

SECTION III

EXISTING MITIGATION STRATEGIES & PROPOSED IMPROVEMENTS

Review of Existing Programs

The Hooksett Hazard Mitigation Plan Committee identified the following regulations/strategies/equipment related to mitigation measures for five types of hazards:

A. Flooding

- Floodplain Development Ordinance
- Wetlands Conservation Overlay District
- Groundwater Resource Conservation District
- Emergency Management Plan
- Evacuation and Notification
- Road Design Standards
- Shoreland Protection Act
- Best Management Practices (BMP's)
- Electrical Back-Up Generators
- Town Radio System
- Hazardous Materials Regulations
- Elevation Certificates
- Manufactured Housing Parks (zoning)
- IBC Building Code *and* Local Building Code
- Steep Slopes and Class VI Roads
- Comprehensive Emergency Management Planning for Schools

B. Wind

- Emergency Management Plan
- Electrical Back-Up Generators
- Town Radio System

- Manufactured Housing Parks (zoning)
- IBC Building Code *and* Local Building Code
- Comprehensive Emergency Management Planning for Schools

C. Wildfire

- Emergency Management Plan
- Evacuation and Notification
- Electrical Back-Up Generators
- Town Radio System

D. Ice & Snow Events

- Emergency Management Plan
- Electrical Back-Up Generators
- Town Radio System
- IBC Building Code *and* Local Building Code
- Comprehensive Emergency Management Planning for Schools

E. Earthquakes

- Emergency Management Plan
- Evacuation and Notification
- Electrical Back-Up Generators
- Town Radio System
- Manufactured Housing Parks (zoning)
- IBC Building Code *and* Local Building Code
- Comprehensive Emergency Management Planning for Schools

Description of Existing Programs

The Town of Hooksett has adopted the following programs and ordinances relating to Hazard Mitigation:

Floodplain Development Ordinance

Floodplain Development Ordinance regulations apply to all lands designated as Special Flood Hazard Areas (SFHA's) by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the Town of Hooksett, N.H." and the associated Flood Insurance Rate Maps dated March 12, 1982. The Building Inspector shall review all building permit applications for new construction or substantial improvements to determine whether proposed building sites will be reasonably safe from flooding.

Wetlands Conservation Overlay District (zoning)

The Wetlands Conservation Overlay District regulates the uses allowed on lands subject to standing water or extended periods of high water table. It includes areas of Town that contain marshes, ponds, bogs, lakes, streams and rivers, as well as soils defined as poorly or very poorly drained by the National Cooperative Soil Survey conducted by the U.S. Department of Agriculture Soil Conservation Service. Contained within the Overlay District are wetlands that are 2000 square feet or larger, that are of any size if contiguous to surface waters, and all land within 50 feet of those wetlands that are included within the Wetlands Conservation District.

Groundwater Resource Conservation District (zoning)

The Groundwater Resource Conservation District was designated in order to protect, preserve and maintain existing and potential groundwater supply and groundwater recharge areas within known aquifers from adverse development, land use practices or depletion. This is to be accomplished by regulating land uses that would contribute polluted water or other pollutants to designated aquifers identified as being needed for present and future public and private water supplies. It includes those areas designated as having high and medium potential to yield groundwater as shown on the Town of Hooksett Groundwater Conservation District map on file with the Planning Board.

Manufactured Housing Parks (zoning)

The Manufactured Housing Parks Ordinance regulates housing parks and manufactured housing units in such parks.

Emergency Management Plan

Hooksett maintains an Emergency Management Plan. This Plan was last updated on May 9, 1997.

Evacuation and Notification

Hooksett maintains an Emergency Management Plan that addresses evacuation procedures for emergency notification and routes to be taken.

State Dam Program

Hooksett maintains Class A and B dams in coordination with the State Dam Program.

Road Design Standards

Hooksett maintains road design regulations (NH DOT Standards) as part of its subdivision regulations.

Shoreland Protection Act

The Shoreland Protection Act, adopted by the State of New Hampshire during 1994, establishes minimum standards for the future subdivision, use, and development of all shore lands within 250 feet of the state's public waters. When repairs, improvements, or expansions are proposed to existing development, the law requires these alterations to be consistent with the intent of the Act. The Department of Environmental Services (DES) is responsible for enforcing the standards within the protected shoreland, unless a community adopts an ordinance, or shoreland provisions, equal to or more stringent than those provided for by the Act.

