

Appendix A

Planning Team Documentation



MEETING DATE: December 10, 2012
MEETING TIME: 9:00AM TO 11:30AM
MEETING LOCATION: Town of Warwick Town Hall
132 Kings Highway, Warwick, New York
DISTRIBUTION: Meeting Attendees
FROM: Ed Martella – Tectonic

**RE: Town of Warwick All Hazard Mitigation Plan
Kick off Meeting**

ATTENDEES: Rickard Kummerle – Tectonic Engineering Principal
Edward Martella – Tectonic Project Manager
Mark Lukasik – Tectonic Assistant Project Manager
Tom Critelli – Tectonic Engineering Chief Operating Officer
Jim Pawliczek – Village of Florida Mayor
Wayne Stevens – Town of Warwick Building Department
Jeffrey Feagles – Town of Warwick Public Works Commissioner
Michael Sweeton – Town of Warwick Supervisor
Joan Tweedale – FEMA Planner
Steve Greene – FEMA Planner
Barbara Moore – Village of Greenwood Mayor
Michael Newhard – Village of Warwick Mayor

AGENDA

- 1. TEAM MEMBER INTRODUCTIONS WITH ROLES AND RESPONSIBILITIES (9:00AM – 9:15AM)**
- 2. PROJECT AND SCHEDULE (9:15AM – 9:30AM)**
- 3. DMA 2000 OVERVIEW AND UPDATE REQUIREMENTS (9:30AM – 9:45AM)**
 - a. General Planning Elements**
 - b. Plan Requirements**
 - c. Proposed Outline for Plan**
 - d. Plan Review Requirements**
- 4. PLANNING PROCESS TOPICS (9:45AM – 10:00AM)**
 - a. Planning Team Roles and Responsibilities**

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- b. Additional Invitations
 - c. Public Involvement Strategy

******15 MINUTE BREAK (10:00 AM – 10:15 AM)******

- 5. RISK ASSESSMENT TOPICS (10:15 AM – 11:00 AM)
 - a. Critical Facilities and Infrastructure
 - b. Initial Hazard List Identification
- 6. DATA NEEDS (11:00 AM – 11:30 AM)
 - a. BASE GIS Data
 - b. Hazard specific data
 - c. Critical Facilities and Infrastructure
- 7. CLOSING ITEMS (11:30 AM – 11:45)
 - a. Summarize Action Items / Task Assignments / Questions
 - b. Schedule Next Meetings: 1/24/13, 2/27/13 (Public Input) and 3/28/13

DISCUSSION

Agenda Item 1:

- R. Kummerle introduced himself and other members of the consultant team and explained the purpose of the Project Team meeting. Each Town and Village representatives introduced themselves and R. Kummerle and E. Martella started the meeting.

Agenda Item 2:

- Tectonic presented a brief overview of the Planning Team's meeting agenda and purpose.
- Tectonic explained that the intention for the rest of the project was to conduct one meeting on an approximately monthly basis. The first HMP draft is anticipated for June 2012. Each meeting is critical as each one builds upon the prior meeting's agenda.
- Tectonic expressed the importance of complete attendance by all signing jurisdictions.

Agenda Item 3:

- Tectonic presented a proposed plan outline for the team's consideration. An option was brought up during the meeting, regarding the plan incorporating individual chapters for each village. It was decided that each Village will be incorporated by reference under each HMP chapter.
- Tectonic presented a brief overview of the HMP requirements, which included an overview of the new October 2011 FEMA review guidance. More details discussed in future meetings.

Agenda Item 4:

- Tectonic presented the roles and responsibilities for the planning team.
- Tectonic emphasized how the planning team must advertise for the Hazard Mitigation Plan – 1st Action Item via webpage and newspaper.

Agenda Item 5:

- Tectonic led a discussion / presentation of critical facility and infrastructure examples along with a risk assessment discussion.
- A discussion about an existing Fuel Depot was brought up by the Town of Warwick along with a possible HAZMAT release at this facility and power loss. The Villages also agreed that the Fuel Depot was critical infrastructure.

Agenda Item 6:

- Tectonic led a discussion on the State of NY, Orange County and Warwick Hazards and a joint agreement between the Villages of Greenwood Lake, Florida and

Warwick was developed based upon the following hazards: Flood, Dam Failure, Hurricanes, Tornados, Winter Storms, Wildfires, Drought, Extreme Temperatures, Earthquake, Landslide, Extreme Wind and Lightning.

Agenda Item 7:

- Tectonic discussed Action Items, task assignments and answered questions regarding documents to be submitted.
- Planning Team finalized planning meeting date as follows:
 - Jan 24th
 - Feb 27th
 - Mar 28th
- Upon closing, FEMA Planners presented various items for consideration to the Warwick Planning Team, including the need for meeting attendance and participation by each Jurisdiction.

