

6 CAPABILITY ASSESSMENT

Local mitigation capabilities are existing authorities, plans, ordinances, policies, mutual aid, programs, staffing, technical skills and assets, funding, outreach, public education, and resources that reduce hazard impacts or that could be used to help implement hazard mitigation activities. These capabilities were inventoried for the **Boscawen Hazard Mitigation Plan Update 2018**.

The **Capability Assessment** contains an inventory of locally-important existing mitigation support activities, or capabilities, which have a positive impact on the way hazard events are handled within the community. Most capabilities are not hazard mitigation Actions but support the Action Plan and help decrease the community's hazard risk. These community-strengthening capabilities are not STAPLEE-rated (Social Technical Administrative Political Legal Environmental and Economics questions) like the Actions, but instead the capabilities serve to sustain and assist the community to maintain and accomplish its hazard mitigation Actions and priorities. Selected **Future Improvements** (mitigation-oriented) to some of these capabilities have the potential to be considered as Actions in **7 POTENTIAL ACTION EVALUATION** and **8 MITIGATION ACTION PLAN**.

Capability Assessment Types

Planning & Regulatory

Administrative and Technical

Financial Resources

Education and Outreach

**See instructions Page 3.
Email revised Word File
from all Departments to
SA by Wed 01-03-18.**

There are four overall Capabilities considered for which an inventory of mitigation support items was identified by the Hazard Mitigation Committee, **Planning & Regulatory**, **Administrative and Technical**, **Financial Resources**, and **Education and Outreach**.

Each Capability had inventoried the latest version or adoption Date; a Description of the item; the location of the capability in Town; the Level of Effectiveness of the Capability; which Department, Board or other has Responsibility for the capability; what Changes were made to the capability since the **2012 Hazard Mitigation Plan**; and Future Improvements to the Capability.

Town Capabilities

A summary of the items within the four Capability tables is provided here to offer a portrait of resources Boscawen has at hand to assist with mitigation. Careful consideration of each Capability's **Level of Effectiveness** helped the Departments to determine any clear **Future Improvements** to undertake. Many of the Town's Capabilities involved existing plans, procedures, reports, policies, regulations, and resource documents from individual Departments. These plans and documents were reviewed and incorporated into the **Capability Assessment**.

Level of Effectiveness	Description
High	Capability is working well and is regularly followed
Moderate	Capability could use some revisions but is followed
Low	Capability is not working and needs revisions

Future Improvements to these documents were identified and many later became Action items in **8 MITIGATION ACTION PLAN**. Capabilities of all Town Departments and the School District as related to hazard mitigation are detailed within the following tables.

PLANNING AND REGULATORY CAPABILITIES

The planning and regulatory capabilities displayed in **Table 32** are the plans, policies, codes, and ordinances that reduce the risks or impacts of hazards. There are 3 categories: Plans, Codes, and Regulations. Most of the documents listed below are the Town's documents, but others are School, local, regional, state and federal which support the Town's the hazard mitigation goals, objectives, and/or Actions.

DEPARTMENT ABBREVIATION KEY:

FD	Fire & Rescue Department
EM	Emergency Management
PD	Police Department
CE/BI	Code Enforcement/Building Inspector
PB	Planning Board
PWD	Public Works Department
BOS	Board of Selectmen
CC	Conservation Commission
MVSD	Merrimack Valley School District
PBWP	Penacook-Boscawen Water Precinct

WS2 12-18 BOSCAWEN Haz Mit Committee:

1. This data below in the following tables is over 5 years old and requires updates & additions & deletions.
2. **REVIEW EACH ROW** to ensure Capability Name is Accurate.
3. **ADD NEW CAPABILITIES** to reflect Department information (See examples provided at the bottom of each Table).
4. **UPDATE** the data **IN EACH COLUMN OF EVERY ROW** (Capability) to reflect 2017/2018 information. We cannot have a single empty cell else the Plan will not be accepted.

HOW TO UPDATE TABLES

EACH DEPARTMENT (see key prior page, please review & complete the revisions to these Tables.

Use Word's Track Changes feature OR

- ~~Use Red text & strikeout to show deletions~~
- Use Blue text to add new
- Use yellow highlight to indicate any changes to existing text

Any revisions must be identified in some visual way or they cannot be copied into the master document Stephanie holds. She will collate everyone's responses into one updated Chapter.

