NH's economy.

Music-Folk Fusion Education Tent- Art with Holly Noyes

9 Kearsarge Valley Rd, Wilmot NH

Market every Sat thru Sept

wilmotfarmersmarket.com

Town of Sutton Hazard Mitigation Committee 2019



Monday, August 19, 2019 | 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

PUBLIC INFORMATION MEETING

Sutton Hazard Mitigation Plan Update 2019

Sponsored by the

Hazard Mitigation Committee

Page 1

The (#s) are Chapter #s

PIM AGENDA WITH TALKING POINTS

6:00 1. Introduction and Overview

Elly
Phillips

Review Planning Process & Community Profile (Chapters 1-2)

- (1) What is the **purpose** of a Haz Mit Plan?
- (1) Why did the Town **update** the Plan from 2014?
- (1) What was the **planning process** used to update?
- (1) Review **Haz Mit Committee** and its members, **Committee Meetings/Work Sessions**
- (1) Discuss **publicity** – who did you invite? **Who attended** from the public?
- (2) Pick out some **demographics of interest** to describe Town

ESTIMATED TIME AFTER PIM to
FEDERAL FORMAL APPROVAL:
60 DAYS

6:05 2. Content of the Hazard Mitigation Plan

Glenn
Pogust

Review Highlights of Each Chapter (Chapters 3-8)

- (3) List some **goals and objectives** of importance
- (4) List some of the **main hazards** in the community
- (4) Describe some of the **recent disasters** occurring in Sutton, FEMA \$ received
- (4) Indicate **future hazard events** that could be expected
- (5) Describe **inventory of community and critical facilities**, potential \$ value if damaged
- (6) List some **capabilities Depts have** already to support mitigation
- (7) List some **completed 2014 Actions**, some **Actions Deferred to 2019**
- (7) List some **New 2019 Actions** gained through process of assessments
- (8) Describe some **priority Action projects the Town should undertake** in the next 5 years

ASSESSMENTS DEVELOPED WITH THE HAZ MIT PLAN

Hazard Identification and Risk Assessment
Past, Potential & Future Hazards Assessment
Critical Facility Vulnerability Assessment
Capability Assessment
Mitigation Action Plan with Prioritization



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www.nh.gov/safety/divisions/hsem



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Town of Sutton

Hazard Mitigation Committee 2019



Monday, August 19, 2019 | 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

PIM AGENDA WITH TALKING POINTS continued

Page 2

6:15 3. Implementing the Plan

Matt/
Wendy
Grimes

Review Implementation and Important Appendices, Maps (Chapters 9-11)

- (9) Establish **permanent Hazard Mitigation Committee** to oversee Plan & meet quarterly
- (9) **Actions to be worked on yearly**, most done by Departments at no cost
- (9) Some **Actions need \$**, to be placed in Operating Budgets or go to Town Meeting for funding
- (9) Review and **update Mitigation Action Plan each year**
- (10) Appendices contain the **assessments and implementation worksheets**
- (11) Highlight the **Maps** of the Plan -> ->
- Review next steps: 1. NHHSEM issues APA (conditional) approval, 2. Select Board adopts Plan, 3. NHHSEM & FEMA issue formal approval letter
- Reiterate Purpose of Plan: Helps the Town **reduce damages** of hazards or disaster events to **better protect** life, property and infrastructure in Sutton
- Reiterate Purpose of Plan- GRANTS: Town can **remain eligible to apply for & receive FEMA mitigation funds**, including the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation (PDM) and Flood Mitigation Assistance (FMA) *project* grants.

4 Updated Plan Maps + 1 New Map

- ◇ Map 1 - Potential Hazards
- ◇ Map 2 - Past Hazards
- ◇ Map 3 - Critical and Community Facilities (& Inset)
- ◇ Map 4 - Potential Hazards and Losses (& Inset)
- ◇ Map 5 – Stream Crossings and Assessments

6:25 4. Comments on the Plan and Maps / General Question and Answer Session

Jonathan
Korbet

Next Steps for the Draft Sutton Hazard Mitigation Plan 2019

CNHRPC coordinates the Plan steps, on behalf of the Town, with State/Federal agencies:

- ✓ **Submit the Plan** to NH Homeland Security and Emergency Management (NH HSEM) and Federal Emergency Management Agency (FEMA)
- ✓ NH HSEM provides conditional approval, known as **Approvable Pending Adoption (APA)** status), to Town contingent upon Select Board adoption...no further changes to the Plan can occur.
- ✓ Sutton Select Board holds a **public Plan adoption meeting** and signs Certificates of Adoption
- ✓ CNHRPC **submits the final Plan version** and signed COA to NHHSEM/FEMA for formal approval
- ✓ FEMA provides a **Letter of Formal Approval** indicating the Plan will expire in 5 years
- ✓ **Implement the Plan**: HMC meets, completes Actions in **Mitigation Action Plan** between 2019-2024



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Town of Sutton

Hazard Mitigation Committee 2019



Tuesday, August 19, 2019 | 6:00 PM
Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

PUBLIC INFORMATION MEETING

Sutton Hazard Mitigation Plan Update 2019

Sponsored by the
Hazard Mitigation Committee

AGENDA

1. Introduction and Overview
2. Contents of the Hazard Mitigation Plan
3. Implementing the Plan
4. Comments on the Plan and Maps / General Question and Answer Session

2019 Hazard Mitigation Committee members:

- **Cory Cochran**, Assistant Emergency Management, Fire Chief
- **Robert DeFelice**, Budget Committee Chair, Vernondale Store owner
- **Aaron Flewelling**, Fire Department, Deputy Chief
- **Matthew Grimes**, Emergency Mngmnt Director, Building Inspector
- **Wendy Grimes**, Rescue Chief
- **Bonnie Hill**, Conservation Commission member
- **Adam Hurst**, Highway Department Road Agent
- **Jonathan Korbet**, Police Department Chief
- **Elly Phillips**, Town Administrator, Staff Coordinator
- **Glenn Pogust**, Planning Board member
- **Diego Solimine**, Transfer Station Coordinator
- **Robert Wright, Jr.**, Select Board member
- **Bruno Steblai**, Active Citizen
- **Marilou Steblai**, Active Citizen
- **Stephanie Alexander**, Central NH Regional Planning Commission, HMP Project Manager
- And more Town reps, members of the public, non-profits, etc

ASSESSMENTS DEVELOPED WITH THE HAZ MIT PLAN

Hazard Identification and Risk Assessment
Past, Potential & Future Hazards Assessment
Critical Facility Vulnerability Assessment
Capability Assessment
Mitigation Action Plan with Prioritization



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Town of Sutton

Hazard Mitigation Committee 2019



Tuesday, August 20, 2019 | 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

PUBLIC INFORMATION MEETING

Sutton Hazard Mitigation Plan Update 2019

Sponsored by the

Hazard Mitigation Committee

Elly Phillips, Town Administrator and Hazard Mitigation Staff Coordinator opened the Public Information Meeting at 6:00 p.m.

Present at the meeting were: Dane Headley, Select Board Chair; William I. Curless, Selectman; Aaron Flewelling, Deputy Fire Chief; Matthew Grimes, Emergency Management Director; Wendy Grimes, Rescue Chief; Bonnie Hill Conservation Commission; Jonathan Korbet, Elly Phillips, Town Administrator/Staff Coordinator; Glenn Pogust; Planning Board Member; Robert Wright Select Board, Bruno and Marilou Steblai and Betsy Forsham.

Ms. Phillips discussed the genesis and purpose of the Hazard Mitigation Plan. Ms. Phillips stated that the original plan was developed as a result of the Disaster Mitigation Act of 2000 which states that municipalities have local adopted and FEMA approved natural hazard Mitigation Plans in order to be eligible for disaster and mitigation funding programs. She noted that New Hampshire is awarded funds based upon the completeness of its State Plan and the number of local plans.