LOCAL MULTI-JURISDICTIONAL, MULTI- HAZARD MITIGATION PLAN

TOWN OF WARWICK AND VILLAGES OF
FLORIDA, GREENWOOD LAKE AND WARWICK, N.Y.

TOWN OF WARWICK TOWN HALL - 132 KINGS HIGHWAY, WARWICK, NY – DECEMBER 10, 2012 – 9:00 AM – 12:00 PM

ATTENDEES

NAME	TITLE	RESPONSIBILITY	PREFERRED PHONE	EMAIL	COMMUNITY (Circle One)	
JIM PAWLICZEK	MAYOR	VILLOBE FLORIDA	945-654 4466	VOF MAYOR@WARWICK.NET	<input checked="" type="checkbox"/> T/Warwick <input type="checkbox"/> V/Florida	<input type="checkbox"/> V/Warwick <input checked="" type="checkbox"/> V/Greenwood Lake
Wayne STEVENS	Building Dept	Town of Warwick	945-986-1127-259		<input checked="" type="checkbox"/> T/Warwick <input type="checkbox"/> V/Florida	<input type="checkbox"/> V/Warwick <input checked="" type="checkbox"/> V/Greenwood Lake
Jeff Feagles	COMMISSIONER DPCW	" "	986-3358	dpcwcom@warwick.net	<input checked="" type="checkbox"/> T/Warwick <input type="checkbox"/> V/Florida	<input type="checkbox"/> V/Warwick <input checked="" type="checkbox"/> V/Greenwood Lake
MARK LUKASIK	VP	TECHNICAL ENGINEERING	845-534-5959	MLUKASIK@TECHNICALENGINEERING.COM	<input checked="" type="checkbox"/> T/Warwick <input type="checkbox"/> V/Florida	<input type="checkbox"/> V/Warwick <input checked="" type="checkbox"/> V/Greenwood Lake
ED MARTELLA	VP	" "	804-334 0896	EFMARTELLA@TECHNICALENGINEERING.COM	<input type="checkbox"/> T/Warwick <input checked="" type="checkbox"/> V/Florida	<input type="checkbox"/> V/Warwick <input checked="" type="checkbox"/> V/Greenwood Lake
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MEETING DATE: January 24, 2013

MEETING TIME: 9:00AM TO 12:15PM

MEETING LOCATION: Town of Warwick Town Hall
132 Kings Highway, Warwick, New York

DISTRIBUTION: Meeting Attendees

FROM: Ed Martella – Tectonic

**RE: Town of Warwick All Hazard Mitigation Plan
Kick off Meeting**

ATTENDEES: Edward Martella – Tectonic Project Manager
Mark Lukasik – Tectonic Assistant Project Manager
Tom Critelli – Tectonic Engineering Chief Operating Officer
Michael Sweeton – Town of Warwick Supervisor
Daniel Gibson – Town of Warwick Building Inspector
Joseph Smith – Warwick Fire Chief
Barry Cheney – Village of Warwick Deputy Mayor
Barbara Moore – Village of Greenwood Lake Mayor
Rob Porras – Greenwood Lake Union Free School District
John Russo – Village of Warwick Director of HR & Safety
John Rader – Town of Warwick Police Department Lieutenant
Laura Barca – Town of Warwick HDR
Ben Astorino – Town of Warwick
Jeff Feagles – Town of Warwick
Tom Fuller – Village of Florida Emergency Manager
Adrian Mateosian – Village of Florida Building Inspector
Brian Slattery – Village of Florida Trustee
Ann Lierow – Town of Warwick Assistant Supt. of Business
Dody Nicholas – Village of Greenwood Lake Building Inspector
Daniel Kelly – Village of Warwick Building Inspector
Mike Grant – Orange and Rockland Utilities Public Affairs
Gene Reynolds – Orange and Rockland Utilities Emergency Manager

AGENDA

1. **TEAM MEMBER INTRODUCTIONS (9:00AM – 9:15AM)**
2. **TASK ASSIGNMENT STATUS REVIEW (9:15AM – 9:30AM)**
3. **RISK ASSESSMENT (9:30AM – 11:15AM)**
 - a. **Review Hazard Profile Mapping and Data for each hazard**
 - b. **Critical Priority Risk Index Analysis**
 - c. **Critical Facilities and Infrastructure**
 - d. **Changes in Development (Past & Future Development)**
4. **MITIGATION STRATEGY (11:15AM – 11:45AM)**
 - a. **Review Current Mitigation Actions / Projects**
 - **Assess the Status**
 - **Determine the Disposition**
 - **Provide Explanations**
 - b. **Identify New Mitigation Actions / Projects**
5. **CLOSING ITEMS (11:45AM – 12:15PM)**
 - a. **Schedule Next Meetings:**
 - **2/27/13 (Public Input)**
 - **3/28/13**
 - b. **Summarize Action Items / Task Assignments/Questions**

DISCUSSION

Agenda Item 1:

- Ed Martella introduced himself and other members of the Tectonic consultant team and explained the purpose of the Project Team meeting. Each Town and Village representative introduced themselves and E. Martella started the meeting.
- It was noted that no representatives from the Orange County were in attendance.
- It was noted that The Village Greenwood Lake did not publish their newspaper notice.

