HAZARD MITIGATION PLAN
The Town of Woodbury

DELTA Environmental Services, Inc.
Licensed Professional Engineering Corporation

Prepared For:
The Town Of Woodbury
&
COUNCIL OF GOVERNMENTS
CENTRAL NAUGATUCK VALLEY
HAZARD MITIGATION COMMITTEE

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DATE

August 2006
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I. INTRODUCTION

A. Purpose of the Plan

On October 10, 2000, Congress approved the Disaster Mitigation Act of 2000 (DMA 2000), also known as the 2000 Stafford Act amendments. The bill was authorized into law on October 30, 2000, creating Public Law 106-390. DMA 2000 establishes a national program for pre-disaster natural hazard mitigation while streamlining the federal administration of disaster relief. The purpose of the DMA 2000 tribal and local mitigation planning criteria is to standardize planning requirements over time and to help eliminate the separate planning requirements currently in place for all FEMA mitigation programs.

Specific rules on the implementation of DMA 2000 were published in February 2002 in the Federal Register as the Interim Final Rule, 44 CFR Parts 201 and 206. These rules provide information on the policies and procedures for mitigation planning as required by Section 322 of the Stafford Act 42 U.S.C. 5165. DMA 2000 requires that communities adopt a Hazard Mitigation Plan as a prerequisite for disaster mitigation grants under FEMA’s Hazard Mitigation Grant Program implemented following a Presidential disaster declaration.

In 2002, the Council of Governments of the Central Naugatuck Valley (COGCNV) solicited municipalities in its 13-town region who might be interested in applying for a grant to do pre-disaster hazard mitigation planning for natural disasters. Oxford, Watertown, and Woodbury responded, and the COGCNV applied to the Connecticut Department of Environmental Protection for a grant. The grant was approved, and a committee of the three towns selected DELTA Environmental Services, Inc. of Branford to be its planning consultant. COGCNV agreed to provide GIS services as part of the grant.

The primary purpose of this hazard mitigation plan is to identify hazards and risks, existing capabilities, and activities that can be undertaken by the Town of Woodbury to prevent loss of life and reduce property damages associated with identified hazards.

Public safety and property loss reduction are the driving forces behind this plan. However, careful consideration also must be given to the preservation of history, culture and the natural environment of the town.
B. Setting

The Town of Woodbury is a small New England town located in Litchfield County in central portion of western Connecticut. Woodbury is bordered to the north by the Towns of Bethlehem and Washington, to the east by Watertown and Middlebury, to the south by Southbury, and to the west by Roxbury. The population of Woodbury is approximately 9,466 (2000 U.S. Census Bureau). The town is 18 miles north of Bridgeport and 16 miles northwest of New Haven. The area of the Town of Woodbury is 33.0 square miles.

The Town is expanding as a regional suburb in which a large part of the population works in the nearby cities. State Highways in the Town of Woodbury that connect the town with the major state highway network are Routes 6, 132, 47, and 64.

Woodbury is known as a community with many historical residences and numerous antique shops. Historical sites within the town include the Herd House, the Glebe House, Jekyll Garden, the District School House, and the Archives Building. Besides antique shops many other businesses are located in Woodbury including restaurants, clothing stores, and specialty stores.

There are several parks in the community including Hollow Park, Orenaug Park, and the Flanders Nature Center. Flanders Nature Center has a botany trail, geology trail, and wilderness trail for the community to enjoy.

Significant bodies of water in Woodbury include the Woodbury Reservoir, Kelley Pond, Transylvania Pond, Radley Pond, Hessekey Meadow Pond, Cat Swamp Pond, Ricker Pond, and Reichenback Pond. The Pomperaug River is a significant watercourse that flows through the town. Other significant watercourses in town include the Nonnewaug River, the Weekeepeemee River, Sprain Brook, and Hesseky Brook.