Phillips advised that to remain in compliance the Town is required to submit for approval an updated plan every five years. The Plan being discussed was last approved in 2014. Planning is an ongoing process. The document is considered to be a living document. The 2019 update was developed over a nine-month period, by a group of Town staff members and board volunteers, public participates and a CNHRPC facilitator utilizing a standard approach to plan construction and content which is endorsed by FEMA. The 2019 Sutton Hazard Mitigation Committee was established by the Select Board in the Fall of 2018. The Committee consisted of members from Emergency Management, Administration, Fire and Rescue, Highway and Police Departments, Planning Board, Conservation Commission, Select Board and Budget Committee as well as two dedicated members of the public. Participating members of the Hazard Mitigation Committee are: Cory Cochran, Fire Chief, Robert DeFelice, Budget Committee and representative of the business community, Aaron Flewelling, Deputy Fire Chief; Matthew Grimes, Emergency Management Director; Wendy Grimes Rescue; Bonnie Hill Conservation Commission; Adam Hurst, Highway Department; Jonathan Korbet, Elly Phillips, Town Administrator/Staff Coordinator; Glenn Pogust; Planning Board Member, Diego Solimine, Solid Waste Supervisor; Robert Wright Select Board. Bruno and Marilou Steblai represented the public were appointed members of the Committee. Others who attended one or more meetings



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Town of Sutton

Hazard Mitigation Committee 2019



Tuesday, August 20, 2019 | 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

were David Burnham, Health Officer, Christine Downing, Sutton Central School Principal, Kayla Henderson, Homeland Security, Carol Merullo, Town Clerk/Tax Collector and Kirsten Vigneault Greater Sullivan County Public Health Network.

Phillips added that the Hazard Mitigation Committee met for 4 formal meetings and 9 work sessions between November and August of this year, noting that the meeting Schedule and Agenda Activities are outlined in detail within the plan. For publicity and public outreach many individuals were personally invited to attend and participate in the Sutton Hazard Mitigation Plan Committee meeting including surrounding community EMDs, Boards and Committee Members Departments representatives, and local businesses. NH Homeland Security and Emergency Management (NHHSEM) Representatives were also invited as well as a representative from the Greater Sullivan County Public Health Network and the Sutton Central (Elementary) School. Meeting information was posted on the town's online calendar and on a dedicated website page. Agendas were posted at various places and occasional press releases were done.

The Central NH Regional Planning Commission, contributed to the development of this Plan by facilitating the meetings, guiding the planning process, and preparing the Plan documents, Appendices, and Maps. For that we thank Stephanie Alexander, CNHRPC Senior Planner and Nathan Cote, CNHRPC Intern (GIS Mapping).

Phillips stated that the public information meeting tonight, which was publicized and noticed, is another opportunity to reach out to the public.

In closing, Phillips shared an interesting detail that emerged from the plan which was that Sutton's overall population density between 1970 and 2017 increased +189%, from 15 people per square mile in 1970 to 34 people in 1990 and to an estimated 44 people in 2017. Sutton is geographically a large-sized community in the Central NH Region at 43.3 square miles (including water acreage). At the same time, Sutton has a comparatively low number of people per square mile as compared to other communities within the CNH Region.

Glenn Pogust, Planning Board Chair, was introduced to discuss the contents of the plan.

Mr. Pogust advised that the goals and objectives of the plan are to reduce future life and property losses before they occur by identifying appropriate actions to be implanted during the next five years. The plan is a set of guidelines. Adoption of the plan does not mean that the town is required to implement any identified actions.

Mr. Pogust presented some examples of important goals and objects noting that the goals are simple: to reduce the risk of injury and loss from natural hazards including severe weather and to promote public awareness regarding hazard mitigations. The plan objectives cover a wide range of areas among the most prominent would be to minimize potential damage caused by sever weather including extreme temperature, snow, rain fire and flooding.



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Town of Sutton

Hazard Mitigation Committee 2019



Tuesday, August 20, 2019 | 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

The Hazard Identification and Risk Assessment involves the identification of main hazards within the town and of recent disasters in an effort to assess the risk of future hazard events. Some of the hazards the Committee identified as warranting the highest concerns were: Extreme Temperatures, High Wind Events and Severe Winter Weather. Other areas of concern are Inland Flooding and River Hazards, Public Health and Wildfire.

Mr. Pogust observed that fortunately the only disaster declared for Sutton in the last five years was the severe windstorm in October 2017. The Committee also identified a mild earthquake in March 2019 and recalled the active shooter threats earlier this year. Previous events have been predominantly related to severe winds snow and flooding.

The Committee reviewed past events and current potential hazards including: Extreme Temperatures or Storms requiring the town to provide rescue and shelter services; Inland Flooding causing road closures or property damage; Aging Infrastructure (bridges and culverts); Transportation – crashes on I-89 requiring fire, rescue and Police Assistance; Active Shooter threats; Cyber-attacks on town systems.

