

Chittenden County All-Hazards Mitigation Plan Review/Update Committee Meeting
DRAFT MINUTES

Date: **Monday, January 30, 2018**

Time: **9:00 a.m. – 10: 30 a.m.**

Location: **Main Conference Room, CCRPC Offices, Winooski**

Documents referenced below can be accessed at: <http://www.ccrpcvt.org/our-work/emergency-management/hazard-mitigation-plan/#plan-committee>

Attendees: Dave Allerton (Milton), Paul Conner (South Burlington), Brian Bigelow (Underhill), and Jessica Draper (Richmond)

Staff: Dan Albrecht, Lee Krohn, Regina Mahony

1. **Call to Order, Introductions and Changes to the Agenda**

The meeting was called to order at 9:00 a.m. Albrecht explained that he had been jammed up with other items last week and apologized that he had forgot to post the agenda to the website. There are no decision or action items on today's agenda.

2. **Public comments on items not on the Agenda** No members of the public were in attendance.

3. **Review minutes of January 9, 2017 minutes**

Albrecht provided a brief recap of the last meeting of the Committee twelve months ago. No action was made on the minutes due to the lack of adequate notice.

4. **Review draft CCRPC report on 2017 progress on Multi-Jurisdictional AHMP Actions**

Albrecht walked the group through the working draft of the report noting activities carried in support of the various recommend Actions in the following categories.

Category A: Assist municipalities with development of plans, policies and land development regulations

- Action A-1: Flood Resilience Planning
- Action A-2: River Corridor Protection
- Action A-3: Water Quality Bylaws
- Action A-4: Storm Water Master Planning
- Action A-5: Private Green Infrastructure

Category B: Promote municipal participation in development and implementation of Tactical Basin Plans

- Action B-1: Project Mapping
- Action B-2: Project Prioritization

Category C: Assist municipalities to develop and improve infrastructure

- Action C-1: Municipal Roads General Permit
- Action C-2: Transportation Infrastructure Mitigation Project Scoping

Category D: Assist municipalities in protecting people, building and facilities

- Action D-1: Reduce Future Flooding Risk for Existing Development
- Action D-2: Create New Flood Storage Capacity

Category E: Assist municipalities in promoting growth in appropriate locations and transportation infrastructure planning

- Action E-1: ECOS Strategy 3.2.2 Implement ECOS Action Item 1: Invest in areas planned for growth
- Action E-2: ECOS Strategy 3.2.2 Implement ECOS Action Item 6: Metropolitan Transportation Plan Investments

Category F: Assist municipalities in meeting standards to minimize required municipal share towards FEMA Public Assistance project costs

- Action F-1: Facilitate municipal adoption of four Base standards for ERAF
- Action F-2: Facilitate municipal adoption of bonus ERAF measures

Overall, the CCRPC made good progress on the recommend Actions in Categories A, C, E and F. Not much work on Category B but that should increase with work this year on the Winooski Tactical Basin Plan. With regards to Category D, no requests from municipalities were received for assistance with these actions. Albrecht noted he hopes to get the report out next week once its completed.

5. **Overview of planned solicitation of progress by municipalities on local AHMPs**

Albrecht has also been working on the template for relevant staff from each Town to complete. Like the report on the Multi-Jurisdictional Plan, this will serve to track implementation results which can then facilitate a smooth mechanism when the Plans need to be updated by the March 2022 deadline. Mahony asked Dan to populate the boilerplate text needed for the MRGP-related actions. Dan will send the templates for each Town's report to relevant staff (usually public works staff) with a CC to Committee members.

6. **Discussion of 2017 Disasters (DR#4356 and DR#4330)**

There was a brief discussion regarding DR4356 the storm which occurred in late October and was recently declared as a Federal disaster in early January primarily due to the heavy amounts of downed trees. Damages incurred by Vermont Electric Co-op were the primary reason that the damage threshold was met supplemented by damages documented for the following towns in the County: Colchester, Essex, Huntington, Richmond, South Burlington, Underhill and Westford. Albrecht also noted that a declaration was declared for intense rainstorms occurring around July 1st which Krohn confirmed as DR#4330.

Albrecht asked the members present if they anticipated the need for a dedicated program to better mitigate the potential for power outages due to these intense storms. Some members said they have done some proactive trimming of trees hanging over the right-of-way (for example, to allow more sunlight in to melt ice on the roads). One member noted that sometimes tree fall is delayed months after a storm. Members noted that a concerted effort can be problematic as many times the trunk of the trees are located on private property beyond the right-of-way.

7. **Overview of 2018 monitoring of AHMPs**

Albrecht indicated that he will repeat the Implementation Tracking process later this year and also create in the fall of 2018 a more formal Biennial Review report to assess the situation and address various questions such as whether

- *The goals and objectives address current and expected conditions;*
- *The nature, magnitude, and/or type of risks have changed;*
- *The current resources are appropriate to implement the plan;*
- *There are implementation problems (e.g., technical, political, legal, fiscal, or coordination issues);*
- *The outcomes have occurred as expected; and*
- *The agencies and other partners participated as originally proposed.*

Albrecht indicated that the next meeting would be in January 2019.

8. **Adjourn**

The meeting was adjourned at approximately 10:00 a.m.

Respectfully submitted by Dan Albrecht