C. Plan Development Process and Public Involvement

This Hazard Mitigation Plan was developed through a series of meetings and the completion of written questionnaires, personal interviews and workshops. The First Selectman’s Office was chosen to provide oversight of the plan development process and maximize local involvement. Department heads and chief elected officials received notices of all meetings and were encouraged to attend.
Meeting notices and agendas were also sent to area media and to the town clerk's office for posting prior to each meeting.

All meetings were held open to the public at the Woodbury Town Hall. Verbal reports on progress were given to monthly meetings of the Council of Governments of the Central Naugatuck Valley, which are routinely attended and covered by area press in local newspapers.

**Community Meetings**

After the first local meeting was held, a Hazard Profile Questionnaire was forwarded to each community official. The questionnaire contained inquiry regarding identifying potential additional stakeholders and historical as well as perceived hazards within the community. The following questions were specifically posed:

1. In your opinion, what are the greatest hazards in your community?
2. Please identify all known [critical facilities] within your community.
3. What hazard prevention projects or studies have been completed, or are currently being proposed in your community?
4. What projects would you like to see considered during the hazard mitigation planning process?
5. Please identify any [successes] and/or any potential [inadequacies] of your emergency operations units.

The study team also met individually with elected officials and other local municipal officials for in-depth discussions of local issues and resources. Representatives from various municipal agencies and departments (including Police, Fire Department, Emergency Operations/Management, Planning and Zoning, Building Department, Health District, Wetlands Enforcement, Tree Warden, and Public Works) were invited by the Council of Governments and Selectmen's Office to attend. Minutes from the meeting and project information requesting input were provided to members who were not able to attend. Attendance by other interested groups, agencies, and organizations was also encouraged at the individual community meetings.
As revisions to the Woodbury Hazard Mitigation Plan are completed the depth of continued involvement of other stakeholders such as the American Red Cross, colleges and universities, businesses and local non profit organizations will be documented.

The planning process also included a comprehensive review of the Woodbury Planning and Zoning Regulations, the Woodbury Inland Wetlands Regulations, and the Town's Comprehensive Plan of Conservation and Development. In addition the State of Connecticut Hazard Mitigation plan was reviewed and used for guidance. Incorporation of Hazard Mitigation principals in each of these documents was carefully considered.

The plan adoption process will include two public meetings. The town will use its usual process to provide for adoption by its governing body. A copy of a draft Adoption Resolution is enclosed in Appendix F.

Neighboring communities were included in the development of the plan to the extent practicable. Contact was made with neighboring communities and notice was given requesting input on the plan development process.
D. Goals, Policies and Objectives

The following section provides a brief outline of the goals, policies and objectives that have been utilized in the development of this plan.

GOALS

1. To minimize the risks to life and property from hazards.

2. To prevent losses from hazards to the extent practicable.

POLICIES

1. To encourage planning of community services and decision-making so that the risks of hazards are considered.

2. To guide the expenditure of public funds on a priority basis relative to natural hazard mitigation.

3. To give high priority to human safety in the programming of hazard mitigation projects.

OBJECTIVES

1. To develop an inventory of the existing hazards in the town.

2. To develop a list of potential projects, based on priorities of the plan.

3. To provide data the town can use to apply for Federal and State funds as they become available to supplement town funds for mitigation purposes.

4. To conduct meetings of the Hazard Mitigation Committee on an as-needed basis to review progress on the plan and determine current priorities and projects.
5. To provide the town with information that will facilitate their review of local ordinances and regulations to determine methods for improving consistency with the goals of the plan.

6. To identify and provide information that the town can convey to property owners within the floodplain regarding risks, responsibilities, and responses.