The Committee identified critical community facilities as follows:

Pillsbury Memorial Hall – valued at \$359,000, but in need of preventative maintenance and could cost \$3-4 million to rebuild

Fire & Rescue Station – needs to be renovated and expanded or replaced. The current value is \$202,000 but it could cost \$3-5 million to replace

Highway Facility – valued at \$600,000 is in good condition.

Power lines and communication towers have a combined value of almost \$5 million.

Town capabilities were assessed as having a high level of effectiveness in planning with respect to many areas, including: Strategic conservation, emergency management, emergency response, building code compliance, bridge and culvert inspections. Examples of high capability in regulatory functions are in police, fire standard operating procedures building codes, and zoning ordinance as well as subdivision and site plan review regulations.

Examples of completed actions since 2014 are that the town is providing a stipend for rescue members since 2016. Emergency responders have provided educational services to students and staff on school security and Highway has replaced a number of culverts.

Suggested actions and priorities run the gamut from zero expense to millions of dollars and include a new or renovated fire station, more education and awareness programs, and making energy efficiency upgrades to town buildings.

Examples of action items within the Mitigation Action Plan with the highest priority (from 12 to 75) are:

Post appropriate signage for wooden bridge weight limit and enforcement (75)



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Town of Sutton

Hazard Mitigation Committee 2019



Tuesday, August 20, 2019 | 6:00 PM

Pillsbury Memorial Hall | 93 Main Street, Sutton Mills

Adopt Hazard Mitigation Plan into the Master Plan (74)

Update zoning ordinance to comply with NFIP Requirements to reduce impact of flooding (75)

Adopt written priority policy for clearing roads with no alternative or secondary access (71)

Adopt an impervious surface zoning ordinance (71)

Install a dry hydrant near the Post Office in South Sutton (70)

Establish a CERT in town (70)

Encourage Follansbee to consider installing fire alarms and upgrades to code (70)

Wendy Grimes, Rescue Chief, reviewed Plan Implementation. Chief Grimes discussed the 5 maps which were developed: Potential Hazards, Past Hazards, Critical and Community Facilities, Potential Hazards and Losses and Stream Crossings and Assessments.

Chief Grimes advised that future implementations steps are to establish a permanent Hazard Mitigation Committee to oversee the plan and meet quarterly. Actions will be worked on annual mostly done by the departments at no cost. Some actions will require funding within the operating budgets or need to go to town meeting for funding. Ms. Grimes advised that the Mitigation Action Plan should be reviewed and updated annually. Chief Grimes encouraged those present to review the appendices containing the assessments and implementation worksheets. Chief Grimes highlighted these detailed and important working maps which were available for the information session.

Chief Grimes discussed the next steps in the plan process which are that NHHSEM issues conditional approval and the Select Board adopts the plan. NHHSEM and FEMA issue a formal approval letter. Chief Grimes reiterated the purpose of the plan which is for grant eligibility and to apply for and receive FEMA mitigations funds including Hazard Mitigation Grants, Pre-Disaster Mitigation and Flood Mitigation Assistance.

Police Chief Korbet was introduced to moderate the general question and answer session. Betsy Forsham asked whether the past disasters were just within the past five years and was advised that it was beyond that time frame. Betsy Forsham asked if active shooters events were broadcast anywhere and was advised that Code Red could be utilized for that purpose and how to sign up was discussed. Local sheltering for hazard events was also discussed.

The Select Board acknowledged the substantial effort of the Committee participants.

There being no further business, the Public Information Session adjourned at 6:27 p.m.

Respectfully submitted,
Elly Phillips, Staff Coordinator



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Sutton Emergency Management
Town of Sutton, New Hampshire
Pillsbury Memorial Hall
93 Main Street | Sutton Mills, NH 03221 | 603-927-2403



Monday, November 4, 2019
FOR IMMEDIATE RELEASE

For more information contact:

Elly Phillips, Town Administrator

or 603-927-2403 or via email to townadmin@sutton-nh.org

PRESS RELEASE

Sutton Hazard Mitigation Plan Update 2019 Adoption Meeting on November 18

SUTTON: The Sutton Select Board will hold a duly-noticed public meeting on **Wednesday, November xx, 2019 at 4:00 PM at the Pillsbury Memorial Hall, 93 Main Street, Sutton Mills** to adopt the Sutton Hazard Mitigation Plan Update 2019 developed by the Hazard Mitigation Committee with the assistance of the Central NH Regional Planning Commission. The Plan's update, required by the Federal Emergency Management Agency (FEMA) every five years, will enable the Town to regain eligibility of federal disaster recovery and mitigation grant funding. The Plan has been awarded Approvable Pending Adoption (APA) status by NH Homeland Security and Emergency Management and now requires the Board's adoption before federal formal approval can be issued.