Agenda Item 2:

- Tectonic conducted a brief review of outstanding Action Items from the previous meeting and reiterated the importance of completing the assignments in a timely manner. An updated Action Item Status Report as of Jan 13, 2013 was provided to Committee Members via email prior to the meeting.
- Town of Warwick turned in their damage history list and comprehensive plan.

Agenda Item 3a:

- Tectonic reviewed hazard profiles including detailed maps for 11 specified hazards identified by the Steering Committee during Meeting No. 1. Hazmat incidents were discussed as possible additions to the list, but were not included in the end. Highlights from the discussions for each hazard are as follows:
 - **Dam Failure:** The Town of Warwick confirmed that there is no record of a dam failure within the jurisdictional boundaries. Village of Greenwood Lake noted that there is a Dam located in NJ that controls the water level of Greenwood Lake that is controlled by the State of NJ. They would like to see it to added to the map. It was claimed by the Village of Greenwood Lake that the lack of a management plan for the NJ Dam was responsible for causing local village flooding. The Village of Warwick noted that one of their reservoir dams was over-topped during tropical storm Irene and a section of the earth embankment partially failed and the spillway was badly damaged. Tectonic acknowledged that they assisted the Village with the emergency response and repair of the dam. Village of Warwick asked the Committee if the Warwick Meadows Dam, a private dam, was regulated and whether it needed to be identified as a hazard. Tectonic requested the EAP for the Warwick Meadows Dam. Laura Barca mentioned that Long Meadow Pond Dam is currently under repair. It was noted that as a result of Tectonic's Engineering Assessment of the Glenmere spillway, it was discovered to be undersized and NYSDEC wants improvements to the dam and spillway. Moving the spillway could be considered a mitigation project.
 - **Flooding:** Village of Florida experienced flooding from Hurricanes Lee and Irene and Robert Porras will supply Tectonic with dated pictures of the impacts to the school district. It was noted that flooding of Wallkill River has caused significant damage/loss to crops. Major issue related to flooding is the cost of debris clearing in the rivers and along the banks, particularly for the Inflow to Upper reservoir and Cascade Rd. to Upper Reservoir. Tectonic requested further flood information from the 1980's and up.

- **Drought:** Village of Florida discussed that during a drought in 2001 Glenmere Lake was down 22 inches and that the drought of 1964 was even more severe where the Lake was down 36 inches. Each jurisdiction identified their major source of water supply. The major impact of droughts for this area is upon the crops associated with the \$35 million/year agricultural industry. Tectonic will look up NYS Agricultural Department's numbers for crop loss.
- **Earthquake:** The Committee considered earthquakes to be a low hazard risk since no significant seismic activity has occurred in the area. Possible public awareness projects may be considered.
- **Severe Wind/Tornadoes:** No significant historical activity for Warwick. It was noted though that in 1989, a F1 struck East Coldenham Elementary School in the Town of Montgomery.
- **Wildfire:** Village of Florida discussed Black Dirt fires. Village of Warwick discussed recent mountain ridge brush fires including Mt Peter, Warwick Reservoir, Hickory Hill, and Mt. Eve/Mt. Adam. The Town of Warwick Fire Department will provide more historical wildfire information.
- **Hurricane:** Major hurricanes that recently affected area are Irene, Lee and Sandy. Committee members discussed broadening the definition and changing the category to major storms so as to include tropical storms and high winds in addition to hurricanes. The concern is that FEMA may not classify an event as a "hurricane".
- **Winter Storms:** The Committee agreed that there had been 3 major events since 1997 that affected the area. Major impact from these events was power outages which lasted 5-8 days on average. Other significant impacts include snow removal and tree damage.
- **Extreme Temperatures:** No significant events have occurred for the area.
- **Landslide:** The Committee discussed that there have been a couple of landslide incidents in the area but only one had any impact. In 1983 or 1984 there was a major landside on Reservoir Rd which flowed into the reservoir and led to overtopping of the Upper Reservoir Dam. There was also another event sometime around 2008 or 2009 on Mt. Eve Rd that had a small impact. Upper Reservoir and Cascade Rd. were said to be at risk. Village of Greenwood Lake mentioned that rock slides in their area are not uncommon. More historic data is needed.

- Tectonic presented a historical hazard event spreadsheet that shows the number of events that have occurred in the area for each hazard. It was discussed that damage cost estimates from each of the jurisdictions needs to be added to the spreadsheet.

Agenda Item 3b:

- Tectonic presented an overview and instructions for the Critical Priority Risk Index (CPRI) and its use in the plan. All jurisdictions will need to evaluate the potential risk for each identified Plan hazard. This is to be done by listing each hazard in CPRI spreadsheet and then completing the four categories (probability, magnitude/severity, warning time, duration) for all of the hazards. Tectonic provided via email the CPRI spreadsheet along with an explanation document for each jurisdiction.