EMAIL YOUR DEPARTMENT'S REVISED WORD FILE to

Stephanie at salexander@cnhrpc.org **DUE by WED 01-03-18.**

Table 32

Planning and Regulatory Capabilities

Latest Adoption or Version Date	Capability Assessment: Planning and Regulatory Resources	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
PLANS							
DATE OF LATEST FOR EACH	TITLE OF EACH PLAN/POLICY	UPDATE	CONFIRM	UPDATE	CONFIRM	UPDATE	UPDATE
20xx?	PB Capital Improvements Program	The PB CIP is not currently updated annually. 2003 – 2008, 2008 – 2013 updates. Town Admin and PB are always referring to it. For PB, it helps with major subdivisions.	Entire Town	High	Planning Board	Rewrite due in 2013	Revise the CIP and adjust annually as needed
Mar 2012	EM Emergency Operations Plan 20xx	Last updated Mar 2012 in the ESF format. EOP describes who's responsible for what actions during an emergency. Includes general warning systems, chain of command, media, lists of resources, maps and lists.	Entire Town	High	Emergency Mgt	?	Update to 2015 ESF format, Exercise and test the Plan and ESFs. Reaffirm annually
December 2012	EM Hazard Mitigation Plan 2012	Adopted by Town & FEMA in 2012 and currently being updated 12-18	Entire Town	High	Emergency Mgt	Updating as of 12-18	Review & update on an annual basis in accordance with Mitigation Action Plan
20xx	MVSD Elementary School Emergency Management Plans	The EMP contains information for fire drills, what students, parents, and teachers will do in the event of an emergency. All schools in the Merrimack Valley School District are operating under the same procedure.	Boscawen Elementary School in MVSD	High	School Principals with EMD support	?	?
2002	PB Master Plan 2002	Master Plan 2001-2002. Because of the plan, the PB has tailored zoning, subdivision regulations, and site plan review regulations.	Entire Town	High	Planning Board	Initial planning started for 2012 plan update. In consultations with outside contractors	MP should be updated by PB as a guiding document for the Town & Committees and utilize/implement the document.

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Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
	EM Dam Operational Plans	Have several H, S, L or NM private dam plans on record that need to be reviewed. Most plans are done by engineers.	Dams	High	Emergency Mgt		Review the dam plans annually for maintenance
BUILDING CODES,		PERMITTING, INSPECTIONS					
DATE OF LATEST FOR EACH	TITLE OF EACH PLAN/POLICY	UPDATE	CONFIRM	UPDATE	CONFIRM	UPDATE	UPDATE
April 19, 2010	PB FEMA Flood Insurance Rate Maps	Adopted by Town, used for Merrimack & Contoocook Rivers, streams, brooks	Floodplains	High	Planning Board/ Land Use Dept Staff	FEMA has not provided new maps since then	Continue using maps in Town offices and noting any substantial deviations
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
2009	BI State Life Safety Code 2009, Construction Inspected by the Town Building Inspector and Fire Dept	New construction is continually evaluated during the process with the final inspection conducted by both the Fire and Building Officials prior to the issuance of a certificate of occupancy.	Entire Town	High	Building Inspector with Fire Dept assistance	Town only enforce when State adopts the new code	Would like to see the State adopt the current version
2009	State Building Code (International	Contains a suite of residential, commercial, plumbing,	Entire Town	High	Building Inspector	Town still follows the	Would like to see the State adopt

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	Building Code 2009)	electrical, mechanical, energy, and existing buildings				code from 2009	the current version
2009	FD NFPA 101 Life Safety Codes Occupancy Inspections	Contains 15 types of occupancies that may be inspected by Fire Departments - Places of Assembly - Mercantile - Business - Health Care - Ambulatory Health Care - Residential Board and Care - Day Care - Educational - Apartment Buildings - Lodging or Rooming Housing - Hotel or Dormitory - 1 and 2 Family Dwellings - Industrial - Storage - Detention and correctional	Places of Assembly, Day Cares, and Educational sites	High	Fire Dept	Continued inspections for these 3 types	Would like to see the State adopt the current version
2009	FD NFPA 1 Fire Codes Permitting	Section 1:12, and Table 1.12.7a specifically outline instances when permits are required	Select Structures	High	Fire Dept	Continued to issue permits	Would like to see the State adopt the current version
LAND USE PLANNING, ORDINANCES, REGS							
DATE OF LATEST FOR EACH	TITLE OF EACH PLAN/POLICY	UPDATE	CONFIRM	UPDATE	CONFIRM	UPDATE	UPDATE
2010	PB Floodplain Ordinance to Regulate Development in the Floodplains	Ordinance was updated in March 2010 to FEMA requirements of April 19, 2010 maps and revisions.	Floodplain areas – Merrimack & Contoocook	High	Planning Board/ Code Enforce	?	Continue to update as FEMA requires
20xx	PB Cistern Placement Regulations in Subdivision and Site Plan Regulations	Developers of housing or businesses are required to site and maintain cisterns on location through Subdivision Regulations and Site Plan Review Regulations so a water	New Developments	High	Planning Board	?	?