Copies of the **Sutton Hazard Mitigation Plan Update 2019** and its maps will be available for viewing at the Town Hall and online at www.sutton-nh.org prior to the meeting.

For more information, contact Elly Phillips, Town Administrator, at 603-927-2403 or via email to townadmin@sutton-nh.org.

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PUBLIC NOTICE OF MEETING TOWN OF SUTTON

11-4-19



Select Board Public Meeting for Adoption of the Sutton Hazard Mitigation Plan Update 2019

Sponsored by the
Hazard Mitigation Committee

Sutton Hazard Mitigation Plan Update 2019

Select Board Adoption

Wednesday, November 18, 2019 at 4:00 PM

Pillsbury Memorial Hall, 93 Main Street, Sutton Mills

All are invited to attend.

The Plan and Maps will be available for viewing at the Town Hall and
on the Town website at www.sutton-nh.org.

For more information contact Elly Phillips, Town Administrator,
at 603-927-2403 or via email to townadmin@sutton-nh.org.





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Outside Insides

By PETER ST. JAMES

Well we've moved from "Gee, summer's almost over, we've got to finish up our projects" to "They're calling for snow this week, we've really got to finish up our projects." It's not supposed to be a lot of snow, but just enough to remind us what lies in front of us for a few months.

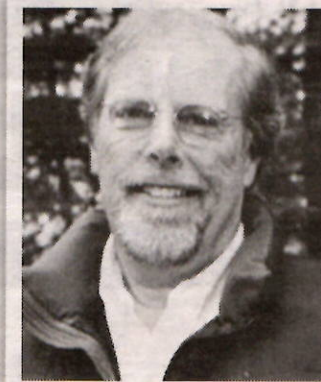
I picked up a new plow unit for the Gator and spent a bunch of last weekend scrambling to get it assembled ... just in case they missed the accumulation estimates! I was suitably impressed with the company and myself when I found all the screws, nuts and bolts included and there were none left over when I was done. Sadly it doesn't always happen that way.

Spent a little time last week in the woods but not as much as I would have liked. I'm going to try and remedy that this week when regular rifle season opens on Wednesday. I've taken a couple of days off so maybe I can get out there without work distractions accompanying me. We'll see how that works out. It sounds like we'll have some snow to work with on opening day. There are plusses and minuses to that though.

The recent cold weather, especially on Saturday morning when it started at 19 degrees, has really made me appreciate the clothing I wear outdoors. Let's face it, if you're cold, you not going to focus on hunting and you're not going to enjoy your time outdoors. You can layer your clothes, but depending on what you wear, you could be carrying around extra weight which doesn't add to the enthusiasm factor.

I usually don't make product endorsements because I believe there are many good outdoor gear lines available and much of the decision is personal choice. But, this one time, let me make an exception and make a case for Sitka gear. I switched all my clothing to Sitka a few years ago and haven't regretted the choice. Some of it can be a bit pricey, but my attitude is, "what's it worth to be warm and comfortable in any weather?"

One of the jackets I use for layering weighs about 10 ounces. A couple of the vests have GORE-TEX INFINIUM™ with WINDSTOPPER® so I'm never chilled by a northwest wind. And they weigh in at 9.1 ounces. The pants are flexible and



comfortable and weigh around 12 ounces. So you can see you don't measure effective layering by how much weight you add to what you wear. I've done it the other way with wool and flannel and I just never seemed to find the right mix. While I use Sitka's Sub-Alpine camo pattern for hunting, I've also bought some of the gear in solid colors that I wear to work and use every day. It's just that good. Check it out for yourself. And if you're looking for a Christmas gift, from my point-of-view, you can't go wrong with Sitka.

