

**Floodplain Management Working Group Meeting**  
**Wednesday, October 10, 2017 at 10:30am**  
**Steele Community Room, 28 North Main Street**  
**Draft Meeting Minutes**

**10:30am Regular Business**

In Attendance: Barb Farr, Steve Lotspeich, Laura Ranker, Rebecca Pfeiffer, Dina Bookmyer-Baker

- 1) Assign volunteer meeting chair. Rebecca Pfeiffer, chair; Steve Lotspeich, minute taker.
- 2) Agenda review/modification. CRS renewal application and activities were added after the discussion of the Hazard Mitigation Plan. No other modifications were made.
- 3) Announcements/Introductions - Michele Braun is the new Executive Director of the Friends of the Winooski and will be starting in mid-October. She has been invited to be part of the FMWG. Rebecca Pfeiffer announced that Jeff Crocker is a resource with the state on dam safety as it relates to the dam for the Waterbury Reservoir and can provide information regarding the work that is needed for rehabilitation of the Waterbury dam.
- 4) Review/approve the September 6, 2017 Floodplain Working Group Meeting Minutes. Barb moved and Steve seconded the motion to accept the minutes September 6, 2017, with the correction identified by Barb. The motion passed with all voting in favor.
- 5) Review of draft Hazard Mitigation Plan: Barb and Steve attended the Planning Commission meeting on September 25<sup>th</sup> that included a review of the Hazard Mitigation Plan. Planning Commission members provided comments that have been incorporated. Steve recalled that he sent the draft Plan dated September 18<sup>th</sup> to the Waterbury Conservation Commission and no comments have been received to date. **Action:** Steve will make sure that the Plan was sent to the Conservation Commission for review and will provide Barb with the date it was sent to them. Barb sent the draft Plan to all the adjacent towns and the CVRPC and CCRPC. Barb will also send it to the Lamoille Co. Planning Commission. Alec Tuscany also commented on the draft Plan. The game plan is to get the draft Plan with all comments incorporated on the agenda for the Select Board meeting on November 6<sup>th</sup>. The final deadline for comments is October 20<sup>th</sup>. A revised draft will be sent to the Select Board on October 23<sup>rd</sup> for their review. The draft Plan Review Tool was reviewed and needed corrections noted. The final draft of the Review Tool will be sent to the state with the final draft of the Plan to help facilitate the Plan review by Stephanie Smith. **Action:** Barb asked

Steve to provide lead-in text for the section identifying the goals, objectives, and actions in the Municipal Plan that related to Hazard Mitigation. It should also be noted that the Hazard Mitigation Plan will need to be updated after the Municipal Plan is updated in 2018 with any new goals, objectives and actions. Also, the Municipal Plan will be updated in 2018 and will incorporate the new Hazard Mitigation Plan by reference. The main change between the 2012 Hazard Mitigation Plan and the current draft Plan is that most of the 22 projects identified in the FEMA assisted Long Range Recovery Plan have been accomplished and we now have new strategies identified in the draft Plan. Laura found an error in the adoption resolution. The resolution must be signed after FEMA approves the Hazard Mitigation Plan. **Action:** The language regarding the effective date in the resolution needs to be corrected to reflect this requirement. Under Element A: Planning Process, the Opportunities for Improvement were reviewed. The Certified Floodplain Manager training that Rebecca is planning on holding in Vermont was discussed. The use of the Steele Community Room was discussed as an option for this four-day class. **Action:** To address Element D, Plan Update, Evaluation, and Implementation, Laura suggested adding a chart of projects that were identified in the 2012 Plan but were not completed within the five year period. Those that had barriers and obstacles should be identified.

- 6) The renewal of our membership in the Community Rating System (CRS) was discussed. We have received a letter from the CRS Resource Specialist. A follow up questionnaire will be sent and Rebecca offered to assist us in filling out the information required for the renewal. Rebeca still has the CRS plaques to present to the elected officials in Waterbury.
- 7) Date and time for next meeting: Since the Hazard Mitigation Plan will be presented to the Select Board on November 6<sup>th</sup> the FMWG will not meet separately in November. **The next meeting will be on Tuesday, 12/12 at 10:30am** in the Steele Community Room.
- 8) Barb moved and Laura seconded the motion to adjourn. The motion was approved unanimously.