Best Management Practices (BMP's)

BMP's are established by the state for erosion and sediment control.

Electrical Back-Up Generators

The Town has electrical back-up generators at its two fire stations as well as a mobile back-up generator.

Town Radio System

The existing radio system has a number of dead spots in Town due to existing antenna placement. By the end of 2002, the system will be upgraded to eliminate the dead spots.

Hazardous Materials Regulations

New Hampshire regulations regarding hazardous materials are enforced by the Town of Hooksett.

Regulation of Travel Trailers and Motor Homes

Hooksett regulates travel trailers and motor homes by provisions in its zoning ordinance.

International Building Code *and* Local Building Code

The International Building Code (IBC) and the Local Building Code are both enforced within the Town of Hooksett.

Steep Slopes and Class VI Roads

Regulations for steep slopes and Class VI Roads are both found within the Town's Subdivision Ordinance, and are both enforced within Hooksett.

Comprehensive Emergency Management Planning for Schools (CEMPS)

CEMPS is currently coordinated between the State of New Hampshire and the school district. This training program for schools has been utilized in the past and will continue to be a valuable training program in future years.

Existing Protection Matrix

The Hooksett Hazard Mitigation Plan Committee has developed a matrix, presented on the following pages, of existing strategies that support hazard mitigation efforts. This matrix, a summary of the preceding information, includes the type of existing protection (Column 1), a description of the existing protection (Column 2), the area of Town affected (Column 3), the effectiveness or enforcement of the strategy (Column 4), and the identified improvements or changes needed (Column 5).

Existing Protection Policies, Programs and Proposed Improvements for the Town of Hooksett

TYPE OF EXISTING PROTECTION	DESCRIPTION	AREA OF TOWN COVERED	EFFECTIVENESS OR ENFORCEMENT	IMPROVEMENTS OR CHANGES NEEDED (Funding Source)
Floodplain Development Ordinances	Guides development in floodplains to minimize or prevent any increased risk to existing properties in the Special Flood Hazard Areas	All lands designated as special flood hazard areas by FEMA	<ul style="list-style-type: none"> • Building Inspector • Planning Board 	Educate public about hazard mitigation programs, including GIS maps (Town Budget)
Elevation Certificates	Required for Certificate of Occupancy for all new construction/ substantial improvements in SFHAs	100 year Floodplain-SFHA	<ul style="list-style-type: none"> • Building Inspector 	Coordinate update of flood maps with FEMA (Town Budget, FEMA NFIP)
Wetland Conservation Overlay District	Protects aquifers and wetlands and includes 75' wetlands buffer beyond the boundary of each prime wetland	All lands within the wetland overlay district	<ul style="list-style-type: none"> • Building Inspector • Planning Board • Conservation Commission 	Educate the public about wetlands and their unique importance (Town Budget)
Groundwater Resource Conservation District	Protects groundwater supply and recharge areas from adverse development or depletion	Areas with high and medium potential to yield groundwater shown on the Hooksett Groundwater Conservation District Map	<ul style="list-style-type: none"> • Planning Board. • Health Officer • Code Enforcement • Conservation Commission 	Educate the public regarding the importance of groundwater recharge; enhance GIS capability (Town Budget)
Emergency Management Plan (EMP)	Describes duties of Town personnel during an emergency	All areas of Town	Last updated in 1997	Update Emergency Management Plan (Town Budget)
Evacuation and Notification	Evacuation procedures with emergency notification and routes to be taken	All areas of Town	Contained within EMP, last updated 1997	Update Emergency Management Plan, in coordination with Towns of Candia and Bow (Town Budget)

