

**Hazard Mitigation
Boscawen Municipal Complex**

**Meeting Minutes
Tuesday, October 28, 2019 @ 9:00 AM**

Mark Varney – Emergency Management Director, Kellee Easler – Health Officer, Tim Kenney – Fire Chief, Bruce Crawford – Penacook-Boscawen Water Precinct, Ed Cherian – Chair Board of Selectmen, Katie Phelps – Finance Director, Julia Chase, Senior Field Rep – NH HSEM, Kevin Wyman – Police Chief, Dean Hollins – Public Works Director, Lorrie Carey – Board of Selectmen, Adam Egounis – Public Works, Fire, EMS, Stacey Elliott – CAPHN

Kellee Jo Easler explained that this is the first review meeting for the Hazard Mitigation Committee. There was a package submitted to each member. Part of keeping this current is having regular meetings. This is the first one of the year and she's hoping to have one in December. Handouts she sent: Mitigation Action Progress Report which is to be filled out if there is something that is changed. Status tracking which should show any changes done within departments. This is where the department would log the changes. A critical assessment, appendix a, which goes over different places in town. Annual implementation – Mitigation Action Plan for 2018 which is what is in the Hazard Mitigation booklet. It goes through time action, ranking, etc. They need to go through that booklet to see if anything has been done or changed. Chapter 9, the last sheet is the annual implementation evaluation. This is the breakdown of how to go about it. The State wants the group to meet 4 to 6 times a year, but at least twice a year would be best.

Develop Town Snow Plow Policy to Reduce Winter Weather Impacts: Short Term: 1-2 year action time frame. This is part of public works. This would be a written policy stating when the roads are plowed. Dean Hollins stated that they have worked on it, but it isn't completed yet. Mark Varney says they just need to develop the written policy of what they are doing. Non town roads are not included in this.

Updated the Zoning Ordinance to comply with NFIP Requirements to Regulate Building in the Flood Plain: Long Term: 4-5 years then on going. The Planning Board handles it. This is not something that they have looked at yet, but the Planning Board will in the next year.

Update the 2001-2002 Master Plan to Support the Development of Zoning Ordinances and Regulations that Help Protect the Town from Natural Hazards: Short term 1-2 years ongoing. They do this yearly, so it's in the process and it's ongoing. Each year they try to update. Last year they updated natural resources and transportation. This year they want to do economic development.

Hold Discussions on the Merits of Requiring New Developments to Install Underground Utilities to Reduce the Impact of Storms, Wind and Winter Events to the Community: Short Term 1-2 years. Handled under the Planning Board. They should encourage new places that come into town to do underground utilities. They haven't done that yet. They are waiting for the new King Street Corridor to come through. The quicker you have an ordinance in place for new construction, the easier it is. Ed Cherian said it is a large cost. Easler stated that any suggestions

or changes need to be brought to her. Cherian said it should be placed on the future Planning Board's agenda. Cherian noted they could offset impact fees as a way to encourage development of this sort.

Roll Call: Kellee Jo Easler, Mark Varney, Ed Cherian, Bruce Crawford, Tim Kenney, Lorrie Carey, Katie Phelps, Stacey Elliott, Adam Egounis, Dean Hollins, Kevin Wyman, Julia Chase.

Continue the Manufactured Home Acquisition and Demolition Program Where Appropriate to Ensure Park Neighborhoods are Safer from Storm, Wind Events and Fires: Short Term 1-2 Years. Tax Collector and Board of Selectmen. Easler reports that they have been working on this. Cherian stated they have made some progress on this with removal of the trailer park next to Alan's Restaurant last year.

Develop a Policy for the Provision of Potable Water to Downtown Businesses during a Storm, Wind or Winter Event that Causes Utility failure: Short Term 1-2 years then ongoing. Emergency Management with the Water Precinct. Easler said King Street businesses are on Penacook Boscawen Water Precinct for public water. This policy hasn't been started yet. Bruce Crawford stated that they have generators when they have no service. All water is fed from storage tanks which is gravity fed. You can go a few days without the pumps running. Varney asked if it were a commercial business wouldn't they be responsible for bringing in their own water if it runs out? Crawford said yes. Cherian said the scoring should be lowered. Could they bring in another generator in if necessary? Crawford said yes they could. Varney thought it was specific to downtown businesses. Crawford noted that there are many water hauling contractors in the area. Easler asked if they wanted to leave this on the list or change anything. Varney thought they should drop the scoring on it. They are not in any kind of order. Cherian thought it was ranked on probability of happening. Varney and Cherian felt it should be left where it is.