7. To develop a plan for the implementation of the objectives of the Hazard Mitigation Plan.
II. HAZARD RISK ASSESSMENT

A meeting was held with Town of Woodbury officials and other interested local stakeholders on April 28, 2004 to discuss the development of a risk assessment for the town. The entire range of hazards were discussed, including floods, earthquakes, winter storms, tornadoes, wildfire, droughts and dam failure. Other hazards that were discussed but not deemed to be of significance were landslides and extreme heat. The abundance of rainfall and ample water supply has historically made serious droughts rare occurrences. Similarly, wildfires have not been experienced in the region as a significant hazard as they have in other regions of the country. The landforms in the region are generally stable, making significant landslides unlikely.

Wildfires have not been experienced in the region as a significant hazard as they have in other regions of the country. Based on information contained in the State of Connecticut Hazard Mitigation Plan approximately 600 acres of forest per year are burned by wildfire. The areas most prone to wildfire are those jurisdictions that have large tracts of forestland within their boundaries. Most wildfires are less than ten acres in area and are detected early. Almost half of all wildfires in the state are intentionally set. During the highest forest fire risk period the CT DEP sends daily advisories to municipalities, fire departments and the media. The vulnerability to wildfire is reduced by the DEP’s fire fighting capability. The agency maintains a trained staff of 70 firefighters for assignment to fires on state property and throughout the region.

A major river in Woodbury that is at risk of flooding and impacting structures is the Pomperaug River. Flooding can also take place within the floodplain of smaller tributaries throughout the town. One of the town’s greatest concerns is that bridge and roadway flooding often separates sections of the town preventing emergency access to many areas. As a result, the town would like to consider upgrading a school in the southern part of town as an emergency shelter.

An area of particular concern on the Pomperaug River is immediately south of the Judson Avenue Bridge. The Pomperaug River Watershed Association, through its Streamwatch Monitoring Program, evaluated erosion and bank stability problems along the entire mainstem of the Pomperaug and its tributaries, and based on that research, rated the Judson Avenue site the highest priority for stabilization.
Storm events, beaver activity, and other influences have aggravated riverbank slumping and increased sediment loading to the river. The current plans to mitigate this problem involve the installation of tree and boulder revetments to deflect river current, excavation of the west bank to balance deposition on the east bank, installation of bank grating and vegetation to stabilize and restore the eroded banks, and placement of cobblestones in the bed of the excavated area along the west bank.

A significant area of concern in town is the potential for loss of power or elimination of access to Woodlake Condominiums on Transylvania Road. The condominiums have a population of approximately 3,000 persons or approximately one third of the town's population concentrated in a single development.

There is no program currently in place on a local, regional, or state level to identify the location or the number of individual structures that are susceptible to flooding in the town. Such information would be valuable in directing hazard mitigation efforts to locations with the greatest risk. A potential town wide hazard mitigation project would involve the review of all existing available data regarding flood hazards and the preparation of a comprehensive inventory and assessment of structures at risk in the flood hazard areas.

Such an inventory program would be the first step in completing a town Flood Audit, which would provide early flood warning, guidance and technical information regarding flood risks to property owners, as well as prioritize future property protection projects. The Flood Audit would be an important step in the National Flood Insurance Program Community Rating System by which Woodbury can qualify for a reduction in flood insurance rates.

A. Critical Facilities

Numerous critical facilities have been identified throughout the town. These facilities include medical centers, fire stations, the resident state trooper's station, and municipal buildings and regional district schools. Significant and high hazard dams (as classified by the State of Connecticut) have been identified and are depicted on the mapping included in Appendix I.

The town has two fire stations the Hotchkissville Fire Company located on Washington Road and Orenaug Fire House, located on Quassuk Road to provide rapid emergency response.
Two concerns raised by local officials at the risk assessment meeting are the lack of storage space for emergency sheltering and response supplies and the need for an improved type of vehicle to access remote locations in town during emergencies.

B. Transportation Corridors

Throughout the town many roadways are affected by flooding due to roads being within floodplains, having poor drainage, and/or inadequate culvert sizes.

