

# HAZARD MITIGATION PLAN

## SECTION C - PLANNING PROCESS

<b>Requirement §201.6(c)(1)</b>	<b>Documentation of the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.</b>
<b>Element A1</b>	a. Does the plan document how the plan was prepared, including the schedule or timeframe and activities that made up the plan's development, as well as who was involved?
	b. Does the plan list the jurisdictions participating in the plan that seek approval, and describe how they participated in the planning process?

The Multi-Jurisdictional Hazard Mitigation Plan for selected Municipalities located in Waldo County is a regional plan and has been prepared by a Hazard Mitigation Planning Team hosted by the Waldo County Emergency Management Agency (EMA) with representatives ten of the municipal governments. The Planning Team municipal representatives met or communicated with elected and appointed officials in their municipalities.

Each municipal government held its own outreach activities to collect comments and recommendations from individual residents on the identification of hazards, assessment of vulnerabilities and risks, and the determination of mitigation goals and measures.

**The Hazard Mitigation Planning Team consisted of the following representatives:**

Dale Rowley	County of Waldo	EMA Director
Shaun King	Town of Brooks	EMA Director
Brian Murphy	Town of Freedom	Volunteer
Elise Brown	Town of Liberty	EMA Director
David Kinney	Town of Lincolnville	Town Administrator
John York	Town of Montville	EMA Director, Fire Chief
James Kossuth	Town of Northport	Town Administrator
Connie Bellet	Town of Palermo	Volunteer
Merl Ennis	Town of Prospect	Volunteer
James Gillway	Town of Searsport	Town Manager
Terry Sawyer	Town of Swanville	EMA Director, Fire Warden

Each municipality had at least one representative who attended regional Hazard Mitigation Planning Team meetings. At times a different representative attended if the primary couldn't attend. At the monthly meetings, representatives brought with them the information and decisions made back in their towns. These included the determination of what hazards in their towns were important to mitigate, the status of past mitigation activities, the growth patterns in their communities, and the location of critical infrastructure as it relates to known hazard locations.

The Waldo County EMA office hosted the monthly regional planning meetings at the County EMA office. EMA used a survey poll to schedule the next meeting so that the maximum number of representatives could attend. The County EMA Director chaired the meetings and provided the agenda. The Director sent out planning materials before the meeting for review by the municipal representatives. Each municipal representative would bring their updated documentation to the meeting. Attendance rosters from the regional planning meetings are in the Appendix.

Other municipal officials participated in the collection of data involving land use planning, capital improvement plans, roadway information, and damage information from past disaster events.

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### Plan Preparation

The Planning Team held all its planning meetings as open forums and email notices were sent to the municipal planning team representative to inform their other town officials.

Each municipality utilized its own methods of coordinating the planning process.

<b>Town of Brooks</b>	The Town Emergency Management Director attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Freedom</b>	A volunteer, chosen by the Board of Selectpersons, attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Liberty</b>	The Town Emergency Management Director (EMD) attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Lincolnville</b>	The Town Administrator attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Montville</b>	The Town Emergency Management Director (EMD) attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Northport</b>	The Town Administrator attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure. The Town also utilized the Northport Climate Resilience Committee to discuss, brainstorm, debate and recommend a course of action.
<b>Town of Palermo</b>	A volunteer, chosen by the Board of Selectpersons, attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Prospect</b>	The Town Emergency Management Director (EMD) attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Searsport</b>	The Town Manager attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.
<b>Town of Swanville</b>	The Town Emergency Management Director (EMD) attended the regional meetings and then would brief the Board of Selectpersons on what happened at the meeting. If decisions were needed the Board would discuss and then vote on the measure.

After each regional planning meeting, or when documentation was emailed to the County EMA office, the County EMA Director compiled the information and drafted sections of the plan. He was assisted by the County EMA GIS Planner in collecting hazard probability, severity, and vulnerability data.

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The County EMA Director then sent out the draft portions of the plan to the town hazard mitigation planning team representative. The representative shared the information with other town officials (elected select board, town clerk, fire chief, planning board, road commissioner, code enforcement officer, and citizen committees) and sought comment and input.

The draft plan and planning process was discussed at Selectperson's meeting which are regularly scheduled public meetings with published agendas. The public is given an opportunity to comment on the discussions at these meetings.

Whenever data was required, such as existing ordinances, comprehensive plans, capitol improvement plans, emergency plans, expected growth areas, and locations of past storm damages, the regional planning team representative would acquire and provide the data to the County EMA Director.

Each town also utilized its own methods that it finds works best for their community to get the word out about the planning process. Most towns posted information on their website or Facebook page or sent out an email. When the draft plan was completed, the towns posted a pdf copy on their website for the public to review. Facebook and email were used to notify residents of the location of the plan.

### Regional Planning Meetings – Schedule and Agenda

On Wednesday, **February 21, 2024**, the regional Hazard Mitigation Planning Team met for the first time to review the steps for the development of the new regional Hazard Mitigation Plan. Blank Memorandums of Understanding (MOUs) were handed out for each Board of Selectpersons to review and sign. The MOU committed each town to active participation. There was discussion on why each town is interested in a Mitigation Plan. The participation process was reviewed in detail. It was understood that each Town will need periodic public hearings throughout the planning process. The County EMA Director handed out copies of mitigation projects that were identified in the 2004, 2011 and 2017 County Hazard Mitigation Plans.

On Wednesday, **April 17, 2024** the regional Hazard Mitigation Planning Team met to identify what hazards their communities are most vulnerable to. The meeting centered around hazard identification. Past Hazard Mitigation Plans were discussed. The consensus was that the past plans profiled the hazards reasonably well. However, it was decided that a reorganization of the hazards to focus on the specific consequences was needed. Many hazards share the same consequences. Example, summer storms, hurricanes, nor-easters and winter storms can all cause flood damaged roads, and for the coastal community's damages to shoreline properties and infrastructure.