Improve the Site Plan Review Regulations and Establish Standards, including Building Design, Landscaping, Access Management, and Storm Water Drainage, to be met by all new Developments along the King Street Corridor to Be Safer from Storms, Wind, Winter Weather and Other Hazards: Short term 1-2 years. Planning Board. Easler reported they are in the process of combining site plan and subdivision regulations to become land use regulations. This would be something they would talk about in that newly formed booklet and maybe add that in. The Village District is the first step. It has been discussed a little at the Planning Board meetings. Crawford felt they could drop the scoring on this significantly as it has nothing to do with mitigation. Lorrie Carey had concern with the parking aspect. Chief Kenney said that for the future there is a new form of pavement that is more porous that Salem has been using. Drop the ranking was agreed on. The Planning Board should look at that.

Upgrade Water Street Hydrant System from the Corner of Raymond Road by Water Precinct to Ensure Safe Water Delivery: Long Term 4-5 years. Water Precinct. Ranking is 61. Approximate cost is \$500,000 to \$1,000,000. There are small pipes. Effective locations would be Water Street and Raymond Road. They would put in a pump station or water tank a possibility. There has been a lot of discussion regarding this. Crawford thought that the long term plan is to put another water tank near the old pump station. It's approximately \$1,000,000. No changes.

Upgrade North Water Street Culverts to Protect from Flood and Debris: Long Term 4-5 years. Ranked at 73. Cost \$5,000. This would be funded by Public Works. Dean Hollins spoke – they have been watching the culverts and have had no issues with them. A number of them have been replaced. Hollins stated he'd like to delete this one. DELETE.

Upgrade Corn Hill Road Culverts to Protect from Floods and Debris: Short Term 1-2 years. Ranking 75. Public Works Hollins has replaced culverts to handle this. Delete this one. DELETE.

Collect Baseline Data and Develop Inspection Program for Culverts and Erosion – Prone Areas: Short Term 1-2 years. Public Works 75% ranking. Dean Hollins has not done anything with this. Leave it where it is.

Establish an EOC with Appropriate Equipment for Emergency Response and Operations: Long Term 4-5 years. Emergency Management. Varney stated that they have been working on all of the EOC items. Currently as far as equipment goes they have acquired a pickup truck which will be available during emergencies. They have a portable radio on order for communications. They are waiting for a grant for lap tops for emergency use. It is a Dell version of a Tough Book. They are also working on the fact that the PD is not the greatest place for the EOC as they bring people in and out through the officer's area. The Fire Chief agreed to move the primary EOC to the Fire Department. Long term they are looking at replacing the Town Municipal Complex generator with a larger one that will handle the building minus the library and moving the EOC there or making it the secondary EOC. Julia Chase asked does the emergency operations plan reflect that. Varney said it will going forward. The change in the generator will be about \$150,000. Cherian stated that the select board discussed it last week and hoping this week's meeting they will move forward with a study. Chase: \$75,000 can be funded in cash through their EOC program. Public Works does not have a generator at their facility. Stays on the list. It will be updated in progress.

Construct a new Public Works Garage to Current Code to enable Better Response to Storms, Winds, and Winter Events: Long Term 4-5 years. Public Works \$500,000 to \$750,000. Hollins noted they are still raising money for this item. He'd suggest extending the time line. Cherian thought it should be extended to 5-10 years.

Investigate the Utility of Lightning Rods along the Municipal Building Rooftops and Associated Grounding Systems to Mitigate Lightning Strikes: Medium Term 3- 4 years. Building Department The historical brick is particularly vulnerable to lightning strikes. Cherian understood from a conversation that he had with Alan Hardy that even if they had lightning rods it probably wouldn't help. Leave it as is.

Upgrade Goodhue Road Catch Basins from Erosion and Scouring: Public Works. Short term 1-2 years. Hollins stated it's done. DELETE.

Install a Generator at the Town Office to Run the EOC and Town Office Functions during Storms, Winds, winter and other Hazard Events: Short Term 1-2 years. Town Administration Cherian thought they should change the dollar value. Varney gave a total cost of approximately \$162,000.

Establish a Partnership between the Town and State to Protect the Hannah Dustin Island Historical Moment by Reducing Erosion: Short Term 1-2 years. Easler doesn't know of anyone doing anything with this. =Carey thought the Historical Society has been involved with the clean-up of that area. Crawford stated that they have finally hired a contractor to mow out that.

Obtain Access for a Fire Department Boat Launch on the Merrimack River by Grading Existing Gravel Farm Road: Medium Term 3-4 years. Fire Department Adam Egounis said nothing has been done on this one. His idea was that they take care of the trouble zone. There is an access road that goes to the river but it is steep. His idea was to fix that so they could get their boat down there. They could also gate it once upgraded. It is State of NH land and Cherian thought perhaps this could be done with an agreement with the State, similar to the circle agreement they just completed.

Educate the Public about Unsafe Trees to Reduce Storm Damage: Short Term 1-2 years Public Works Ongoing. DELETE.

Educate Homeowners about Snow Load Damage Prevention to Prevent Building Collapse: Short Term 1-2 Years Ongoing. Building Department. No change.

Next meeting will be held on December 16, 2019 @ 9am in the 4th Floor Meeting Room.

*Respectfully Submitted,
Rose Fife, Recording Secretary*