A detailed evaluation of the flooding impact on the town’s transportation system is a town goal. Such an evaluation would focus on critical transportation corridors in terms of providing safe evacuation of low lying areas and those emergency response routes that are critical for use by emergency response personnel.

Based on a review of the Town of Woodbury Flood Insurance Rate Maps, roadways that are potentially flooded include a section of Transylvania Road downstream of Radley Pond, a section of Rte 317, Judsen Avenue, a section of Rte 6 in the vicinity of the Nonnewaug River crossing, a section of Rte 47 in the northwest section of town, and the area of the intersection of Paper Mill Road, Peter Road and Brushy Hill Road.

C. Hazard Impacts/Vulnerability

The potential impact of flooding in Woodbury is high with potential dollar damages as a result of serious flooding being very significant. The potential damage from an earthquake in Woodbury is moderate as a result of the age and type of many buildings, making them vulnerable but the hazard is mitigated because few structures have significant height. Tornado hazards are considered to be moderate in severity throughout Connecticut. The Town of Woodbury has not experienced significant tornados. As a result it was given a lower vulnerability and impact priority in the Woodbury Hazard Mitigation Plan.

Winter storm hazards are significant and regularly cause moderate to high levels of damage including power outages and transportation disruption. Historical records indicate that winter storms affect all areas of the Town of Woodbury equally. Snowfall and icing conditions make access to all areas of town dangerous. During severe storms high winds cause downed branches and town wide power outages. The probably of the occurrence of a severe winter storm during any year is high. Expected damages are moderate.
III. HAZARD MITIGATION MEASURES

The following sections provide a description of the types of hazard mitigation measures and programs that are currently in place in Woodbury and those that are available to address the hazards that exist in the town.

A. Prevention

Hazard prevention includes identification of risks and the use of land-use regulatory and other available management tools to prevent future damage. The Town of Woodbury has planning and zoning tools in place that incorporate floodplain management. Planning and zoning regulations, inland wetlands and watercourses regulations, and building departments’ enforcement of the Connecticut Basic Building Code are all important existing regulatory mechanisms that address hazard prevention and incorporate floodplain management.

The following are examples of how hazard prevention can be accomplished through existing programs:

1. Planning and Zoning

Planning and Zoning Regulations can be tailored to be consistent with hazard mitigation planning. Establishment of Flood Prone Conservancy Districts and River Corridor Preservation Zones are all techniques that can potentially be employed to limit additional development in hazardous locations.

2. Open Space Preservation

Community planning that includes open space acquisition and preservation can be established or revised in a manner that is consistent with hazard mitigation planning. For example, acquisition of floodplain and river corridor properties is a town priority.
3. **Floodplain Development Regulations**

The modification of floodplain management regulations to include more restrictive development standards is consistent with hazard mitigation planning. The National Flood Insurance Program Community Rating System gives credit to communities that exceed the minimum floodplain management requirements of the National Flood Insurance Program. Requirements include elevating structures higher than the 100-year base flood elevation, which is an example of a more stringent standard.

4. **Stormwater Management**

Stormwater management regulations that limit any potential increase in the discharge of stormwater and that preserve floodplain storage are examples of the use of stormwater management in a manner consistent with hazard mitigation planning.

Woodbury should conduct catch basin surveys in order to identify and prioritize potential replacements of catch basins and overall stormwater drainage improvements. The identification and improvement of drainage systems and culverts and bridges that have inadequate capacity, helps reduce flooding risks and also prevents further damage to roadways.

5. **Wetlands Protection**

Wetlands areas generally serve as critical flood storage areas. By limiting wetlands development not only are important natural resource areas protected but additional floodplain development is also limited.

6. **Erosion and Sediment Control Regulations**

Effective implementation of Sediment and Erosion controls include utilization of detention basins and use of other Best Management Practices to slow the velocity and limit increase in runoff. Strict adherence to the requirements is an effective hazard mitigation tool.
B. Property Protection

Property protection measures can address hazards at individual or multiple structures. The following list identifies common property protection measures:

1. **Relocation**

   Moving a structure or locating a new structure out of a flood zone.