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		source will be available for fire protection.					
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
	PB Manufactured Housing Ordinance in Zoning	The Manufactured Housing regulations in Zoning disallows additional units to be placed on individual lots and disallows new manufactured housing subdivisions. State building codes need to be reviewed to ensure regulations are consistent. This project helps mitigate the effects of flood disaster events.	Floodplain areas		Planning Board/ Code Enforce		
	PB Flood Hazard Regulations in Subdivision Regulations	The Subdivision Regulations contains provisions that state land to be subdivided which is subject to periodic flooding or has poor drainage must be proven to be able to sustain development.	Floodplain Hydric Soils areas, Wetlands	Medium	Planning Board/ Code Enforce		Review state building codes and define what details need to be shown on a construction drawing and state this within local regulations. Check to see if necessary amendments were made to the Subdivision regulations to meet NFIP policies.
	PB Industrial Zoning Regulations	As a recommendation from the Emergency Management Plan, industrial zoning regulations help protect the floodplain.	Floodplain	High	Planning Board/ Code Enforce	Planning Board continued to use these regulations for relevant developments.	Review with ZBA for consideration of land use application, best land management.
	BOS Flood Storage Land Obtained- 8 Properties Smith Street Property	Owners of mobile homes on in the floodplain applied to FEMA for acquisition and/or relocation .		High	Board of Selectmen		Project is complete. Will monitor for potential erosion and flooding issues.
	PBWP Ordinance Procedures in	The procedures prevent spillage. Must test septage to ensure it is not contaminated	PBWP Area	High	PBWP		

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	Place Against Contamination	with gasoline. Must obtain a DES permit renewed every 5 years.					
	PB Shoreland Ordinance	Cites the Shoreland Water Quality Protection Act 483-B	Shorelands and Great Ponds	High	Planning Board		
	PB Road Design and Construction Standards (Subdivision /Site Plan Regulations)	PB updated documents recently. Engineer contracted for application to follow the standards	Entire Town	High	Planning Board		
	PB Stormwater Construction and Maintenance Standards (Subdivision /Site Plan Regulations)	PB updated documents recently. Engineer contracted for application to follow the standards	Entire Town	High	Planning Board		

Source: Boscawen Hazard Mitigation Committee

ADMINISTRATIVE AND TECHNICAL CAPABILITIES

The administrative and technical capabilities in **Table 33** include staff, volunteers, and their skills and tools that can be used for mitigation planning and to implement specific mitigation actions. Smaller jurisdictions without local staff resources often rely on public or shared resources. There are 3 categories: Admin Programs, Staffing, and Technical Capabilities.

Table 33

Administrative and Technical Capabilities

Latest Adoption or Version Date	Capability Assessment: Administrative and Technical	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
ADMINISTRATIVE PROGRAMS AND POLICIES							
DATE OF LATEST FOR EACH	TITLE OF EACH AGREEMENT, PROCEDURE, SOG	DESCRIBE/UPDATE	CONFIRM	UPDATE	CONFIRM	UPDATE	UPDATE
20xx	PD Standard Operations Guidelines (SOGs)	Policies would cover vehicle operation, pursuit driving, accident investigations. Everyday operations are addressed.	Entire Town	High	Police Dept	Working on emergency mental health policy. SOGs updated to include compliance with new laws	Add a policy or procedure for lock down of schools and PD response to lock down event.
20xx	PD Mutual Aid Agreement	The Police Dept Mutual Aid Agreement (MUA) is agreements with Northfield, Canterbury, Concord, Webster, Salisbury, Franklin, Warner, Pittsfield, and Hopkinton which are signed by both Chiefs. The MUAs are updates when a new Department comes on board in any community.	Entire Town and Region	High	Police Dept	Department has renewed MUAs with other towns.	Incoming Departments of mutual aid agreement communities will review and renew
20xx	PD Disaster Response Functions	Police officers perform functions of traffic control and protection of life and property in the event of a disaster. In May 2006 and other times during flooding events, PD made sure roads were passable	Entire Town	Medium	Police Dept	Maintained the MUAs and kept up to date with surrounding Towns. Added an emergency response trailer from the Capital Area Public Health Network	Be more involved with the Capital Area Public Health Network and utilize the assets available.