Agenda Item 3c:

- Tectonic reiterated the need to complete the critical facility and infrastructure (CFI) database for each jurisdiction. The Town of Warwick provided Committee members with appraisals of Town facilities.

Agenda Item 3d:

- Tectonic led a brief discussion concerning development trends for each jurisdiction and how they must be documented. Tectonic had provided a development trend worksheet for the jurisdictions to fill out via email. Each jurisdiction needs to complete the worksheet by providing a paragraph on previous and future development plans. Tectonic will provide example of development trend paragraph.

Agenda Item 4:

- Tectonic discussed the process of developing mitigation strategies for each of the hazards identified in the plan. It was noted that no mitigation projects were currently in progress.
- Tectonic had provided a Mitigation Action/Project worksheet via email to each of the jurisdictions that needs to be filled out with at least one mitigation action/project for each identified plan hazard.

Agenda Item 4:

- Action Items for this meeting were summarized at the close of the meeting are summarized below and.
- The next Steering Committee meeting (Meeting No. 3) is scheduled for :

Feb 27, 2013 from 9:00 am to 12:15 pm at Warwick Town Hall, 132 Kings Highway, Warwick, New York.

ACTION ITEM SUMMARY:

ITEM NO.	DESCRIPTION	RESPONSIBILITY [DUE DATE]
2-1	R. Porras to supply Tectonic with pictures of Hurricane Lee and Irene impacts.	R. Porras [2/27/13]
2-2	The Town of Warwick Fire Department to provide Tectonic with more historical wildfire information.	TOW FD [2\27\13]
2-3	Tectonic to provide an electronic version of the historic hazard event database to the Committee members for review and augmentation as needed.	Tectonic [2/8/2013]
2-4	Tectonic to provide Committee members with example paragraph for development trend worksheet.	Tectonic [2/8/2013]
2-5	All Jurisdictions are to review historic hazard event database and provide comments, additions, and/or modifications to Tectonic.	All Jurisdictions [2/27/13]
2-6	All jurisdictions shall perform a CPRI evaluation of all the Plan hazards using the CPRI worksheet provided by Tectonic via email 1/18/13.	All Jurisdictions [2/27/13]
2-7	Each jurisdiction shall provide a brief description of development trends for the last 5 year period and the anticipated development areas for the next 5 year period. Descriptions shall be documented on worksheet provided by Tectonic via email 1/18/13.	All Jurisdictions [2/27/13]
2-8	All jurisdictions will complete the Mitigation A/P worksheets provided by Tectonic via email 1/18/13.	All Jurisdictions [2/27/13]

LOCAL MULTI-JURISDICTIONAL, MULTI- HAZARD MITIGATION PLAN

TOWN OF WARWICK AND VILLAGES OF
FLORIDA, GREENWOOD LAKE AND WARWICK, N.Y.

TOWN OF WARWICK TOWN HALL - 132 KINGS HIGHWAY, WARWICK, NY - JANUARY 24, 2013 - 9:00 AM - 12:00 PM

ATTENDEES

NAME	TITLE	RESPONSIBILITY	PREFERRED PHONE	EMAIL	COMMUNITY (Circle One)	
JOHN B. RUSSO	Dir HR + Safety	WVCSID.	845-987-3000 ext 10522	JRUSSO@WVCSID.ORG	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
John Rader	Lt. Warwick PS	TWPS	845-986-7758	ltwpdr@optimum.net	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Laura Barca	Engineer.	TW.	845-986-1127	laura.barca@hdrinc.	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Ben Astorino		TW			T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Jeff Feagles		TW			T/Warwick V/Florida	V/Warwick V/Greenwood Lake
TOM FULLER	E.M.	V O F		TomFuller@optonline.net	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
ADRIAN MATEOSIAN	BUILDING INSP.	V O F.	845-258-8183	AMATEOSIAN@HOTMAIL.COM	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Brian Slattery	TRUSTEE	V O F.	845-988-1067	DSLATTERY2@optimum.net	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Ann Lierow	Asst Supt Bus	GWLUFSD	845-477-7395	alierow@gwlufsd.org	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Dan Nicholas	Bldg Insp	V O F Gwl	477-9217	Gwlkny@Aol.com	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Milce Grant	Public Affairs	URANCE	845-783-5480	grantmi@oru.com	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Gene Reynolds	EMgmt.	O&R E.M.	845 590 2875	reynoldsg@oru.com	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Barbara Moore	Mayor	Village of Greenwood Lake	845- ⁴⁷⁷⁻⁹²¹⁵ 705-2114	barbara@tiffund.com	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Dania Kelly	Public Insp	Village of Warwick	845 986 2031	BUILDING@VILLAGEOFWARWICK.ORG	T/Warwick V/Florida	V/Warwick V/Greenwood Lake
Paul Butz		TAX Payer	845-681-4025		T/Warwick V/Florida	V/Warwick V/Greenwood Lake
					T/Warwick V/Florida	V/Warwick V/Greenwood Lake