2. **Acquisition**

   When feasible the community should acquire property that is repeatedly flooded or in a floodplain.

3. **Building Elevation**

   Elevate the lowest floor of structures 1-foot above the base flood elevation.

4. **Utility Protection**

   Relocate utilities such as electrical panels and heating and hot water systems in structures above the flood level.

5. **Flood Proofing - Dry Floodproofing & Wet Floodproofing**

   Dry floodproofing: Installing water tight floor and wall systems.
   Wet floodproofing: Constructing areas so as to permit the entry and passage of flood waters and relocating items of value to higher elevations.

6. **Storm Shutters**

   Provide protection against wind damage.

Additional descriptions of property protection measures are provided in Appendix A.
C. Emergency Services

Aspects of emergency services typically addressed in hazard mitigation include the following:

1. Emergency Communication
2. Emergency Warning / Response
3. Emergency Shelter
4. Critical Facilities Protection

Emergency services hazard mitigation measures can be combined with other types of measures to form successful projects, or remain as stand-alone projects. Emergency communication is a critical aspect of the hazard response programs currently in place in Woodbury. In the event of an emergency in Woodbury, an emergency command post is established and response agencies are mobilized.

The interagency communications among the town, State agencies and independent utilities requires continued coordination to establish and maintain the critical communication links. A need for improved and continued coordination has been identified during the development of this plan.

Upgrading emergency shelters is an important hazard mitigation measure that includes contacting the local Red Cross or other local emergency aid groups and updating supplies. Supplies include the number of emergency beds, food, and clothes. Communication equipment should be updated and working properly. Establishing an appropriate location to store emergency supplies was identified as a local priority.

Police, fire fighters, and paramedics should maintain emergency response training. This should include maintaining and updating emergency equipment and emergency response protocols.

A fire response water availability survey should be conducted in Woodbury. A dry hydrant is a permanently installed hydrant into an existing lake, pond, stream, or waterbody and is available to be connected to a pump truck. It is a non-pressurized pipe system that allows firefighters access to water sources from roadways. It is relatively inexpensive with minimal maintenance and may be of use and more cost effective than other alternatives.
D. Structural Projects

Structural projects that can be included in hazard mitigation planning include the following:

1. Levees/Floodwalls
2. Bridge & Culvert Replacement
3. Channel Modifications
4. Storm Sewer Improvements
5. Structural Project Maintenance and Repair

Through the course of investigating potential structural projects in the town, it was determined that some hazards may involve roads and corridors owned and operated by the State of Connecticut. The State Department of Transportation recommends that problems involving state roads/structures be reported every time they occur so that DOT can coordinate an evaluation of the problem. State of Connecticut agencies are also able to apply for hazard mitigation funding and should be encouraged to do so.

Additional information on structural hazard mitigation projects is provided in Appendix A of this Hazard Mitigation Plan.

E. Public Information

Public Information is another type of hazard mitigation measure that, like prevention and resource protection, can be most effectively implemented in conjunction with other hazard mitigation projects.

The Hazard Mitigation Committee has identified the need for a continued and expanded program of public information. Such a program could include providing educational information to the homeowners and business owners in the flood hazard areas. A public education and information component should be included in all hazard mitigation projects undertaken in the town.
The following includes some common types of public information measures:

1. **Map Information**

   Development of hazard maps for public distribution or posting in public locations. This type of information is easily understood and assists in raising the public=s awareness of the natural hazards that exist in their community.

2. **Flood Audits**

   For additional information regarding flood audits refer to Appendix D of this Hazard Mitigation Plan.

3. **Real Estate Disclosure**

   This is a procedure where buyers and sellers of real estate are compelled to provide notice of known hazards affecting the property to be conveyed.