TYPE OF EXISTING PROTECTION	DESCRIPTION	AREA OF TOWN COVERED	EFFECTIVENESS OR ENFORCEMENT	IMPROVEMENTS OR CHANGES NEEDED (Funding Source)
NH State Dam Program	Maintenance of Class A and B Dams in coordination with the State Dam Program	All Class A and B Dams in Hooksett	Adequate	More information should be available
Road Design Standards	NH DOT Standards and Town Standards	All new subdivisions	<ul style="list-style-type: none"> • Planning Board 	None at this time
Shoreland Protection Act	Standards for use of all shorelands within 250 ft. of state public waters to protect streambanks and water quality from the adverse effects of development	All property within 250 feet of state public waters	<ul style="list-style-type: none"> • Planning Board • Dept. of Env Services 	Educate property owners about land clearing procedures (Town Budget)
Best Management Practices (BMP's)	State guidelines for erosion and sediment control; protection of natural environment & prevention potential damage due to poor construction methods	All areas of Town	<ul style="list-style-type: none"> • State of NH • DPW (Town) 	None at this time
Generators	Two , one at each fire station, and one mobile backup	All areas of Town	<ul style="list-style-type: none"> • Fire Dept. 	Purchase additional mobile back-up generator(s) (Town Budget &/or Grant)
Town Radio System	Communications between fire, police, emergency services	All areas of Town	Emergency Personnel	Plan to upgrade by the end of 2002 (Town Budget)
Hazardous Materials Regulations	State regulations administered by Town	All areas of Town	Police, Fire Depts.	Educate the public about transport of hazardous materials (Town Budget)
Manufactured Housing Parks (MHPs)	Regulates MHPs and units within parks	Only allowed in Commercial Zone	<ul style="list-style-type: none"> • Planning Board • Building Inspector • Code Enforcement 	Potential expansion of opportunities for manufactured housing, affordable housing (Town Budget)

TYPE OF EXISTING PROTECTION	DESCRIPTION	AREA OF TOWN COVERED	EFFECTIVENESS OR ENFORCEMENT	IMPROVEMENTS OR CHANGES NEEDED (Funding Source)
Motor Homes/Travel Trailers	Regulates use of these vehicles; Allowed to be parked, but not used for dwelling	All areas of Town	<ul style="list-style-type: none"> • Planning Board • Code Enforcement 	None at this time
IBC and Local Bldg. Codes	Regulates construction of buildings to set a minimum standard of protection to building occupants	All areas of Town	<ul style="list-style-type: none"> • Building Inspector • Code Enforcement 	None at this time
Comprehensive Emergency Management Planning for Schools (CEMPS)	Education for school teachers, administrators and children about emergency situations	All schools	Training is adequate for schools	Would like to develop program more fully (Town Budget with NH OEM)
Steep Slopes & Class VI Roads Regulations	Subdivision Regulations; set standards to prevent erosion, mudslides, etc	Slopes over 15% and Class VI Roads	Town Council	None at this time
HazMat Response Team	Continued dependence on mutual aid within the Town's District	All areas of Town	Adequate effectiveness	None at this time

Summary of Recommended Improvements

The Hooksett Hazard Mitigation Plan Committee recommends the following *improvements* to existing Town programs related to hazard mitigation:

1. Floodplain Development Ordinance: Educate the public about hazard mitigation programs, including GIS maps.
2. Elevation Certificates: Coordinate flood maps update with FEMA.
3. Wetlands Conservation Overlay District: Educate the public about the importance of wetlands.
4. Groundwater Resource Conservation District: Educate the public regarding the importance of groundwater recharge, along with GIS maps.
5. Emergency Management Plan (EMP): Last updated in 1997. Review and update this Plan by 2003.
6. Evacuation and Notification: Update the EMP, and coordinate with the towns of Candia and Bow.
7. New Hampshire State Dam Program: More information should be available to the public regarding dam safety and potential dam breach and failure.
8. Shoreland Protection Act: Educate property owners on land clearing procedures.
9. Generators: Purchase additional back up generators.
10. Town Radio System: Plan to upgrade system by the end of 2002.
11. Hazardous Materials Regulations: Educate the public about the transport of hazardous materials.
12. Manufactured Housing Parks: Potential expansion of opportunities for manufactured and affordable housing.
13. Comprehensive Emergency Management Planning for Schools (CEMPS): Would like to develop this program more fully.

