ROAD MAP of Hazard Mitigation Committee (HMC) Plan Update Tasks by Meeting

Generally, HMC Meetings and Work Sessions are held every 2-3 weeks for 8-9 months.

After the updated Hazard Mitigation Plan is drafted, the Plan Approval process can take an additional 4-5 months.

Estimated timeframe for an updated Plan from Start to Finish: 14 meetings and 14 months

START

HMC Meeting 1 Tasks

- Perform **HIRA Rating of Natural Hazards** – probability in 10 years & severity of impact (EXCEL).
- Identify **Recent Past Hazards** (last 5 years) and **Potential Future Hazards** (EXCEL).
- Provide recent Dept or personal **digital photos** of severe weather or hazard events.
- Update **Critical and Community Facilities** sites in 12+ tables (EXCEL).
- Obtain **Assessed Structure Value** for each facility in Critical Facilities (EXCEL).
- Update prior **Problem Statements** from Facilities tables and add New Problem Statements (EXCEL).
- Update **Map 1 Potential Hazards and Map 2 Past Hazards** (over last 5 years).

HMC Meeting 2 Tasks

- Update the Dept/Board/Comm **Capability Assessments** with current activities (WORD).
- Finalize **Problem Statements** and develop **new Mitigation Actions** from these issues (WORD).
- Review and revise prior **Goals and Objectives** (WORD).
- Review the **Hazard Mitigation and Severe Weather Community Survey results** and incorporate where needed.

HMC Meeting 3 Taskss

- Review the **status of prior Plan's Actions** and identify each as Completed, Deleted, or Deferred (EXCEL).
- **Town Depts to provide data:** land use acreage, building permits, buildings & building values in floodplain parcels, one-egress roads, 5-year culvert upgrades (EXCEL)
- Develop the **new Mitigation Action Plan** (include Problem Statements, Deferred Actions, discussion items) with responsibility, cost, funding, timeframe (EXCEL).
- Prioritize the new Mitigation Actions using the **Enhanced STAPLEE** method (EXCEL)

CNHRPC requires about 4 weeks here before Meeting 4 to compile all new researched data, Town collected data, and Plan updates from HMC to develop an updated Draft Town HMP into the newest acceptable format.

HMC Meeting 4 Taskss

- Review **Draft Hazard Mitigation Plan** compiled for first time and identify missing information.
- Discuss the Town's **implementation responsibilities of the Plan** (Mitigation Action items especially).
- Review **Final Maps 1-4**.
- Review **Appendices**.
- Provide remaining Plan information to CNHRPC.
- Prepare for evening **Public Information Meeting** at Select Board meeting (no CNHRPC).
- Learn about the **remaining HMP process related to Plan approvals** and prepare for the future Select Board adoption meeting.

APPROVALS

CNHRPC submits new HMP with Maps and Appendices for APA (conditional) review and works with NHHSEM / FEMA to gain 1) APA and 2) Select Board approval and 3) Formal (final) Approval.

FINISH

HMC **Group Activity**

Some of Task is individual or Town **Homework & Research**