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						(stage 1 of two trailers).	
20xx	PD/ EM Independent EOC Operation During Disaster	Separate communication, housing, command post, and a generator allow the PD and EMD to function independently if needed at the EOC. This has not yet been tested in an emergency	EOC / Municipal Building	High	Police Dept/ EM	?	?
January 2017	FD Member of Capital Area Fire Compact Mutual Aid (CAFCMA) and Dispatch	Participate with the Capital Area Fire Mutual Aid Compact of 23 agencies. All dispatching for the Town goes through the CAFCMA. Member for over 20 years.	Entire Town, and resources to other communities	High	Fire Dept	FD participates in exercises and annual drills. Town converted to CAFCMA narrow bandwidth	Working well, continue to participate
20xx	FD Vehicle Driving Protocol	Vehicle driving protocol states what drivers should do and should not do. State law does not require CDL for fire truck operation but the Town encourages it.	Entire Town	High	Fire Dept	?	Encourage all fire fighters to procure a CDL license to drive a fire truck.
20xx	FD Equipment/ Apparatus Maintenance Programs	Maintenance programs on the equipment, with check off lists done periodically on SCBA, apparatus, and all equipment to ensure proper operating order.	Entire Town	High	Fire Dept	Periodic maintenance programs were set as monthly	?
20xx	FD Standard Operating Procedures (SOPs)	Standard operating procedures for discipline, code of conduct, response to calls, personal vehicles, etc	Entire Town	High	Fire Dept	Updated the SOPs with ____	?
20xx	EM Emergency Management Grant Coordination	EMD keeps abreast of FEMA grants through field rep, email, etc to be aware of any programs for which the town may qualify	Entire Town	High	Emergency Mgt	?	?
20xx	EM American Red Cross MOU	Close working relationship with Red Cross. All verbal, no signed MOU. No official Town shelter, although one being sought with MVSD at Boscawen Elementary.	Entire Town	High	Emergency Mgt	EMPG Generator application submitted for Elementary School shelter	Obtain signed MOU for assistance
20xx	PWD Equipment Maintenance Protocol	Equipment maintenance is verbal. Every 3,000 miles every piece is serviced. All large equipment items have books which are followed for service	Entire Town	Medium	Public Works Dept	Followed the service manuals for the maintenance. Took steps to institute preventative	Develop a written policy of how to maintain and service each piece of equipment.

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						maintenance on the equipment	
20xx	PWD Communications Protocol	Communication so everyone knows where everyone is going during the day. All have radios. Foreman keeps track of everyone, five on the crew. Schedules are hard to work out when activities are always changing.	Entire Town	High	Public Works Dept	?	?
Dec 2017	PWD NH Public Works Mutual Aid Agreement Member	Member of NH PW Mutual Aid Compact. Renewed 12/18 for annual membership	Entire Town, State	High	Public Works Dept	Yearly agreement, send and receive mutual aid	Continue to maintain agreement and renew yearly
20xx	PWD Winter Operations Policy for Plowing Routes	Each driver has their own plow route. Routes are split by priority. Not written, but institutional memory. Priority depends on time of day, weather, etc. In process of developing a written policy.	Entire Town	High	Public Works Dept	?	Develop a written plow policy in spring 2012.
20xx	PWD Culvert Maintenance Program	Frequently doing ditch work, inspecting culverts. Clean and remove undersized culverts as budget and time allow.	Roadways	High	Public Works Dept	?	Increase the size of culverts, which would require additional funding in the culvert maintenance line item of the budget.
20xx	PWD Procedure to Trim Hazardous Trees	Regularly trim trees as weather permits. By how bad the roads are grown in, these are the priorities. Have a tree maintenance budget for trees that need extra assistance to be cut down.	Roadways	High	Public Works Dept	?	Continue to trim trees on a regular basis to mitigate wind, snow, and ice.
20xx	PWD Annual Road Upgrade Plan	PW chooses a mile of road per year and rebuild from the gravel up to the asphalt. New drainage, ditch work, pavement.	Roadways	High	Public Works Dept	?	Continue to rebuild one mile of road per year. Cost will affect the culvert maintenance line item of the budget.
20xx	MVSD Safe Routes to School	Project extended a sidewalk from Main St sidewalk into Elementary school. This will	Around Elementary School,	High	MVSD and Town Admin	Complete design work and implement the results.	?

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	(Elementary School)	make it safer for students to walk to school.	B.E.S.T. Avenue				
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
	PD Standard Operating Procedures (SOPs)	SOPs include pursuit policies, taser, rifle, domestic violence, arrest procedures, homicide, bank procedures, sexual assaults, accidents, psychological problems, and multiple others. LCG will come up with base policy and procedures, has not yet come out.	Entire Town	High	Police Dept		Continually review and update policies according to trends in police operational procedures.
	PD Traffic Management Procedures	Traffic management procedures are used to control traffic corridors when an accidents, hazardous materials spills, or natural disasters occur. Invested in emergency traffic management equipment related to procedures. Training has also occurred.	Roadways	High	Police Dept		Keep up to date on training and equipment purchases.
	PD Member of NH State Police SWAT Unit	Member of Central NH State Police SWAT unit for high risk warrants, missing persons, barricaded subjects, hostage situations.	Town-wide	High	Police Dept		Continue participation an training
	PD Merrimack County DWI Task Force Member	Merrimack County DWI Task Force members to provide 12-14 sobriety check points in 6 towns, and 22 saturation speed grants with three other towns. Still active with them, sat speed grants.	Entire Town	High	Police Dept		Utilize DWI State command bus RV. Everything done on scene at sobriety checkpoints with no need to transport off the scene when more officers are hired. Increase the number of speed patrols.