SECTION IV NEWLY IDENTIFIED MITIGATION STRATEGIES AND CRITICAL EVALUATION

Summary of New Strategies

The Hooksett Hazard Mitigation Plan Committee identified the following new mitigation strategies¹⁰:

- Update Flood Maps
- Develop River Stewardship Program
- Develop Tree Maintenance Program
- Develop Wellhead Protection Program
- Purchase flood prone properties
- Elevate structures in the floodplain
- Discourage construction in the floodplain
- Encourage the Conservation Commission to become active in acquiring flood prone properties for conservation and preservation purposes
- Educate citizens about flood mitigation
- Upgrade of K-Mart area culvert
- Enhance GIS for floodplain mapping
- Purchase and install river gauges with transmitting capabilities
- Purchase material for hurricane proofing of buildings
- Purchase emergency vehicles and equipment (Boats)
- Develop web site for floodplain information
- Implement culvert analysis for inventory and condition
- Develop culvert maintenance system
- Plan for needed new cisterns and maintenance
- Develop early warning system for floodplain residents
- Develop maintenance program for detention/retention ponds
- Purchase vehicles and hoses for firefighting
- Coordinate with Town of Candia for potential breach or failure of Dube Pond Dam
- Develop control mechanism for beaver actions in wetlands
- Coordinate with Town of Bow for potential breach or failure of Garvin Falls Dam
- Purchase portable generators
- Develop public awareness program about emergency management

¹⁰ More specific details on each new hazard mitigation strategy can be found in Section V “Prioritized Implementation Schedule and Funding Sources.”

Summary of Critical Evaluation Method

Initial selection of mitigation projects was based on filling in perceived gaps in hazard protection within the Town. The Hooksett Hazard Mitigation Plan Committee selected and reviewed each of the newly identified mitigation strategies and those improvements recommended in Column 5 of the Existing Protection Matrix. Using the following criteria¹¹, rating scores were assigned to each criterion based on (1) Poor; (2) Average; (3) Good. Total scores can range from a minimum of 13 to a maximum of 36 points.

Criteria:

- Ability to reduce disaster damage
- Ability to complete or be combined with other actions
- Impact on the environment
- Ability to meet regulations
- Ability to save or protect historic structures
- Ability to meet other community objectives
- Social acceptability
- Technical feasibility/Potential success
- Administrative workability
- Political acceptability
- Legal implementation
- Economic impact
- Required environmental approvals

Preliminary Prioritization

The Hooksett Hazard Mitigation Plan Committee assigned the following scores to each of the 34 strategies for its effectiveness related to the critical evaluation factors listed above. The following groups the strategies into lists based on the type of protection offered and is in order of highest to lowest priority.

<u>Score</u>	<u>Action</u>	<u>Hazard(s)</u>
Preventative		
42	Update Flood Maps	Flooding
42	Develop Culvert Analysis Program	Flooding
41	Coordinate with Town of Bow about Garvin Falls Dam	Flooding
40	Purchase & Install River Gauges	Flooding
40	Develop a Tree Maintenance Program	Wind
38	Purchase Flood Prone Properties	Flooding
37	Develop a Wellhead Protection Program	Flooding

¹¹ These are derived from the STAPLEE method criteria. Explanation of STAPLEE is provided in Appendix E.

29	Educate the Public about Dam Safety	Flooding
14	Coordinate with Candia on Dube Pond Dam	Flooding
Property Protection		
42	Develop Culvert Maintenance Program	Flooding
36	Develop a maintenance Program for Retention/Detention Ponds	Flooding33
	Develop Control Mechanism for beaver action in wetlands	Flooding
29	Educate property owners on land clearing procedures	All
26	Purchase Material for Hurricane-Proofing of Public Buildings	Wind
Protection of the Floodplain		
40	Conservation Commission Property Purchases	Flooding
40	Discourage construction in the floodplain	Flooding
28	Develop River Stewardship Program	Flooding
Structural Projects		
41	K-Mart area Culvert Upgrade	Flooding
36	Elevate Structures within the Floodplain	Flooding
Emergency Services		
42	Purchase Emergency Vehicles & Equipment (boats)	All
41	Upgrade Town radio system	All
40	Update the EAP	All
40	Purchase Hoses for wildfire fighting	Fire
40	Purchase Portable Generator(s)	All
40	CEMPS	All
38	Develop plans for new cistern location and maintenance	Fire
Public Information		
42	Enhance GIS for Floodplain Mapping	Flooding
42	Develop a Floodplain Web Site	Flooding
41	Education for citizens about flood mitigation	Flooding
36	Develop early Warning System for Flooding	Flooding
35	Increase public awareness of personal responsibilities for emergency management	All
29	Educate the public about the importance of wetlands	Flooding
28	Educate the public about the transport of Hazardous Materials	Hazardous Materials
28	Educate the public about groundwater recharge	Flooding