(Peter St. James, host of the N.H. Wake Up Show on WTPL 107.7FM in Concord is a member of the New England Outdoor Writers Association, Outdoor Writers Association of America and is a licensed N.H. Fishing Guide.)

Sutton Hazard Mitigation Plan Update 2019 Adoption Meeting set for November 18

SUTTON – The Sutton Select Board will hold a duly-noticed public meeting on Monday, November 18, 2019 at 4:00 PM at the Pillsbury Memorial Hall, 93 Main Street, Sutton Mills to adopt the Sutton Hazard Mitigation Plan Update 2019 developed by the Hazard Mitigation Committee with the assistance of the Central NH Regional Planning Commission. The Plan's update,

required by the Federal Emergency Management Agency (FEMA) every five years, will enable the Town to regain eligibility of federal disaster recovery and mitigation grant funding. The Plan has been awarded Approvable Pending Adoption (APA) status by NH Homeland Security and Emergency Management and now requires the Board's adoption before federal formal approval

can be issued.

Copies of the Sutton Hazard Mitigation Plan Update 2019 and its maps will be available for viewing at the Town Hall and online at www.sutton-nh.org prior to the meeting.

For more information, contact Elly Phillips, Town Administrator, at 603-927-2403 or via email to townadmin@sutton-nh.org.

Warner seeks artist for new mural

By RAY CARBONE
 Intertown News Service

WARNER – When you think of this picturesque New England town, what come to mind? Stately Mount Kearsarge? The historic Simonds school building? The aged old Fellows building that's now being renovated and restored? Or the nation's first ski trains that came up from Boston in the early 20th century?

Whatever it is, it could one day become part of a large public mural painting which will be displayed on a prominent wall in the downtown area.

The idea for the mural commemorating Warner's history has been advanced by the Warner Historical Society and the town's economic development advisory committee. The groups are currently soliciting proposals from New Hampshire artists to have the project completed and debuted at next year's Warner Fall Foliage Festival in October. The organizations announced the project last month, posting details at the society's website, www.warnerhistorical.org/mural.html.

The chairman of the advisory committee said the idea came up about a year ago. His group was thinking about ways of encouraging economic activity in Warner while the historical society was looking for ways to celebrate the 250th anniversary of the town's founding,

which is coming up in 2024.

"We want to share what we have with visitors," said Charlie Albano, at least in part because tourists bring money into town without adding significantly to municipal costs.

"We have the five museums and our two covered bridges, and there are people who will come out just to see a covered bridge," he said. In the same way, there are fans of large town murals who would gladly visit a small rural community like Warner just to see one.

The two groups decided on placing the mural on the exterior wall of the building at 2 East Main Street, where The Local restaurant and several other businesses are currently located. The outside wall space, which is approximately 50 feet by 12 feet, is clearly visible to people traveling in a westerly direction on Route 103 into the downtown area. Longtime Warner residents Rhonda Rood and Bob Egan, who own the building, agreed to the idea.

The new mural will not actually be painted on to the wall, Albano said. "That cement surface, the cinder blocks texture, will not hold the (colors) very well."

Instead, the mural will be painted on six carbon-fiber panels which will be attached to the wall, and

then hung next to one another from construction materials attached to the wall. The mural materials will resist color change and allow the mural to last for up to 25 years.

The historical society's website has a Request for Proposal application for artists – and, at this time, has restricted application to New Hampshire artists only. The idea is to have all artists' information submitted by March 1, then a seven-member committee of local business owners, the society, town officials and local artist will begin a process of choosing appropriate applicants.

The committee will then ask a handful of applicants to submit a more detailed proposal, and a winner will be selected by June 15. The goal is to complete the mural project by October 1, 2020, just as next year's Warner Fall Foliage Festival is scheduled to begin.

Albano said the mural project is estimated to cost about \$10,000, including all equipment and contingency costs. Members of the economic advisory group are talking with local businesses for sponsorship support, and some grant money may also be available.

For more information about the project, check out the historical society's website or send an email message to emmabatesvac@gmail.com.



TOWN OF SUTTON
Pillsbury Memorial Town Hall
93 Main Street Sutton Mills, NH
Sutton Mills, NH 03221
Select Board
November 18, 2019 @ 4:00 p.m.