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	FD Call "Response Cards"	Call "Response Cards" indicate who responds to which emergencies or disasters within the Mutual Aid (MUA) Compact. Town was rezoned into 6 different fire protection zones for MUA towns coming in.	Entire Town	High	Fire Dept		As Boscawen grows, reevaluate the effectiveness of the 6 protection zones.
	FD Sand-Bagging of Dams Procedure During Periods with Potential for Flooding	This activity is jointly undertaken by the Fire Department, Highway Department, Police Department, and volunteers with materials provided by the NH HSEM.		High	Fire Dept		
	FD Standard Operating Guidelines (SOGs)		Entire Town	High	Fire Dept		Continue to review and revise
	PWD Town Roads Policy	Indicates which uses are permitted on which roads, road maintenance procedures	Roadways	High	Public Works Dept		Formalize and adopt the Town Roads Policy.
	PWD Procedure to Communicate with Utility Companies to Cutback Overgrown Limbs	Removing overhanging limbs near power-lines will reduce that potential hazard in the Town. Communicate regularly with PSNH and other utility companies to make sure that branches are cut back from power lines to reduce the potential hazards from wind.	Roadways	High	Public Works Dept		Continue communications as needed, be proactive to ensure elimination of hazardous limbs before they fall
	PBWP Regular Waterline Maintenance Programs		Water Precinct	High	Penacook Boscawen Water Precinct		
	SD Boscawen Central School Evacuation Procedures		Elementary School	Low	School Principal		

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TECHNICAL SKILLS, ASSETS AND RESOURCES							
# OF PEOPLE OR RESOURCES	TRAINING, ASSET, RESOURCE	DESCRIBE	WHERE	NEW: DO YOU HAVE ENOUGH? – Low, Moderate or High	WHO	CHANGES over last 5 years	ID Future Improvements
#xx	PD Neighboring Community Joint Training	Some neighboring towns do not have a lot of police support. Training with Franklin & Webster is beneficial to all towns. Training should include working with firearms, personal safety, etc. In-service training is shared with those towns.	Entire Town	High	Police Dept	?	Continue training
#xx	PD Annual Officer Training and Certification	Officers and Chief undertake training through _____, including ICS, firearms, chemical spray, OC, Taser, munitions, handcuffing, baton, school disasters, hostage situations firearms, mental health emergency, Special Operations Unit (SOU), accident reconstruction, and other training as appropriate. The PD has mandatory in service training once per month. Most training is conducted at the PD, but sometimes instructors are brought in. Outside training is done through the State. Everyone goes to the Academy one or two times per year for formal training.	Entire Town	High	Police Dept	Added _____ training	Continue training (motor vehicle accident, haz mat spill), certifications, add new topics, and certify in higher ICS levels.
20xx	PD Active Shooter Drills	School hostage drill of "Active Shooter" was undertaken in summer 2006. Webster also participated. It was the first drill held in a while.	Elementary School	Medium	Police Dept	A complete staff turnover resulted in training for all.	Will undertake an active shooter drill in February 2012 with Penacook Rescue and the Sheriff's Office, Webster. Plan to

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							do more scenario- based training with Canterbury.
20xx?	FD/PD ICS, NIMS Training	Town Emergency personnel have been trained in Incident Command System 100, 200, 700, and 800 level courses.	Entire Town	High	Emergency Mgt	?	?
xx communities	FD/EMS Capital Area Fire Mutual Aid Regional Training	Continual training (at least monthly) in regional incident command and response techniques and skill. Each town is required to host a drill once per year. Host town benefits with learning more than visitor towns.	Entire Town, Region	High	Fire Dept	Upgraded the dispatch center to SimulCast	Ensure monthly training is made more user-friendly and includes more individual participation.
# certified # on call # staff	FD Training and Certification	Train twice a month, each of which is different: SCBA, high hazard areas, pumping water, pre-planned etc.	Entire Town,	High	Fire Dept	?	Train professionally at the NH Fire Academy. Investigate burning buildings for training (controlled burning).
# mobile # portable # base	FD Digital Radios	FD received 14 portables, 5 mobiles, and 2 mobiles for personal vehicles, and received 5 mobiles and one base station from a2008 grant.	Entire Town	High	Fire Dept	?	Continue to replace and upgrade radios
20xx	EM NIMS, ICS, SNS and Web EOC Training	Training for ICS, NIMS, Strategic National Stockpile SNS (FEMA) and Web EOC (NH) maintained for Certification	Entire Town	High	Emergency Mgt	?	?
20xx	EM American Red Cross Shelter and Evacuation Training	Training to conform with American Red Cross has been taken by Town Emergency Personnel.	Entire Town	High	Emergency Mgt	?	?
# trained or when 20xx	PWD Pubic Works Training	Training on-site for equipment operation, drainage, road repairs, chainsaw operation and maintenance, sales etc.	Entire Town	High	Public Works Dept	Trained through LGC, T2, and Primex on ____	Distribute flyers of training opportunities to employees
20xx	BOS Panic Buttons in Town Office	Panic buttons in front office for each employee. Testing has been positive.	Municipal Building	High	Board of Selectmen	Equipment tested to ensure it is operational	Continue annual or semi-annual testing to ensure