SECTION V
PRIORITIZED IMPLEMENTATION SCHEDULE AND
FUNDING SOURCES

Implementation Strategy for Priority Mitigation Actions
The Hooksett Hazard Mitigation Plan Committee created the following prioritized schedule for implementation:

<u>Mitigation Action</u>	<u>Who (Leadership)</u>	<u>When (Deadline)</u>	<u>How (Funding Source)¹²</u>
1. (42) Update Flood Insurance Rate Maps, existing maps are dated March 1982	FEMA	2002	FEMA NFIP, MM
<u>Cost/Benefit: FEMA will allocate monies to help accomplish this task</u>			
2. (42) Purchase emergency vehicles and equipment (boats)	FEMA/Fire/Police/Rescue	2002-03	Local/Grants
<u>Cost/Benefit: Vehicles and boats initially expensive but can save lives</u>			
3. (42) Develop a website for floodplain information, covering both local, NFIP and general information of interest	In-House Staff	2003-04	Local
<u>Cost/Benefit: Website is inexpensive to develop and can provide critical information to the residents of Hooksett on Flood Mitigation efforts and practices</u>			
4. (42) Enhance GIS system for floodplain mapping	Planning Board	2002-03	Local
<u>Cost/Benefit: Initial expense involved but can develop an easy method of public access to floodplain information</u>			
5. (42) Develop a culvert analysis program, maintain a database of all culverts including location, status, condition and maintenance records	Highway Dept.	2003-04	Local/State
<u>Cost/Benefit: Maintaining information on culvert status will ease long term maintenance costs</u>			
6. (42) Develop a culvert maintenance program	Highway Dept.	2003-04	Local/State
<u>Cost/Benefit: Regular cleaning of culverts can save many dollars in flooding costs</u>			

¹² Grant source acronyms are listed at the end of this table.

Mitigation Action Who (Leadership) When (Deadline) How (Funding Source)
Number/Points

26. (33) Develop control mechanism for beaver actions in wetlands
Private, Conservation Commission Ongoing NH F&G¹⁵,
Current Use Tax
Cost/Benefit: Inexpensive way to avoid excessive water build up from beaver dams
27. (29) Educate the public about the importance of wetlands
Conservation Commission 2002-03 Curr. Use Tax &
DES Publications
Cost/Benefit: The Conservation Commission could be responsible for this, and the cost would be minimal when considering the impact it will have on residents.
28. (29) Educate public about dam safety
Dam Owner Predetermined Schedule Private
Cost/Benefit: Education on dam safety (inspection and maintenance programs) will help residents understand the importance of these programs. Very little cost involved in this mitigation method.
29. (29) Educate property owners on appropriate land clearing procedures.
State Forest Service, Bldg. Insp. 2002-03 State/Town Funds
Cost/Benefit: The New Hampshire Forest Service has knowledge pertaining to clearance procedures for private lots; little cost to the Town .
30. (28) Educate public on groundwater recharge
Conservation Commission 2002-03 Current Use Tax &
DES Publications
Cost/Benefit: The Conservation Commission could spearhead this effort, with little cost to the Town.
31. (28) Haz-Mat education on hazardous materials transport on highways
Fire, Highway, NHDOT, OEM 2003-04 Local, State
Cost/Benefit: NHDOT and OEM provide cost-free literature for use by towns to educate the public on transport of hazardous materials.