On Wednesday, **June 5, 2024**, the Hazard Mitigation Planning Team met to review the first two draft sections of the Plan. There was further discussion on hazards and consequences. It was decided to add wildfire to the list of hazards that a detailed risk assessment would be completed. The Town of Northport would like to add extreme temperatures to the community-specific assessment.

On Wednesday, **July 24, 2024**, the Hazard Mitigation Planning Team met to review the Plan Overview, Adoption and Planning Process. The Team members provided inputs and comments regarding the risk assessment.

On Wednesday, August, 28, 2024, the Hazard Mitigation Planning Team met – review mitigation maps.

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On Wednesday, September , 2024, the Hazard Mitigation Planning Team met – review risk assessment.

On Wednesday, October , 2024, the Hazard Mitigation Planning Team met – develop mitigation strategy and projects.

In November, the towns held public meetings to seek comments from the public.

In December the final plan was sent to MEMA to begin the State and Federal review process.

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## Stakeholder Involvement

<b>Requirement §201.6(b)(2)</b>	<b>An opportunity for the neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia, and other private and nonprofit interests to be involved in the planning process.</b>
<b>Element A2</b>	a. Does the plan identify all stakeholders involved or given an opportunity to be involved in the planning process, and how each stakeholder was presented with this opportunity.

<b>Town Planning Boards</b>	<i>Searsport- We have been working closely with the Code Enforcement Officer who has been keeping the Planning board updated on the plan and seeking any input from them.</i>
<b>County EMA Office</b>	The County EMA office acted as the host and technical advisor for the planning team. EMA also provided research, GIS mapping and drafted the plan.
<b>Neighboring Towns</b>	Neighboring towns were invited to participate in the planning process through e-mails and letters. These towns did not send any inputs or representatives to the planning team.
<b>Maine Forest Service (MFS)</b>	The Maine Forest Service provided up-to-date county data, by town, on the number and size of wildfires. The MFS also provided wildland fire mitigation information. Finally, they were provided a copy of the draft Hazard Mitigation Plan for review and comments.
<b>Maine Dept of Environmental Protection (DEP)</b>	Copy of the draft Hazard Mitigation Plan was sent to the DEP for review and comments.
<b>Maine Floodplain Management Program</b>	The Maine Floodplain Management Program provided up-to-date county-wide National Flood Insurance Program (NFIP) data.
<b>Maine Dept of Transportation (DOT)</b>	Copy of the draft Hazard Mitigation Plan was sent to the DOT for review and comments.
<b>Mid-Coast Council of Governments</b>	The Mid-Coast Council of Governments (MCCOG) assisted with promoting the mitigation planning effort to all towns in the county.
<b>Businesses located in Towns Involved in Plan</b>	<i>Information on the plan and process is shared on our website and our newsletter. Additionally, it was presented to the Head of the Bay Business organization in town.</i>
<b>Academia</b>	There are no colleges or universities located in any of the towns involved in this plan. There are eight small elementary schools and one high school located in these towns. An email was sent out to the school superintendents on (date) to inform them of the plan and if there was any interest in learning more about it.

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## Public Involvement

<b>Requirement §201.6(b)(1)</b>	<b>An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval.</b>
<b>Element A3</b>	a. Does the plan document how the public was given the opportunity to be involved in the planning process and how their feedback was included in the plan?

Town	How was the public given an opportunity to be involved	How was feedback included in plan
<b>Brooks</b>		
<b>Freedom</b>		
<b>Liberty</b>		
<b>Lincolnville</b>		
<b>Montville</b>		
<b>Northport</b>	The Northport Town Office surveyed the town residents regarding what types of hazards exist in town and suggestions for mitigation projects. They have included the Town's Climate Resilience Committee in their local planning efforts.	Information provided by the town residents, and approved by the Selectboard, was included in the risk assessment and mitigation actions.
<b>Palermo</b>		
<b>Prospect</b>		
<b>Searsport</b>	The Plan is available at the town office and posted on our website. We sent out a newsletter asking community and business input to the plan.	
<b>Swanville</b>		

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*Ideas for public given an opportunity to be involved*

- *Selectboard meetings*
- *Public Hearings*
- *Briefing at Town Meeting*
- *Mitigation, Climate, Resiliency or other community committee meetings*

*How were the opportunities advertised*

- *Newspaper stories or announcements*
- *TV/radio announcements*
- *Website or social media postings*
- *Emails*
- *Posters and Flyers*

*How was public feedback included in plan*

- *Ideas/facts taken from comments and inputs and included in plan*
- *Surveys or polls*
- *Public committee studies and fact-finding reports*

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## Existing Information

<b>Requirement §201.6(b)(3)</b>	<b>Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.</b>
<b>Element A4</b>	a. Does the plan document what existing plans, studies, reports and technical information were reviewed for the development of the plan, as well as how they were incorporated into the document?

The Regional Hazard Mitigation Planning Team was assisted with the development of the plan by the County Emergency Management Office, which facilitated the meetings, assisted in research and outreach programs, completed GIS mapping and consolidated the information and comments provided by the planning team and the public.

Town	List existing plans, studies, reports and technical information used.	What information is to be incorporated in Mitigation Plan?
Brooks		
Freedom		
Liberty		
Lincolnvill		
Montville		
Northport		
Palermo		
Prospect		
Searsport		
Swanville		

### *Examples of documents*

- *Town Comprehensive Plan*
- *Town Capital Improvements Plan*
- *Flood Maps*
- *Climate Resiliency Studies*
- *Land Use Ordinances*
- *Economic Development Plans*
- *State Hazard Mitigation Plan*