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							operation capability
20xx	BOS Security System in Town Office	Security system in place, fire and burglary. Cameras are monitored by the PD. Keypad entry for office employees and selectmen, Fire Chief, Police Chief. Monthly emergency systems check.	Municipal Building	High	Board of Selectmen	Maintain log of keypad code entries and verify updates with change in staff. Add exterior entry keyless entry system	?
20xx	BOS Department Safety Committee	Safety Committee meets quarterly to review safety issues each department has and initiate improvements.	Entire Town	Medium	Board of Selectmen	Quarterly Joint Loss/Safety Committee meeting	Provide copies of minutes to post on Town website for staff access
2012	BOS Emergency Call List	Call list begins (from EOP) with Selectmen and should be current.	Entire Town	High	Board of Selectmen	Call list is used during State Emergency Mgt drills	Hold periodic testing of Town contacts to ensure list is current
20xx	BOS Professional Computer Maintenance Agreement	Maintenance agreement with professional computer company. Can come in on a moment's notice to address hacking, sabotage, etc.	Entire Town	High	Board of Selectmen	?	New vendor to provide virtual IT maintenance with security features
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
	PD OHRVs	Equipment includes two OHRVs, which have been used for missing persons in remote locations for navigating terrain, and patrolling trails. Having this vehicle provides better access which may not have been possible and a higher level of life safety. The vehicle has a computer and GPS installed. A light trailer was also purchased	Entire Town	High	Police Dept	?	?
	FD EMS Mass Casualty Training	Training occurs on a regular basis for continuing accreditation. FD must continue to keep its accreditation by training and	Entire Town	High	Fire Dept	FD volunteers continued to keep the Dept's accreditation with appropriate training.	Continue to keep up with state and national training requirements.

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		volunteers take a 24-hour refresher course every 2 years.					
	FD Water Rescue Capabilities	The Town has a boat to use for water rescue in response to the extreme flooding Boscawen experienced. More equipment was obtained to facilitate rescue during flooding conditions: trailer, ice rescue suits, ropes, personal flotation devices, and water rescue helmets	Suncook River, Water bodies	High	Fire Dept		Continue to locate and take training related to water rescue, which is not easy to find or coordinate with volunteer schedules.
	FD Capital Area Public Health Network Member	Point of Dispensing (POD) for Boscawen is in Northwood at Coe-Brown Academy for distribution of vaccines or pharmaceuticals for communicable disease, human, biological problems, exposure to chemicals, etc.	Entire Town	High	Fire Dept	Participated in training	
	FD Explorer Post	The Explorer Post gives experience of community and volunteering to 15-21 year olds. The Fire Department gets assistance and the teens may one day join the Fire Department, or establish a career, as a result of their positive experience	Entire Town	Low	Fire Dept		
	PD & TO Generators	Generators in Town Office and Police Department were purchased through a FEMA grant. This will keep emergency operations functioning during a disaster event.	Town Office and Police Dept	High	Emergency Mgt		
	PWD List of Priority Target Buildings for Electrical Power Restoration	Priority powerlines to the Schools, Fire Department, Police Department, Boscawen Manor, and others should be fixed first during power outages so the Town emergency services can function and the most vulnerable populations can be served	Town Buildings, Main Street, King Street	High	Public Works Dept		
	PWD List Road Equipment Vendors and Subcontractors List	The list of private contractors/vendors and the equipment they own can be tapped as a resource during disasters and emergencies to fill in where	Entire Town	Low	Public Works Dept		