The meeting was called to order at 4:00 p.m. by Dane Headley, Chair. Present at the meeting were Dane Headley, Chair; Robert Wright, Jr., Selectman; William I. Curless, Selectman; Robert DeFelice, Budget Chair; Adam Hurst, Road Agent; Cory Cochran, Fire Chief; Aaron Flewelling, Deputy Fire Chief; Tom Schamberg, State Representative; Gail Guertin, Budget Committee member and Elly Phillips, Town Administrator.

The meeting was called to order at 4:00 p.m. on November 4, 2019. The Board reviewed and approved the following manifests:

PAYROLL MANIFEST: \$10,435.83

VENDOR MANIFEST: \$16,639.18

BUILDING PERMIT:

The Board reviewed and approved the following building permits:

Finlay Florida Trust, 10-085-400, Meadowbrook Road, for a deck

Jason Abair, 01-578,450, Birch Hill Road, request for extension for permit 2017-43

CURRENT USE:

The Board approved an application for Current use for Robert Wright, Jr., 02-456-278 for 1.3 contiguous acres.

APPOINTMENTS:

At 4:05 p.m. Selectman Headley opened the public meeting to adopt the Sutton Hazard Mitigation Plan Update 2019. Elly Phillips, Town Administrator, presented the plans and maps. The minutes from the August 19, 2019 public information meeting were made available for review. There were no questions or comments from the audience. Selectman Headley acknowledged the significant effort of the committee and read into the record the following resolution.

A Resolution Adopting the Sutton Hazard Mitigation Plan Update 2019

WHEREAS, the Town of Sutton has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of the hazards profiled in the Hazard Mitigation Plan Update 2019 including but not limited to flooding, high wind events, severe winter weather, and fire, resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Town of Sutton has developed and received conditional approval from the NH Homeland Security and Emergency Management (NHHSEM) for its Hazard Mitigation Plan Update 2019 under the requirements of 44 CFR 201.6; and

WHEREAS, public and Committee meetings were held between November 2018 through July 2019 regarding the development and review of the Hazard Mitigation Plan Update 2019; and

WHEREAS, the Plan specifically addresses hazard mitigation strategies, and Plan maintenance procedures for the Town of Sutton; and

WHEREAS, the Plan recommends several hazard mitigation actions (projects) that will provide mitigation for specific natural hazards that impact the Town of Sutton with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make the Town of Sutton eligible for funding to alleviate the effects of future hazards; now therefore be it

RESOLVED by Town of Sutton Select Board:

The Hazard Mitigation Plan Update 2019 is hereby adopted as an official plan of the Town of Sutton; The respective officials identified in the mitigation action plan of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;

Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution; and
An annual report on the progress of the implementation elements of the Plan shall be presented to the Select Board by the Emergency Management Director or designee.

IN WITNESS WHEREOF, the undersigned have affixed their signature and the corporate seal of the Town of Sutton this 18th day of November, 2019.

The resolution was executed by the Select Board and signed and sealed by Carol Merullo, Town Clerk.

There being no further comment the public meeting was closed at 4:12 p.m.

At 4:28 p.m. Selectman Wright made a motion to enter into non-public session Non-public - under RSA 91-A:3,II(b) to discuss personnel matters. Selectman Curless seconded the motion. The Board was polled with Selectman Headley, Selectman Wright and Selectman Curless voting in the affirmative. Public session resumed at 4:58 p.m. the minutes were not sealed. The Board discussed setting the compensation for Adam Hurst, Road Agent, and Eugene Cote, Assistant Road Agent, upon completion of a six-month probationary period. Mr. Hurst received a salary increase of \$1.50. Mr. Cote received a salary increase of \$1.00.

At 5:00 Cory Cochran, Fire Chief; Aaron Flewelling, Deputy Fire Chief and Robert DeFelice, Budget Chair, met with the Board to discuss the obsolescence of the Fire Department's Scott Air Pack equipment.

Mr. DeFelice provided the Board with handouts describing three different replacement scenarios. Chief Cochran provided a history regarding the replacement schedule for air packs. Chief Cochran advised that the Scott Air Packs utilized by the Department were due for replacement, and the department was currently exploring options for the replacement of obsolete non-complaint air packs. Each oxygen bottle costs \$1,000 and each unit has two bottles. The Department needs to replace 13 packs (or 26 bottles). The air packs have an OSHA mandated 15-year life. Chief Cochran worked with Robert DeFelice to establish a replacement plan.

