

Town of Epsom, NH  
**Hazard Mitigation Committee**

Meeting 3

Tuesday, January 31, 2012 • 6:00 - 8:00 PM

Town Office • 940 Suncook Valley Highway

AGENDA

- 6:00 1. Introductions, Initial Attendance Sheet, and Sign Meeting Match Timesheet
- 6:05 2. Complete Chapter 10. Evaluation and Implementation of Actions
- See the 2 boxes of Instructions. New (in box #2) from the last 1/17 Committee meeting:
    - 4. Complete the **COMMITTEE FINISH HIGHLIGHTS 1/31** yellow highlights in [Table 25A](#). Feel free to write any other descriptions to elaborate on any of the Rationales.
    - 5. Start at the **START HERE 1/31** [Table 25C](#). Complete the yellow highlights, and feel free to write any other descriptions to elaborate on any of the Rationales.
  - Identify and select explanations for DELETED Actions
  - Identify COMPLETED Actions and date/month of completion
  - Revise "ongoing" to specific date or date range 2012-2017\* and note \* in Project Rationale
  - Select explanations for DEFERRED Actions
  - Review and revise yellow highlights, if needed
  - Develop *Responsibility, Date, Cost, Budget, and Project & Cost Rationales* for new Actions
  - Update existing Actions' *Responsibility, Date, Cost, Budget, and Project & Cost Rationales*
- 7:15 3. Complete STAPLEE Prioritization
- Use the STAPLEE spreadsheet to complete the prioritization of each Action based on the 1 (poor), 2 (average), 3 (good) ranking system
  - Add any newly identified Actions from tonight to the list and prioritize
- 7:55 4. Next Steps
- Review Data Submission to Stephanie within 1 WEEK of meeting (by 2/7):
    - Word file of Chapter 10 and Excel file of STAPLEE Prioritization
    - 1/31 Attendance Sheet and 1/31 Meeting Match Timesheet
    - 1/31 Meeting Summary in Word
    - See Staff Coordinator's 1/23 Cumulative Task List #2 - Due now

Plan Update 2012

**LAST CALL! Email your disaster photos with brief location, event & date info to [salexander@cnhrpc.org](mailto:salexander@cnhrpc.org)**

Next meeting is the Committee Meeting #4 - Tuesday, February 21 at 6:00 PM



NH HOMELAND SECURITY AND EMERGENCY MANAGEMENT  
[www.nh.gov/safety/divisions/hsem](http://www.nh.gov/safety/divisions/hsem)



FEDERAL EMERGENCY MANAGEMENT AGENCY  
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