¹⁵ New Hampshire Fish and Game Department

Mitigation Action Who (Leadership) When (Deadline) How (Funding Source)
Number/Points

32. (28) Develop a River Stewardship Program, coordinate with other conservation commissions & organizations in Hooksett & surrounding towns
 Conservation Commission/MRWC¹⁶ Ongoing Private
Cost/Benefit: Volunteers and others assist with activities that keep a river healthy

33. (26) Hurricane proofing of public buildings
 Schools/EMD 2003-04 Grant/Local
Cost/Benefit: Hurricane proofing of public buildings can be inexpensive and protect valuable investments

34. (14) Coordinate with Town of Candia about potential effects of Dube Pond Dam on the Town of Hooksett
 Planning 2002-03 Local
Cost/Benefit: As with the Town of Bow, coordination is an inexpensive way to stay informed about changes to the dam and its operation.

The Town of Hooksett, as required to successfully implement the above mitigation actions, will research additional funding sources. Grants will be particularly researched on a project-by-project basis to search out the best-suited grant match.

Summary of Grant Acronyms used in the Prioritized Implementation Schedule:
 MM= Map Modernization- digital flood maps and updates (See Appendix D)
 FMAP= Flood Mitigation Assistance Program (See Appendix D)
 FMAGP= Fire Management Assistance Grant Program (See Appendix D)

¹⁶ Merrimack River Watershed Council

Cost of Implementation

The following table compares rough estimated costs of implementing each of the above prioritized mitigation actions. The actual final project budgets may exceed or be lower than the estimated range, non-the-less, these figures are assumed to represent a generic project of its type. These figures are to serve as a comparative tool for project selection and planning purposes. Figures were derived from personal knowledge of the Hooksett Hazard Mitigation Committee, past project costs in the Southern New Hampshire region, and Internet searches for project costs from either Town requests for proposals or manufacturers' specifications.

Project	Cost Range			
	< \$10,000	\$10,000- \$50,000	\$50,000- \$100,000	>\$100,000
1. Update FIRMS		X		
2. Purchase Emergency Vehicles/ Equipment/Boats			X	
3. Floodplain information website	X			
4. Enhance Floodplain GIS system	X			
5. Culvert analysis program		X		
6. Culvert maintenance program		X		
7. Coordinate with Bow on Garvin Falls Dam impacts	X			
8. Flood mitigation education	X			
9. Upgrade K-Mart area culvert			X	
10. Upgrade Town radio system				X
11. Update Emergency Management Plan		X		
12. Tree maintenance program		X		
13. Purchase and install river gauges				X
14. Purchase hoses for wildfire fighting		X		
15. Encourage Conservation Commission to purchase flood prone properties				
16. Discourage construction in the floodplain	X			
17. CEMPS for schools development	X			
18. Purchase portable generators			X	
19. Plan for new cisterns and maintenance				X
20. Purchase flood prone properties				X
21. Develop wellhead protection program		X		

Project	Cost Range			
	< \$10,000	\$10,000- \$50,000	\$50,000- \$100,000	>\$100,000
22. Develop early warning system for floodplain residents			X	
23. Detention/retention pond maintenance program			X	
24. Elevate structures in the floodplain				X
25. Increase public awareness for emergency management	X			
26. Control mechanisms for beaver actions in wetlands			X	
27. Public wetlands education	X			
28. Dam safety education	X			
29. Proper land clearing procedure public education	X			
30. Groundwater recharge education	X			
31. Haz-Mat education	X			
32. Develop a river stewardship program	X			
33. Hurricane proofing of public buildings				X
34. Coordinate with Candia on Dube Pond Dam effects	X			

Coordination with other Agencies and Individuals

Hazmit Committee member Charles Watson contacted other agencies and individuals for their input and comment on the Plan. These contacts are as follows:

Agencies:

- Hooksett Commerce Alliance
- Dufresne-Henry Inc., Engineering Review Agency
- Hooksett Town Council
- Town of Bow
- Town of Candia
- Hooksett Planning Board
- Hooksett Administration Department
- Hooksett Conservation Commission
- Hooksett Police Department
- Hooksett Fire Department
- Hooksett Building Department and Highway Department

Individuals:

