

**TOWN OF WEBSTER**  
**HAZARD MITIGATION COMMITTEE**  
945 Battle Street  
Webster, NH 03303

Hazard Mitigation Committee Meeting – February 4, 2015

Members present: John Clark and Judith Jones. Also present was Roy Fanjoy - Emergency Management Director and Select Board filling in for representative Selectman Roger Becker; Lieutenant Philip Mitchell – Police Department; Emmett Bean – Road Agent; and Sally Embley – Conservation Commission.

7:08 pm Chairman Clark brought the meeting to order. He discussed the possibility of grant money with the help of a grant writer. He has been in contact with Erin Darrow, P.E., a civil engineer with Right Angle Engineering, PLLC, who writes grants. She has been successful in obtaining grant money for Grafton, Danbury and Alexandria and has offered to meet at no cost to the Town to review project(s) for Webster to make recommendations. He advised that as he is involved with his employment with Ms. Darrow's services that he does not want to be involved in this process regarding funding, though willing to help. Chairman Clark was referring to the washout issues on Clothespin Bridge Road as a possible project.

Chairman Clark noted that grants are those for Hazardous Mitigation when there is damage and another is grant funds to be applied for and put on hold to be accessed when needed. He would ask Ms. Darrow to better explain the process to the Committee.

Chairman Clark advised that her fees for writing the grant application could be paid by either rolling it into the grant application funds received or through a billing process. He has made arrangements for a telephone conference with Ms. Darrow tonight. He requested that questions be directed to her during the conference call.

The conference call was made with Chairman Clark making introductions of those present and their positions with the Town. She discussed potential permanent road improvement grants available through HMA or Hazard Mitigation Assistance for pre-disaster hazard mitigation, a federally competitive program with funds allocated annually and application made through the Department of Safety to review the project and its feasibility. HMGP or Hazard Mitigation Grant Assistance Program is a disaster specific program, after a declared disaster in NH, with monies available immediately thereafter for repairs. Most know this as FEMA. These funds would be used to return the damage to pre-damage state or would implement improvements that would prevent repeated damage. Funds available are state-wide and vary according to funds available. She indicated that the application process for either grant is similar, recommending a benefit cost analysis for projects be done first. She further explained how this would be accomplished, advising that the FEMA program typically is reviewing the project for a permanent solution. FEMA reimburses with a 75% funding and 25% local match, which can be through an in-kind service.

Ms. Darrow said that any documentation from previous storms would enhance any applications. She advised that the National Weather Service has stats on previous storms. The objective is to avoid previous damage. There was a question and answer session on projects such as Schoodac Bridge. Mr. Fanjoy asked if Ms. Darrow could help with prioritization of the Town's projects. She indicated that she would like to review the Town's issues, requesting that a list be made looking towards community-wide projects to make improvements as well as looking at the demographics of the Town.

Ms. Darrow offered to meet to review Webster's projects, again requesting a list of project for her review. She would be able to make recommendations as to what projects would be feasible for grant funding. Chairman Clark recommended that she work with Road Agent Bean and EMD Fanjoy. Ms. Darrow advised of a nation-wide grant available through HUD with a due date of 3/15/15, covering events from 2011 to 2013, though it may not be the best fit for this Town, with possibly as little as one grant expected to be given per state.

However, she will send the application, which is a pre-application and information to Mrs. Jones. The grant is looking for a series of projects that would provide a community-wide improvement and have an impact on a wide variety of demographics. She noted that documentation from repeated damage and previous storm damage are what often make a project successful. After discussion she recommended contacting HUD directly, one in Concord and one in Vermont, for a preview of any projects. She did offer to work with the group on the initial application.

Chairman Clark recommended a presentation be given on road projects, now and future, at the Annual Town Meeting.

Arrangements were for Ms. Darrow to meet on February 21, 2015 at 10:00 am with Mr. Bean and Mr. Fanjoy starting at the Town Office to view projects. She requested any backup, pictures, etc. to support the efforts for funding, saying that repeated damage makes a project successful. Mr. Bean will have Mrs. Jones call Ms. Darrow should bad weather be expected and there is a need to cancel. Ms. Darrow was thanked for her time and effort.

Discussion ensued about a potential presentation at Town Meeting, miscellaneous projects, etc. Chairman Clark reiterated the importance of and benefit of having a grant writer.

Mr. Fanjoy, filling in for Selectman Becker, made a motion to accept the minutes of the September 9, 2014 and December 3, 2014; seconded by Chairman Clark and approved.

8:00 pm Mrs. Jones made a motion to adjourn; seconded by Chairman Clark and approved.

Respectfully submitted,

Judith M. Jones