

Herkimer County
Hazard Mitigation Plan Update
Meeting Notes



Purpose of Meeting:	Mitigation Strategy Workshop
Location of Meeting:	Virtual Teams Meeting
Date of Meeting:	April 24, 2023, 10:00 am

Attendees:	
Mishele Spaman*	Town of Frankfort
Marvin Jones*	Village of Cold Brook
Robert Vandawalker*	Herkimer County-Emergency Services
Mark Buddle*	Town of Columbia
Diane Ward	Herkimer County- Health
Pedersen, Gerald (DHSES)	NYSDHSES
O'Reilly, Elizabeth (DHSES)	NYSDHSES
Stephanie Tyoe (Guest)	Herkimer County - Highway
Dominic Frank	Town of Herkimer
Paperman, Roland (DHSES)	NYSDHSES
Wilkinson, John (DHSES)	NYSDHSES
Peter Rovazzi	Town of German Flatts
John Stephens	Village of Ilion
Clapp, Kevin (DHSES)	NYSDHSES
Rodney Denslow	Tractor Supply
Betsy Parmarter	NYSDHSES
Chris Huch	Tetra Tech, Inc.
Cynthia Addonizio-Bianco	Tetra Tech, Inc.

Agenda Summary: Purpose to provide guidance on identifying mitigation actions and developing a mitigation strategy

Item No.	Description	Action item(s):
1	Opening Remarks/Progress Report <ul style="list-style-type: none"> Meeting started at 10:05 am 	
2	In-Kind Services Tracking/Outreach <ul style="list-style-type: none"> Mr. Raymond reminded committee members to document any time spent to attend HMP meetings, to provide input, or to provide information to their constituencies to ensure their efforts are included in the documentation to comply with grant requirements. The public HMP website https://www.herkimercountynyhmp.com/ has been updated with meeting dates and meeting documentation. The public draft will be located on this site for public review. 	Action: Submit documentation of hours spent supporting the mitigation planning process, including hours spent to provide data, review documents, provide updates to communities.

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3	<p>Developing Mitigation Strategies</p> <ul style="list-style-type: none">• Tetra Tech reviewed risk reduction strategies as included in the presentation (attached).• Tetra Tech distributed brainstorming worksheets to kick-start the development of problem statements. In addition, they provided all communities with pre-populated Action Worksheets for some initial projects.• Mr. Clapp noted that when developing mitigation projects it is helpful to consider sustainable elements such as including solar, wind, or microgrid elements for backup power generation for critical facilities. He noted that if there is an area with multiple facilities owned by a municipality in the same general area, consideration should be given to how backup power can be provided for multiple buildings and how can funding can be obtained from multiple sources, not just FEMA but other state or federal agencies who have available funding programs.	
4	<p>Development of Actions</p> <p>Tetra Tech reviewed the following guidelines for the content of Action Worksheets:</p> <ul style="list-style-type: none">• Projects should have a strong connection to the risk assessment• Projects should be specific in time, place, and location• Projects should be diverse in nature• Communities have been provided a Mitigation Catalog• Project descriptions to include consideration of priorities, integration with existing programs, timelines, benefits, and costs• Mr. Clapp noted that it is important for communities to consider participating in the NY Climate Smart or the Clean Energy community programs as these support resiliency and our planning process can be credited for points under these programs. He also noted that if communities participate in FENA's Community Rating System Program, NFIP insured property premiums discounts could be available.• Mr. Frank asked for clarification on the number of projects to include in a community's mitigation strategy regarding the ability to complete the project within the 5-year performance period of the hazard mitigation plan or if a larger list of projects would support future funding of projects. Mr. Huch noted that it is best to include projects that can be realistically completed within 5 years but that additional projects may be included as part of the annual maintenance of the plan. [Post meeting note-communities may include additional projects that may be implemented outside the 5-year performance period of the plan, or these may be	

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	<p>added as they emerge as per the plan maintenance procedure that will be included in the plan.] Mr. Clapp further noted that projects addressed by public assistance are not impacted or limited by the projects included in the hazard mitigation plan. He reinforced the comment that additional actions or projects can be included during the plan maintenance process as the mitigation plan is a living plan.</p> <ul style="list-style-type: none"> • The Village of Cold Brook noted that they experience major flooding issues as they are located down hill from other communities and ¾ of the village is in the floodplain. There are 7 bridges in the village (with only one bridge owned by the village, the others are state-owned) and much of the work in reducing flooding needs to be done outside of the village limits. In addition there are water quality issues due to farm ponds and incorrectly installed septic systems which malfunction during flood conditions and contaminate the stream. Mr. Clapp noted that there needs to be coordination to develop mitigation actions with neighboring communities. This needs to be addressed holistically including coordination with the state department of transportation, NYDEC, Soil & Water Conservation District (SWCD), and the Army Corps of Engineers. • The County has dealt with the DOT and the SWCD which resulted in a re-design to eliminate the wash out and the water runs behind the houses. On the side of town near Russia, debris build up creates flooding during a hard storm. • In 2011 there was a mud slide caused by runoff through the village. The flooding was significant, and a refrigerator was seen floating past the first responders in a fire truck and a house was washed out. 	
5	<p>Next Steps</p> <ul style="list-style-type: none"> • To enable those who could not participate, a video of the presentation is available online for review here: HerkimerMitigationActionWorkshop • Continue to engage the public • Develop mitigation strategy/actions: May 2023 • Emails will be sent to all participating planning partner communities with contact information for the planner assigned to support the development of each community annex or chapter of the plan. All planning partners are requested to set up a meeting with their assigned planner before May to complete its community annex. 	Schedule a support meeting with Tetra Tech to complete your community annex.
6	<p>Conclusion - The meeting concluded at 11:15 am.</p>	