

Washington County All-Hazard Mitigation Plan Meeting Minutes
May 8, 2006

Call to Order:

The meeting was called to order by Dr. Tom Phelan at 7:05 p.m. in the Second Floor Conference Room at the Washington County Municipal Building B, Fort Edward, New York.

Attendance (8):

Kyle Vandewater	Washington County DPW, Mitigation
Hugh Dewey	Town of Greenwich, Highway Supt.
Dr. Tom Phelan	Strategic Teaching Associates, Inc., President
Leon R. Clark, Jr.	Town of Hampton
Chris Rieben	Town of White Creek, Highway Supt.
Sean Carney	Town of Jackson, Highway Supt.
Joseph Childs	Village of Salem, Trustee
John Murphy	National Grid

Introductions:

Each attendee introduced himself and stated his jurisdiction or position. John Murphy, National Grid, attended for the first time.

Approval of the Minutes:

The minutes of the April 13, 2006, Orientation meeting were distributed and unanimously approved. Dr. Phelan noted that the "Next Meeting" date had been changed from May 1 to May 8, 2006.

Treasurer's Report:

Dr. Phelan stated that this space on each agenda would be used to distribute and discuss the Quarterly Report to SEMO as required under the terms of the grant. The Quarterly Progress Report dated 3/31/2006, was distributed and reviewed.

Committee Reports:

As yet there are no committees, but this space on the agenda will be used after committees or sub-committees have been formed.

Old Business:

Planning Task Force Formation: Eight (8) of the fourteen (14) people who agreed to serve on the Task Force attended the meeting. Discussion led to a decision to hold the next meeting during the work day. It will be June 12, from 9:00 – 11:00 a.m. at the Washington County Municipal Center (room TBD).

Recommendations for Community Involvement: The Task Force members present discussed use of the County's website for posting information about the Mitigation Plan and the Task Force. Kyle Vandewater reported that discussion with the webmaster had begun and procedures for uploading Mitigation Planning information would be forthcoming soon. Joseph Childs asked for a clearer definition of "public involvement." What constitutes the "public." Dr. Phelan replied that all County residents should be made aware of the mitigation planning process and should have access to all records. The term "public" means all residents, businesses, schools, etc.

From the April 13, 2006, meeting: "It was made clear that public involvement and participation in the planning process is a requirement of the grant. It was suggested that meeting minutes be posted on the County's new website. Attendees whose organizations have boards of directors or advisory boards were encouraged to ask members of those boards to encourage participation in the planning process."

Chris Rieben agreed to distribute information about the Mitigation Planning Task Force and the grant at the next meeting of the Highway Superintendents. He also agreed to forward information to a representative who would be attending the County Fire Chiefs' meeting. Material will be mailed to Chris by Dr. Phelan in time for the June 1, 2006, meeting (15 copies each for highway and fire). Chris provided his mailing address.

Review of Disaster Mitigation Act 2000: A copy of the Act was distributed. Joseph Childs asked if we could discuss it section by section. Dr. Phelan agreed, and stated that many of the forms attached to the agenda would help clarify the intention of the Act.

New Business:

Attached to the Agenda was a sample Table of Contents from a Mitigation Plan. This was presented to make Task Force members aware of what would be contained in the final plan document.

Also distributed were Worksheets 1, 2, 3a, 3b, and 4. Discussion ensued about Worksheet 1: Identify the Hazards. Dr. Phelan explained how the worksheet is to be used. It is to be completed for each municipality in the County. Task A is a list of hazards that may occur. Task B focuses on the most prevalent hazards in your community. Space on the sheet is provided to list certain details about each of the hazards checked in Task B. In addition to the hazards listed on the worksheet, Task Force Members added Ice Storm, Extreme Cold, and Disease.

The Task Force briefly reviewed Worksheets 2, 3a, 3b, and 4 to see the progression of the process. There was a question about FIRM maps which went temporarily unanswered. FIRM is Flood Insurance Rate Maps, found on the web at <http://mapserver2.esri.com> The maps present the 100 year and 500 year flood histories and histories of other disasters. They can be viewed, printed, or e-mailed from the website.

Formation of Committees: This item was tabled until the June 12, 2006, meeting.

Program/Discussion:

There was no program scheduled for this meeting.

Reprinted from the April 13, 2006, meeting:

All-Hazard Mitigation Planning Task Force Formation:

Dr. Phelan offered Monday May 1, 2006, as a possible date for a next meeting and asked attendees who wished to participate in the Planning Task Force to so indicate by placing a check next to their name on the sign-in sheet. Fourteen (14) attendees indicated a desire to serve on the Planning Task Force and to receive information about the next meeting. All were encouraged to communicate the formation of the Task Force to others in the community who might wish to be involved.

All-Hazard Mitigation Planning Task Force Members

Robert W. Humiston	Town of Argyle
Hugh Dewey	Town of Greenwich
Floyd Pratt	Town of Hebron
Ken Talkington	Hebron
Doug Brownell	Easton Volunteer Fire Company
William H. Cook	Washington County Public Safety
Chris Rieben	Town of White Creek
Sean Carney	Town of Jackson
Ray Rathbun	Telescope Casual Furniture
Joseph Childs	Village of Salem
Maureen Van Buren	Ft. Ann Central School
John Boyce	Fort Hudson Nursing Center
Willy Grimmke	Washington County DPW
Kyle Vandewater	Washington County DPW
Dr. Thomas D. Phelan	Strategic Teaching Associates, Inc.

Next Meeting:

Monday June 12, 2006, 9:00 – 11:00 a.m. Washington County Municipal Center

Adjournment:

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Thomas D. Phelan, Ed.D.

<http://www.co.washington.ny.us>