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MEETING DATE: February 27, 2013

MEETING TIME: 9:00AM TO 12:00PM

MEETING LOCATION: Town of Warwick Town Hall
132 Kings Highway, Warwick, New York

DISTRIBUTION: Meeting Attendees

FROM: Ed Martella – Tectonic

ATTENDEES: Mark Lukasik – Tectonic Assistant Project Manager
Louis Greco – Tectonic Staff Engineer
Michael Sweeton – Town of Warwick Supervisor
Michael Newhard – Village of Warwick Mayor
Kirk Williams – Village of Warwick Public Works Dept. Supervisor
Joseph Smith – Warwick Fire Chief
Barbara Moore – Village of Greenwood Lake Mayor
Laura Barca – Town of Warwick HDR
Tom Fuller – Village of Florida Emergency Manager
Brian Slattery – Village of Florida Trustee (Public Works Dept.)

AGENDA

1. **TASK ASSIGNMENT STATUS REVIEW (9:00AM – 9:30AM)**
2. **MITIGATION STRATEGY TOPICS**
 - a. **NFIP Statistics Compliance (9:30AM – 9:45AM)**
 - b. **Repetitive Loss Properties (9:45AM – 10:00AM)**
 - c. **Capability Assessment (10:00AM – 10:15AM)**
 - i. **Legal and Regulatory (Codes / Ordinances / Plans / Manuals / Guidelines)**
 - ii. **Administrative and Technical Staff Resources**
 - iii. **Fiscal Capabilities**
3. **PLANNING PROCESS TOPICS (10:30AM – 11:00AM)**
4. **PLAN MAINTENANCE STRATEGY (11:00AM – 11:30AM)**

- a. **Develop New Monitoring Schedule**
 - b. **Plan Update Schedule**
 - c. **Continued Public Involvement**
5. **PROMULGATION PROCESS (11:30AM – 11:45AM)**
6. **CLOSING ITEMS (11:45AM – 12:00PM)**
- a. **Summarize Action Items / Task Assignments / Questions**
 - b. **Schedule Final Meeting: TBD**
 - c. **Public Input Discussion**
 - d. **Questions & Answers**

DISCUSSION

Agenda Item 1:

- There was no representation from the public at the meeting.

Agenda Item 2:

- Tectonic had requested that the Villages of Greenwood Lake and Florida provide their list of critical infrastructure preferably before the next meeting.
- The Town of Warwick stated that their list of critical facilities was included from their appraisal of facilities list that they provided to Tectonic.
- The Village of Warwick stated that they had already submitted their list of critical infrastructure.

Agenda Item 3:

- The Warwick Fire Department had a concern pertaining to detailing specific criteria for “historic” fires and how far back to research.
- Clarification was then determined that “historic” means in terms of previous years and not whether or not the infrastructure affected are of historic significance.

Agenda Item 4:

- The Village of Warwick asked if repetitive loss applies to private property as well.
- Clarification was then made that all properties whether they are public or private, should be included in repetitive loss studies.

Agenda Item 5:

- Town Supervisor Mike Sweeton recommended that Tectonic sit independently with each municipality as a work group. It was agreed, that each work group, at a minimum, shall include the building inspector from that municipality.

Agenda Item 6:

- Action Items for this meeting were summarized at the close of the meeting are summarized below. The next Planning Team meeting (Meeting No.4) is scheduled for:

April 4, 2013 from 9:00am to 12:15 pm at Warwick Town Hall, 132 Highway, Warwick, New York.

ACTION ITEM SUMMARY:

ITEM NO.	DESCRIPTION	RESPONSIBILITY [DUE DATE]
3 – 1	Each jurisdiction shall complete the NFIP Compliance worksheet. Provided by Tectonic via email.	All Jurisdictions [4/4/13]
3 – 2	Each jurisdiction shall complete the capability assessment worksheet. Provided by Tectonic via email.	All Jurisdictions [4/4/13]
3 – 3	Each jurisdiction shall provide a list of potential general and specific planning mechanisms that would be target candidates for integrating / referencing the 2013 Plan. Provided by Tectonic via email.	All Jurisdictions [4/4/13]
3 – 4	Each jurisdiction shall provide a list of specific public involvement activities anticipated for the next 5 years, wherein the 2013 Plan and hazard mitigation materials could be used to engage the public. Provided by Tectonic via email.	All Jurisdictions [4/4/13]

