

**Approved Minutes of the
Community Resilience Organization Hartford
January 4, 2017**

Members Present: Jon Bouton and Chair Dylan Kreis.

Staff Present: Assistant Fire Chief Alan Bebee, Planner Director Lori Hirshfield and Planner Matt Osborn.

Others Present: None.

A Community Resilience Organization Hartford (CROH) Meeting was held at the Hartford Town Hall, 171 Bridge Street, WRJ, Vermont, on Wednesday, January 4, 2017 in Meeting Room 2. The meeting was called to order at 4:40 p.m.

1. **Review of the November 30th CROH Meeting Minutes:** Dylan Kreis asked if there were any changes or corrections regarding the Draft Minutes of the November 30th CROH Meeting. There were no corrections. Dylan stated that the minutes are accepted as written.

2. **Hazard Mitigation Plan:** Lori Hirshfield was present to discuss the Hazard Mitigation Plan (HM Plan) Implementation Strategies. She noted that the HM Plan is required in order to receive FEMA funding. The Plan must be updated every five years. The current HM Plan was adopted on June 24, 2014 and was part of a FEMA funded pilot project that created a new model. Lori noted that the HM Plan had an extensive public outreach component and was much more comprehensive than the earlier 7-page HM Plan. Matt Osborn noted that the 2014 HM Plan was adopted prior to the establishment of CROH, which occurred the following year. Lori noted that one of CROH's role is to facilitate the community participation process. Lori proceeded to go through the following list of implementation strategies that are appropriate for CROH to incorporate into their work program:
 - A.1.1 Develop and implement a multi-hazard public awareness program.
 - A.1.3 Consult with partners about hazard data and risk assessment.
 - B.1.6 Mitigate the impact of flooding working with Conservation Commission to protect natural resources.
 - B.2.11 Increase local flood risk awareness.
 - B.2.12 Investigate the Community Rating System of the National Flood Insurance Program.
 - B.2.16 Consider establishing an annual clean our culvert program.
 - C.2.2 Provide information to the public about how the town will respond to emergencies and what residents should do.
 - D.1.3 Develop a public awareness campaign to secure residential properties from severe wind events.
 - E.2.2 Investigate interest to organize community-based outreach, assistance and shelters for vulnerable populations during extended freezing and power outages.
 - E.2.3 Develop a public awareness program regarding severe winter storms.
 - F.1.1 Provide educational materials and outreach regarding residential fire sprinklers.

Lori stated that the goal is to make progress implementing the HM Plan strategies. She suggested selecting 2-3 projects to accomplish this year and 2-3 projects to think about doing the following year.

Dylan Kreis asked what FEMA is looking for. Lori responded that FEMA wants specific outcomes. Lori stated that when the five years is up, FEMA will want to know which of the strategies were accomplished.

Jon Bouton stated that many of the strategies involve getting information to the public and that much of it will involve collaborating between CROH and staff. Lori agreed and noted that CROH's work fits many of the items already. Dylan thanked Lori for attending the meeting.

- 3. High Meadow Fund Update:** Matt Osborn reported that CRO Vermont received additional funding from the High Meadow Fund. CRO Vermont proposes three CRO's (Hartford Waterbury and Londonderry) be involved in community forums that lead to action related to resilience. Matt noted that each community would hold community forums to have in-depth discussions that identify gaps and priorities. Peg Elmer will be the lead facilitator. The idea is to have a Friday evening and Saturday morning community forum. The Community Assessment Tool will be used on Friday evening to identify gaps. On Saturday, the focus will be on prioritizing actions and determining what is feasible given political and financial constraints. Staff thinks this could be effectively incorporated into the end of Resilience Week activities. Dylan and Jon agreed.

Matt noted that a Final Report for High Meadows would be due in December, 2017. The report would provide background information on CROH and how it was formed. The report would include what actions we have accomplished to date. Matt noted that the information should be outcome based.

- 4. CRO Assessment Tool:** Matt Osborn and Dylan Kreis reported that they participated in the beta testing of the on-line CRO Assessment Tool. Matt stated that he thinks the on-line version works well. The tool tabulates the scoring automatically. He suggested that CROH participate in the survey as a group. Dylan suggested creating a focus group of Hartford department heads and community leaders to participate in the assessment tool prior to the Resilience Week community forum.
- 5. Vermont Resilience Conference:** Matt Osborn reported that the Annual Resilience Conference at Norwich University is scheduled for Saturday, April 29th. It will be a one-day event. Rebecca Stone will be facilitating CRO's. He noted that we could use this time to help plan for the community forum.
- 6. Next CRO Vermont Quarterly Exchange:** Matt Osborn reported that the next quarterly exchange will be set up around the end of January.
- 7. Next Meeting:** Matt Osborn noted that the next meeting is scheduled for Wednesday, January 25th at 4:30 p.m.
- 8. Adjournment:** The meeting was adjourned at 6:22 p.m.