As a short-term solution, the Department was considering acquiring 13 used air packs with a 4-year life for \$1,000 each. This alternative would allow the Town to develop and budget for a long term solution. Chief Cochran reviewed the

matter with the Budget Chair. Establishing a capital reserve plan for replacement of the packs is necessary. Options for leasing the packs or acquiring new packs were explored.

Mr. DeFelice described the following replacement options.

- To replace all 13 packs immediately, the cost would be approximately \$100,000.
- To replace the packs with 13-used packs (with a 4-year usable life) would be \$13,000.
- To replace the 13 packs in four years, the cost would be \$127,000 (inflation projected)
- To lease to own, the projected cost would be
 - \$104,804 with a 3-year payment plan
 - \$106,482.49 with a 4-year payment plan
 - \$108,177.44 with a 5-year payment plan

Mr. DeFelice recommended acquiring the 13-used packs for \$13,000 and establishing a capital reserve in 2020. This would allow the Town to fund an expendable capital reserve for replacement over the next 4 years. This would result in 18 years of air pack coverage. The Town will then have an opportunity to keep the tax rate level and explore grant opportunities.

Chief Cochran recommended establishing the capital reserve to cover other life safety equipment such as the SCBA, thermal imaging camera equipment, and jaws-of-life which are all big ticket items.

Funding is available through the Fire Department operating budget to acquire the used equipment this year. Chief Cochran advised that this is because the Fire Department did not have to outfit any new members this year. Typically, the Department outfits two members at a cost of approximately \$6,000 each. Mr. DeFelice suggested the availability of the DeFelice Fund for a possible offset to the expense. Chief Cochran noted that in the interim, the Town could explore grant opportunities which are often available for this type of equipment. It was noted that the Town does not currently have a grant writer.

The Select Board supported the purchase of the used equipment in 2019 and the establishment of an expendable Capital Reserve for safety equipment and the acquisition of the used SCBA equipment in 2020.

The capital reserve for the fire department addition/facility was also discussed. As the department is still exploring options, they agreed to reduce the level of capital fund for the Fire Department addition/facility to \$70,000. In 2019, \$180,000 was placed in reserve for this purpose. To maintain level funding Mr. DeFelice was recommending that \$80,000 will go to road capital reserve and \$32,000 will be allocated to establish a capital reserve for safety equipment.

The Board expressed appreciation for the Department's willingness to be flexible with capital planning in order to help keep the tax rate level acknowledging this year's substantial increase.

OLD BUSINESS:

The Board noted that the Library Ramp RFP Pre-Construction Conference was scheduled for 11/19/2019 at 9:00 a.m. – Selectman Curless will attend on behalf of the Select Board.

The Board issued letters to abutters of a discontinued section of Birch Hill Road confirming discontinuance.

NEW BUSINESS:

The Board executed the 2019 Equalization Municipal Assessment Data Certificate.

The Board executed an Oath of Office Form for Yvonne Howard as Deputy Town Clerk/Tax Collector. Ms. Howard was appointed at the Select Board Meeting that was conducted on 11/4/2019.

The Board executed a dispatch contract with the Town of New London for year 2020 in the amount of \$25,601.00 noting an increase of \$178.82 over 2019.

The Board received a confidential residency report from the Kearsarge Regional School District.

The Board discussed retired computer equipment. Phillips was instructed to dispose of the equipment.

The Board received correspondence from Jack Noon regarding possible hazardous waste improperly disposed of on East Sutton Road. Adam Hurst, Road Agent, verified that there were materials in the location described. The materials are on private property. Phillips to follow up.

The library notified the Board that the supply budget line item was going over by \$1,200. The libraries total operating budget would not be going over.

Selectman Wright made a motion to approve an expenditure of up to \$1,200 from the Police Department Computer Equipment Capital Reserve fund for the replace on a non-compliant (life expectancy expired) workstation. Selectman Curless seconded the motion. The motion passed by a unanimous affirmative vote.

SELECTMEN'S COMMENTS:

Selectman Wright reviewed an article from the recent addition from *Town and City*, page 26, regarding municipal agreements.

There being no further business, the meeting was adjourned at 5:49.

Respectfully submitted,

Elly Philips
Town Administrator