MEETING DATE: April 4, 2013

MEETING TIME: 9:00AM TO 12:00PM

MEETING LOCATION: Town of Warwick Town Hall
132 Kings Highway, Warwick, New York

DISTRIBUTION: Meeting Attendees

FROM: Ed Martella – Tectonic

ATTENDEES: Ed Martella – Tectonic Project Manager
Mark Lukasik – Tectonic Assistant Project Manager
Michael Sweeton – Town of Warwick Supervisor
Kirk Williams – Village of Warwick Public Works Dept. Supervisor
Dody Nicholas – Village of Greenwood Lake Building Inspector
Laura Barca – Town of Warwick HDR
Tom Fuller – Village of Florida Emergency Manager
Brian Slattery – Village of Florida Trustee (Public Works Dept.)
Adrian Mateosian – Village of Florida Building Inspector
Jeff Feagles – Town of Warwick Department of Public Works

AGENDA

- 1. TASK ASSIGNMENT STATUS REVIEW (9:00AM – 9:30AM)**
- 2. MITIGATION STRATEGY TOPICS (9:30AM – 10:00 AM)**
 - a. Goals and Objectives**
 - i. Formulate Goals and Objectives for Hazard Mitigation Plan**
- ***15 MINUTE BREAK (10:00AM – 10:15AM) *****
- 3. MITIGATION STRATEGY TOPICS (10:15AM – 11:15AM)**
 - a. Mitigation Action / Projects Identification**
- 4. PROMULGATION PROCESS REVIEW (11:15 – 11:45)**
- 5. CLOSING ITEMS (11:45AM – 12:00PM)**
 - a. Summarize Action Items / Task Assignments / Questions**

DISCUSSION

Agenda Item 1:

- E. Martella will confirm whether or not the invite letter put out by the Town is sufficient for all jurisdictions.
- K. Williams will follow up on comprehensive plan with D. Kelly.
- K. Williams will follow up with Warwick Fire Chief J. Smith on historical wildfire incidents.
- Each jurisdiction needs to verify damage record and then report back on whether they are okay or need to be revised.
- K. Williams volunteered to be backup contact for the Village of Warwick.
- Village of Florida noted that they did publicize HMP development process at board meetings, through letters and public meetings.
- The Team discussed that the Local Plan will need to echo State/County HMP.
- E. Martella will confirm matching funds part of the program for HMP in New York.

Agenda Item 2:

- Planning Team discussed Plan goals to include:
 - Economic stability
 - Wildfire management (group wavered on this)
 - Government operational continuity
 - Improve utility cooperation/coordination for elect restoration priority/tree removal
- Planning Team discussed Plan objectives which included:
 - Developing public education programs
 - Developing recovery plans

Agenda Item 3:

- The Planning Team discussed removing from the Plan earthquakes and landslides as significant hazards.
- It was noted that regular or routine maintenance activities cannot be used for mitigation A/P's and therefore jurisdictions should try not to characterize projects as such.
- Local structures impacted or at risk by flooding include:
 - Pharmacy
 - Tractor supply
 - Gas station
 - Lumber yard
 - Roads
 - Homes
- It was noted that droughts can cause heavy economic losses for the agricultural industry

- It was discussed that sediment-laden water has an impact on the reservoir including effecting dam safety if not properly accommodated. Both the Village of Warwick and Florida expressed potential concern about this problem.
- There was a discussion on the impact of cricket frogs and milfoil weed at Glenmere Lake. Identified were the following problems:
 - Expansion of sewer line would be impacted
 - Water supply improvement would be impacted
 - Permitting for dam work would be impacted
- Mitigation Action / Projects discussed included:
 - Joint Fuel Depot - Build a backup fuel depot. The fuel depot, which can be isolated and inaccessible during flood events, supports Local Law Enforcement which are considered to be critical infrastructure. There was no interest in tactical structural support against imminent collapse.
 - Backup Generators - Amending zoning laws to require public and private critical infrastructure (sewer plants, cell towers, gas stations, mass care shelters, etc.) to have reserve power supply and to also require that backup generators to be fitted for dual fuel usage (diesel and propane/natural gas). It was noted that this would need to be discussed and workout with the Town attorney.
 - Utility Cooperative Planning – Develop an agreement between utility companies to assist each other during disasters to coordinate:
 - Define primary routes
 - Debris/tree removal from streams
 - Tree trimming (can be tied to tornadoes)
 - Convert electric distribution from overhead to underground on primary routes.

It was determined that a utility coordinator needs to be designated and should be selected from existing staff.
 - Continuity of Operations – Develop a backup operations facility at the existing Mid-Hudson Prison site that is now in Town control. This site would provide:
 - Reserve communications center
 - Reserve fuel
 - Reserve operations
 - Mass Shelter plan improvement – It was discussed that during emergencies mass shelters are difficult to access and have not provided adequate cots or showers. It was noted that there is difficulty in accessing hospitals as well.
 - Public Awareness Program – Develop a program to inform the public about the effects of debris dumping in local watercourses
 - Other Projects:
 - Lightning arresters

- Surge protection
- Show posting in open areas/parks/beach about lightning risk

Agenda Item 4:

- Planning Team Reviewed estimated final schedule.