Town of Boscawen, NH Hazard Mitigation Plan Update 2018

6 CAPABILITY ASSESSMENT

Latest Adoption or Version Date	Capability Assessment: Administrative and Technical	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
		labor and equipment is necessary but is in short supply.					
x FD + x HD Mobiles, x FD + x HD + x EMD Portable, X EMD Base Station	PD/FD/HD/EMD Department Radios with Interoperability	Current Radios allow for this for interoperability. Received grants, now digitally capable on same frequencies to communicate. Analog frequencies for Highway and Town Hall communications.	Entire Town	High	Police Dept/ Fire Dept		Need FD funding for xx radio replacement, all are very old, end of lifespan.
x people	FD EMS Training	The Town has x certified EMTs who live in Town, x Paramedics undergo training at the Fire Academy.	Entire Town	High	Fire Dept		
x FT xx paid call	FD Fire Academy Training	Fire Department staff and volunteers have undergone required training at the Fire Academy.	Entire Town	High	Fire Dept		
x staff	PWD Training, Road Agent Certified as a Master Roads Scholar	This is a consistent effort to improve service delivery through education acquired by participating in online training activities and program offered through the LGC.	Entire Town	High	Public Works Dept		Send all Public Works Department staff for training.
xxxx+	EMD Sandbags	Stored at Highway Garage, used for____. Old now, brittle.	Highway Garage	Low	Emergency Mgt		Have all emergency response items in a trailer
xx barricades + xx cones	EMD Barricades and Cones	Plastic barricades, some have been vandalized, not enough	Fire Department	High	Emergency Mgt		

Source: Boscawen Hazard Mitigation Committee

FINANCIAL CAPABILITIES

The financial resources in **Table 34** available for hazard mitigation projects are those the Town has access to, has used in the past, or may be eligible to use in the future for hazard mitigation projects. These often include FEMA Public Assistance Grants (Disaster Recovery Costs), Warrant Articles, Town Capital Improvements Program (CIP) 2016 Project Funding, Department Operating Budgets, Bonds and FEMA and NH Department of Transportation grants.

Table 34
Financial Capabilities

Latest Adoption or Version Date	Capability Assessment: Financial	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
FINANCIAL PROGRAM OR FUNDING RESOURCE		FOR HAZARD	MITIGATION				
DATE LAST USED ↓	NAME OF FUNDING ↓	DESCRIBE	WHERE	UPDATE	WHO	CHANGES over last 5 years	ID Future Improvements
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
20xx	BOS FEMA Public Assistance Grants (Disaster Recovery Costs)	Public Assistance Categories A-G may become available when disasters are declared if the community has an unexpired approved Haz Mit Plan. Continue to utilize the FEMA funding to help recover from declared disasters.	Entire Town	High	Town Admin with EM	Used for PA-B Protective Measures	Continue to utilize the FEMA PA program to help with disaster costs
20xx	BOS NH Department of Transportation (NH DOT) Bridge Program	The bridge program is an 80/20 funding opportunity, with only 20% required by towns. Using the CIP Capital Reserve Funds, communities can set aside money for the several years it takes for the state to undertake the local bridge project ____		Medium	Town Admin		

INSERT NEW Data

Town of Boscawen, NH Hazard Mitigation Plan Update 2018

6 CAPABILITY ASSESSMENT

INSERT NEW Data

Latest Adoption or Version Date	Capability Assessment: Financial	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
PROGRAMS WHICH COULD		POTENTIALLY BE USED	BY TOWN	FOR	FUTURE	PROJECTS	
DATE LAST USED ↓	NAME OF FUNDING ↓	DESCRIBE	WHERE	UPDATE	WHO	CHANGES over last 5 years	ID Future Improvements
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Examples	Examples	Examples	Examples
	CC Conservation Easement Fund	The Conservation Easement Fund protects water supplies through purchase of conservation easements.	Priority locations	High	Conservation Commission	Deposits to the fund continued when current use land converted to developable land.	Consider using fund for water and flood protection
Not used yet	PB Town Capital Improvements Program (CIP) 2017 Project Funding	Sets aside funds for large equipment/ projects.	Entire Town	High	CIP Committee		CIP could include expensive or long-term hazard mitigation projects
Not used yet	PBWP User Fees for Water	Portions of water user fees are set aside to upgrade infrastructure.	Water Precinct Area	High	PBWP		Continue to make ongoing improvements to water and sewer infrastructure.
Not used yet	EMD Emergency Management Operating Budget	Budget can contain funding for outreach programs, mitigation projects	Entire Town	High	Emergency Mgt		Use Emergency Management Operating Budget to finance future hazard mitigation improvements

Source: Boscawen Hazard Mitigation Committee

EDUCATION AND OUTREACH CAPABILITIES

In **Table 35**, identifying Town Department education and outreach programs and methods already in place or those which could be implemented can supplement or encourage mitigation activities and communicate hazard-related information to residents, businesses and the general public.

