

Town of Groton  
Select Board Work Session Minutes  
February 5, 2019

**In attendance: John Rescigno, Ron Madan and Sara Smith (Administrative Assistant - AA)**

**John called the meeting to order at 4:00pm.**

***Meeting with June Garneau- All Hazard Mitigation Plan Update (John, Ron, Bubba, Sara, Kayla from HSEM)***

Things to follow up on from last meeting:

- Sara to file the contract/agreement- **Done**
- Sara to look into the grant payments and what we are required to do for invoices, reimbursement, etc.- **We don't need to worry about this yet**
- Sara to get the information off of the MS-1 that was needed for the statistics- **Done**
- Deb will look into the dates of the zoning ordinance and subdivision regulations- **Sara will follow up with Deb on this**
- Sara and Bubba to work on the list of roads and how many are paved vs gravel- **Done**
- Sara and Bubba to work on the culvert worksheet that June will send via email. There are three tabs on this spreadsheet. The first tab "asks" for information on culverts that need to be done in the next five years. The second tab is June's vision of a "Storm Water Maintenance Plan"; there will be a Mitigation Action Item in the Plan that will suggest that the Road Agent prepare a "Storm Water Maintenance Plan" sometime over the next five years (the life of the Plan). June explained that for now, all we have to worry about is the first tab. **Still need to do**
- Sara to post the press release at the Town House, Transfer Station and online. - **Done**
- Sara to add all meetings to the calendar. **Done**

Today's topics:

- Review from the last meeting
- Went over Table 2.1, Town Statistics, and made sure everything was correct
- Went over Table 3.1, Hazard Identification, and analysis and made sure everything was correct
- Finished Hazard descriptions and went over development, roads and public notice.
- Went over Table 3.2, Historic Hazard identification, and talked about categories and filled in the table
- Went over Tables 4.1-4.4, Critical Infrastructure and Key Resources, went over each category and filled in the table
- Started Table 6.1, current plans, policies and mutual aid. We will pick up here next time

Homework:

- Sara will ask Pam if there is a landing zone for a helicopter at Groton Wind
- Everyone should review the materials sent by MAPS
- Look into NIMA Training for new officials and emergency operations team
- June will send information to Sara for a table at Town meeting to include information for Code Red, a volunteer form for those that are trained to assist in emergencies and a functional needs form.

Upcoming meetings are:

- February 19, 2019 at 4:00pm
- March 19, 2019 at 4:00pm
- April 16, 2019 at 4:00pm

**Having no other business to conduct, Ron motioned to adjourn at 5:50pm, John 2nd, so voted.**

Respectfully submitted,

Sara Smith  
Administrative Assistant