Agenda Item 5:

- Jurisdictions will complete listing of A/P's, funding sources, responsibilities.
- E. Martella to discuss possible approach to listing joint projects with the State.
- Tectonic will finish the STAPLE-E section on behalf of the Communities for their review. Town will provide input on STAPLE-E at the end.
- All other outstanding worksheets is expected to be completed and turned in by 4/12/13.

Consulting meeting to clarify information/discuss mitigation projects.

Meeting Date: March 26, 2013
Meeting Time: 10:00 AM – 11:30 AM
Meeting Location: Village of Florida, Village Hall

Notes by: Mark Lukasik/lr

ATTENDEES: Adrian Mateosian, Village of Florida, Building Inspector
Tom Fuller, Village of Florida, Trustee

Hazard - Flooding – **Bridge Street** pictures reviewed. V/Florida can provide a copy if needed.

Reviewed outstanding items from the to-do list.

Adrian to provide capabilities, integration, public inv, dev trends, and FIRM compliance at later date.

Map Updates

- Park land annexed to Village – add outline based on tax map – does not show in GIS
- Add water filtration plan to map near glenmere lake
- Believes recent development off 94 annexed into Village is shown on outline
- Possible Dam Project? **Improve glenmere closure dike** – just a thin band of soil holding back 1 foot worth of water
- **Reserve water supply for Village – ground water – currently village gets all water from glenmere lake – surface source only.**
 - Hydrogeological study?
 - Reserve wells needed.
 - Supply OC jail & valley view
 - maybe juvenile center off cross rd will be added to system
 - intake elevation at Lake to water plant unknown – Adrian to confirm

Already have cooling/warming centers in sr center - no generator at site though

All gas supply for energy except a small neighborhood marked on map.

Black dirt clouds in high wind – severely reduce visibility/air quality – blanket village in fine dust.

De-snagging has helped with flooding

- **Browns Creek** – Private Land on banks
- Quaker Creek - recently done

Sanitary pumps flood out – **raise?**

- Village Park drive
- Warner Avenue

Lightning arrestors on water towers? Adrian to confirm presence

No interest in tornado mitigation

Dam – TEC to suggest mitigation projects based on 2009 study completed for orange county. Village fears DEC order will place responsibility solely on Village.

Obtain legal right to enter lands to clean streams?

- Have tried in past
- Lost grants due to lack of cooperation and fear of condemnation/taxation
- Grant to gain right of entry/easement might be project.

Meeting of Village Water

- All commercial metered
- Old residential unmetered - about 45 % res. Water customers not metered
- NYSDEC compliance issue
 - Directed to meter system to understand reservoir yield/subsequent use

Generators (\$40,000 is current combined estimate) for 3 locations

- Police
- Sr. Center (could become shelter if gen installed)
- Village Hall

Quaker Creek floods access to Golden Hill (school)

DPW building can be added to sewer plant generator to provide backup power there.

Water supply needs assessment

Jayne St. Bridge – poor condition, small waterway opening – TEC previously prepared a grant app for rehab – unfunded.

County Bridge @ Meadow Rd – county jurisdiction – poor design – needs upgrade.

No failure @ sewer plant during flooding – FF remained dry.

- No spillage recorded.

Bridge to WWTP – Old RR bridge – poor condition. Village does not own, but need access. Joint project? Project to gain control of bridge?

Impact Fees assessed for new development:

- Water
- Sewer
- Park

Adrian to confirm w Jerry MacDonald (village eng) cap plan budgets are included/estimated for:

- Water
- Sewer
- Dpw

Fix Inoperable hydrants +/-6 are frozen – project?

Item No.	Description	Responsibility [Due Date]	Town of Warwick	Village of Warwick	Village of Florida	Village of Greenwood Lake	Explanation
1-1	Tectonic will provide template newspaper article and website posting language along with Organization Invitation Letter for each Jurisdiction	Tectonic [12/18/12]	NA	NA	NA	NA	<ul style="list-style-type: none"> 12/18/12 – Templates provided to all Jurisdictions via email.
1-2	Tectonic will provide Critical Facility List Template	Tectonic [12/18/12]	NA	NA	NA	NA	<ul style="list-style-type: none"> 12/18/12 – Template provided to all Jurisdictions via email.
1-3	Each Jurisdiction will provide documents regarding Comprehensive plans, existing mitigation plans, and latest repetitive loss structure data.	All Jurisdictions [1/24/13]	C	C	C	C	<ul style="list-style-type: none"> 1/16/13 – Greenwood Lake provided Flood Mitigation Plan 1/24/13 – Town of Warwick Comprehensive Plan 1/24/13 – Florida provided Comprehensive Plan 4/10/13 – Village of Warwick Comprehensive Plan
1-4	Each Jurisdiction will coordinate posting of the public notice to their respective website and newspaper.	All Jurisdictions [1/24/13]	C	C	C	C	<ul style="list-style-type: none"> 2/20/13 – Jurisdictions provided copy of Public Notice posting in local newspaper; Greenwood Lake posted notice on website
1-5	Each Jurisdiction will coordinate posting of Organization Invitation Letter to respective website.	All Jurisdictions [1/24/13]	C	C	C	C	<ul style="list-style-type: none"> 1/22/13 – Florida provided copy of Invitation 4/2/13 – Town of Warwick posted 4/11/13 – Village of Greenwood Lake
1-6	Each Jurisdiction will complete Critical Facility list including lat. & long coordinates, property cost, etc.	All Jurisdictions [1/24/13]	C	C	C	C	<ul style="list-style-type: none"> 1/23/13 – Florida provided critical facilities list 1/24/13 – Town of Warwick provided critical facilities list 2/27/13 – Village of Warwick provided critical facilities list. 4/13/13 – Village of Greenwood Lake