Table 35

Education and Outreach Capabilities

Latest Adoption or Version Date	Capability Assessment: Education and Outreach Programs	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
PUBLIC	OUTREACH	PROGRAM					
DATE LAST USED ↓	NAME OF PROGRAM ↓	DESCRIBE	WHERE	UPDATE	WHO	CHANGES over last 5 years	ID Future Improvements
20xx	BOS Town Website	Used by multiple Town Depts, available to residents and visitors, hosts Zoning amendment changes. Have an emergency management page with registration for emergency notification system	Entire Town, General Public	High	Town Admin	Regularly updated, Virtual Town Hall & Schools	?
Examples	Review these below to see if any could fit BOSCAWEN	EXAMPLES BELOW. DO ANY APPLY TO BOSCAWEN? IF YES, REVISES AS APPROPRIATE.	Examples	Example	Examples	Examples	Examples
	PD Drug Take Back Box & Drug Day	People can drop off narcotics or whatever people have with immunity and also unused prescription medication. Getting people to turn their medicine in is difficult.	Police Station	Moderate	Police Dept		
	PD School Resource Officer/	Educational tool not only for drugs but safety protocol for children	Boscawen Elementary,	High	Police Dept		

Old Boscawen HMP Data to UPDATE

Town of Boscawen, NH Hazard Mitigation Plan Update 2018

6 CAPABILITY ASSESSMENT

Latest Adoption or Version Date	Capability Assessment: Education and Outreach Programs	Description Related to hazard mitigation planning and coordination	Location of Capability Entire Town or Selected Areas	Level of Effectiveness	Responsibility	Changes Since Last Haz Mit Plan (2012)	Future Improvements to Plans
	Education for Students		Middle and High Schools				
	EM NH Alert	People choose to receive notification calls from NH Alert, a statewide app. Town has advertised for people to join, used by Police, Highway, and Fire Departments	Entire Town, General Public	Low	Fire Dept		Publicize better to ensure more people are connected. Consider a Twitter feed
	EM Civic Talks for Emergency Response & Preparedness	Engage with the community during emergencies, churches can help.	Entire Town, General Public	Moderate	Emergency Management		
	FD Public Education Program	Held informal programs for seniors on emergency preparedness, and maintain daily call lists	Entire Town,	High	Fire Dept		
	FD Annual Open House and Fire Prevention Week	Open House each fall, introduce fire safety to the community and Fire Prevention Week in School.	Entire Town, General Public	Low	Fire Dept		Better advertisement to hold a successful Open House
	MVSD School District Automated Calling System	Used only for emergencies. Automated phone, text, email service to parents for alert. Used for snow delays and snow days. A new version is being tested - text, then audio from Department. Through PowerSchool	MVSD	High	MV School District		Update regularly when parents require notification
	CC Conservation and Wetland Monitoring	Conservation Commission monitors open space and conservation lands and wetlands through data collection. The data includes Class VI Roads. This project helps mitigate the effects of natural disaster events	Entire Town	High	Conservation Commission		

Source: Boscawen Hazard Mitigation Committee

Review of Existing Plans

As described above, during the Hazard Mitigation process and the identification of existing mitigation **Capabilities**, the Hazard Mitigation Committee used their knowledge of the existing plans, policies, procedures and other documents utilized for their Department duties to develop Capability **Future Improvements**. However, several additional documents not listed in the **Capability Assessment** are also utilized by the community and have a positive relationship to the **Hazard Mitigation Plan 2018**. Most of the documents below are not the Town's documents, but the hazard mitigation goals, objectives, and/or Actions in this Plan are supported by the **Mitigation Support and Resource Documents** listed below in **Table 36**.

Table 36
Mitigation Support and Resource Documents

Latest Adoption or Version Date	Mitigation Support and Resource Documents Not Listed within Capability Assessment Tables
	Review these DOCUMENTS below to see if any are used by BOSCAWEN. ADD/REMOVE as needed.
Feb 2007	NH DHHS NH Influenza Pandemic Public Health Preparedness & Response Plan 2007
2009	NFPA 1 Fire Code 2009
2010	USGS Flood Study of the Suncook River in Boscawen Pembroke and Allenstown 2009
Apr 2010	FEMA Flood Insurance Study for Merrimack County 2010
Oct 2013	State of NH Multi-Hazard Mitigation Plan Update 2013
Jul 2014	NH DOS Statewide Fire Mobilization Implementation Master Plan 2014
Jul 2014	NH DHHS NH Excessive Heat Emergency Response Plan 2014
2015	NFPA 101 Life Safety Code 2015
Feb 2015	Central NH Regional Plan 2015
Mar 2015	NH State of NH Tickborne Disease Plan 2015
Aug 2015	NH DOT Recommendations for the Ten-Year Transportation Improvement Plan (Projects) 2017-2026
Sep 2015	NH DOS Bureau of Emergency Management Services EMS Provider Manual 2015
Jul 2015	NHHSEM NH Recovery Plan with RSFs 2015
Oct 2016	CNHREPC Central New Hampshire Regional Emergency Planning Committee Regional Hazardous Materials Emergency Plan 2016
Aug 2016	CAPHN Capital Area Public Health Network Public Health Emergency Preparedness and Response Plan for the Capital Area 2016
Jul 2017	NH DHHS NH Arboviral Illness Surveillance, Prevention and Response Plan & Map 2017

Source: Boscawen Hazard Mitigation Committee

Boscawen's New Data to be Confirmed