- John Turbyne
- Greg DeMarco
- Steve Korzyniowski
- Alan Brennan
- Alex Vailas
- Anne Marie Kenny
- Bob Schroeder
- Bob St. Jean
- Bob Suprenant
- Carol Lighthall
- David Hess
- Dot Campbell
- Frank Kotowski
- Fred Bishop
- Gary Sleeper
- Jim Graham
- Joan Holley
- Joanne McHugh
- Kathy Aubin
- Ken Burgess
- Lisa Fellows-Weaver
- Lyn Carney
- Lynette Carney
- Mary Ruel
- Mike DiBitetto
- Nancy Winneg
- Pat Long
- Richard Hertrich
- Ron Lucci
- Stephanie Planchet
- Tom Young
- Jo Ann D'Avanza

During the week of July 15, 2002, the Plan was distributed to the following individuals for their review and comment:

- M. Farrell, Town Administrator, Emergency Management Director
- M. Howard, Fire Chief
- H. Murray, Deputy Director, Emergency Management
- S. Agrafiotis, Police Chief

- R. Suprenant, Superintendent of Schools
- M. DiBitetto, Chairman, Town Council
- D. St. Pierre, Chairman, Planning Board
- T. Johnson, Chairman, Conservation Commission
- K. Andrews, Health Officer, Code Enforcement Officer

SECTION VI
ADMINISTRATIVE PROCEDURES REGARDING ADOPTION AND
MONITORING OF THE PLAN

“Incorporating hazard mitigation considerations into the thought processes and decision making that comprise local planning reinforces community sustainability and strengthens community planning programs. It ensures that the community survives natural disasters so that it can grow and develop as it was envisioned.”

Michael J. Armstrong
Associate Director for Mitigation
Federal Emergency Management Agency

Adoption

The Hooksett Town Council has held a public meeting to formally adopt the *Hooksett Hazard Mitigation Plan* as an official statement of Town policy. In the future, this plan may constitute a new section of the Hooksett Master Plan, in accordance with RSA 674:2. As required by FEMA, the public meeting was held two weeks before this *Plan* is voted on by the Hooksett Town Council and the public meeting was properly posted and advertised by the Town in accordance with New Hampshire state law. Documentation that the plan has been formally adopted by the Hooksett Town Council is included in the *Plan* (see Appendix G).

Adoption of the Hooksett Hazard Mitigation Plan demonstrates the Town’s commitment to hazard mitigation. It also qualifies the community for federal, state and local funding and prepares the public for what the community can be expected to do both before and after a natural disaster occurs.

Monitoring and Updates: Continued Public Involvement

The *Hooksett Hazard Mitigation Plan* shall be reviewed and updated annually during the five-year period from 2003 through 2007 to track progress in implementing the mitigation strategies and actions as well as updating the goals and objectives of the *Plan*. The Hooksett Hazard Mitigation Plan Committee shall be responsible for initiating this review in coordination with the Hooksett Town Council. The Committee and the Town Council shall seek to incorporate the Priority Mitigation Actions identified in the Priority Implementation Schedule of Section V of the *Plan* into other planning mechanisms, including the Town’s Master Plan and Capital Improvement Program (CIP).

The public will continue to be invited and encouraged to be involved during this process and review meetings. All meetings involving implementation or updates of the plan shall be open to the public as is required by RSA 91-A and

notice of the meeting will be posted at least 24 hours in advance in a minimum of two locations. It is also anticipated the meetings would be publicized either on the local access television station or in the local newspaper. To gain additional public involvement, draft copies of the amended Hazard Mitigation Plan may be deposited at 2 public locations for review and comment by the public. The document should be left for a minimum of 2 weeks and then all comments considered in the process of drafting final revisions.

Changes should be made to the Plan to accommodate for actions that have failed or are not considered feasible after a review for their consistency with the prioritization criteria, the timeframe, the community's priorities, and funding sources. Priorities that were not ranked high, but identified as potential mitigation strategies, should be reviewed as well during the monitoring and update of this *Plan* to determine future implementation. In keeping with the adoption of the Hooksett Hazard Mitigation Plan, a public hearing to receive public comment on the Plan maintenance and updating shall be held during the annual review period, and the final product of annual revisions is to be adopted by the Town Council appropriately.