STATUS KEY	(NC) Not Complete	(IP) In Progress	(C) Complete	(NA) Not Assigned
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Item No.	Description	Responsibility [Due Date]	Town of Warwick	Village of Warwick	Village of Florida	Village of Greenwood Lake	Explanation
2-1	Robert Porras to provide Tectonic with dated pictures of Hurricanes Lee & Irene	Robert Porras [2/27/13]	NA	NA	NA	NA	
2-2	Town of Warwick Fire Dept. to provide Tectonic with more historical wildfire info	Town of Warwick [2/27/13]	C	NA	NA	NA	
2-3	Tectonic to provide copy of the historic hazard event database to Committee	Tectonic [2/8/13]	NA	NA	NA	NA	<ul style="list-style-type: none"> 2/8/13 – Tectonic provided
2-4	Tectonic to provide Committee members with example paragraph for development trends worksheet	Tectonic [2/8/13]	NA	NA	NA	NA	<ul style="list-style-type: none"> 2/8/13 – Tectonic provided
2-5	All Jurisdictions shall review historical hazard event spreadsheet and provide damage cost estimates and other additions/revisions	All Jurisdiction [2/27/13]	NC	C	NC	C	<ul style="list-style-type: none"> 4/11/13- Village of Warwick & Greenwood Lake reviewed
2-6	All Jurisdictions shall complete the CPRI spreadsheet provided by Tectonic	All Jurisdiction [2/27/13]	C	C	C	C	<ul style="list-style-type: none"> 3/26/13 – Village of Florida provided information to complete worksheet 4/4/13 – Town of Warwick completed 4/10/13 – Village of Warwick completed 4/11/13 – Village of Greenwood Lake
2-7	All Jurisdictions shall provide a brief description of the Development Trends for the past 5 years on worksheet provided by Tectonic	All Jurisdiction [2/27/13]	C	NC	NC	C	<ul style="list-style-type: none"> 2/27/13 – Town of Warwick submitted worksheet. 4/11/13 – Village of Greenwood Lake

STATUS KEY	(NC) Not Complete	(IP) In Progress	(C) Complete	(NA) Not Assigned
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Item No.	Description	Responsibility [Due Date]	Town of Warwick	Village of Warwick	Village of Florida	Village of Greenwood Lake	Explanation
2-8	All Jurisdictions will complete the Mitigation Action/Project worksheet provided by Tectonic	All Jurisdiction [2/27/13]	NC	NC	C	C	<ul style="list-style-type: none"> 4/3/11 – Village of Florida 4/11/13 – Village of Greenwood Lake
3-1	Each jurisdiction shall complete the NFIP Compliance worksheet. Provided by Tectonic via email	All Jurisdictions [4/4/13]	C	C	C	C	<ul style="list-style-type: none"> 2/27/13 – Town of Warwick submitted 3 /7/ 13 – Village of Warwick submitted 4/3/13 – Village of Florida submitted 4/11/13 – Village of Greenwood Lake
3-2	Each jurisdiction shall complete the capability assessment worksheet. Provided by Tectonic via email	All Jurisdictions [4/4/13]	C	C	NC	C	<ul style="list-style-type: none"> 2/27/13 – Town of Warwick submitted worksheet. 4/10/13 – Village of Warwick submitted 4/11/13 – Village of Greenwood Lake
3-3	Each jurisdiction shall provide a list of potential general and specific planning mechanisms that would be target candidates for integrating / referencing the 2013 Plan. Provided by Tectonic via email	All Jurisdictions [4/4/13]	C	NC	NC	C	<ul style="list-style-type: none"> 4/3/13 – Town of Warwick submitted 4/11/13- Village of Greenwood Lake
3-4	Each jurisdiction shall provide a list of specific public involvement activities anticipated for the next 5 years, wherein the 2013 Plan and hazard mitigation materials could be used to engage the public.	All Jurisdictions [4/4/13]	C	NC	NC	C	<ul style="list-style-type: none"> 2/27/13 – Town of Warwick submitted worksheet. 4/11/13 – Village of Greenwood Lake

STATUS KEY	(NC) Not Complete	(IP) In Progress	(C) Complete	(NA) Not Assigned
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