4. **Public Library**

   The library can be an effective location of a hazard information center. The Woodbury Town Hall and other public facilities also serve as information centers. A wide range of hazard mitigation documentation should be compiled for review.

5. **Technical Assistance**

   Local governments can provide technical assistance to homeowners and contractors regarding hazard resistant construction. An appropriate time for such assistance can be at the time of a building permit application. Two examples of publications that provide such assistance are:


6. **Environmental Education**

   Private and public schools and adult education programs can offer environmental education classes that include hazard identification and hazard mitigation components.
IV. OTHER MITIGATION MEASURES

A. Earthquake Mitigation Measures

Damage-causing earthquakes are infrequent events in Woodbury. As a result this section focuses on the history of earthquakes and vulnerability in a statewide framework. The portions of this section, which deal with existing capabilities, goals and objectives, and planned mitigation actions, are specific to the Town of Woodbury.

Connecticut has the oldest record of earthquakes in the United States. The earliest settlers learned of seismic activity, dating back to 1568 in Moodus, from the Native Americans. Connecticut has experienced 137-recorded earthquakes for the period between 1568 and 1989. Of those closest to Woodbury, 61 were in the Moodus/East Haddam area in south-central Connecticut.

Connecticut is considered to be in a Moderate seismic risk zone. "Moderate" relates specifically to the fact that earthquakes in the State have a relatively infrequent recurrence interval. This term does not demote a predictor of potential earthquake magnitudes or impact on the population. Earthquake magnitude is a measure of the strength of an earthquake, or the strain energy released by it.

Connecticut is located near the middle of the North American Tectonic Plate and is subject to intra-plate earthquakes. Connecticut is not near an active tectonic plate boundary, but there are many fault lines in the state that formed millions of years ago when the area was at a plate boundary. The activity observed today appears to be a result of stresses applied to the sides and base of moving plates which are transmitted to the plate interiors reactivating the old faults.

Connecticut has a population density that is 3.5 times greater than that of the State of California and has bedrock that transmits seismic energy 4 to 40 times more efficiently. These facts place more people at risk since the built environment in this region is predominately old, unreinforced masonry, and is not seismically designed.

The majority of structures are extremely strong for normal vertical load for which they were designed. Masonry structures do not fare well against the horizontal forces of an earthquake if they are not reinforced or braced.
Certain geological features are more susceptible to earthquake effects than others. Facilities located on filled or sandy soil can sustain heavy damage in a serious tremor. Consideration of the location of critical facilities (i.e. hospitals, schools, nursing homes, fire stations, etc) and critical infrastructure (roads, bridges, water lines, etc) is important in assessing their vulnerability.

Earthquake mitigation in Connecticut has been limited to enforcement of the Connecticut State Building Code. The code addresses earthquakes for construction of new commercial buildings only.

Due to the unpredictable and infrequent nature of earthquakes, mitigation of the hazard at the local level is difficult. Aside from emergency preparedness, and recovery functions, there are no local programs in place that can effectively address earthquake mitigation in the town.

The Connecticut Earthquake Program, located in the Department of Public Safety, Office of Emergency Management, is particularly concerned with the safety of the school population. The program includes: active participation in risk evaluation and assessment, public awareness and education programs, information transfer to public school faculty, and assisting the planning by emergency response personnel and agencies.

The FEMA publication entitled "The Home Builder’s Guide for Earthquake Design" can be made available to all design professionals, builders and others who are issued permits for new construction. "Reducing the Risks of Nonstructural Earthquake Damage: A Practical Guide" (FEMA-74, 1994) can also be made available. All commercial, industrial and institutional property owners should have an opportunity to obtain a copy of the FEMA publication entitled "Emergency Management Guide for Business and Industry" (FEMA-141, 10/93).

In order to be able to effectively mitigate against earthquake damage at the town level, it is crucial to have an understanding of what is at danger in the event of an earthquake. An earthquake survey should be completed in Woodbury to effectively mitigate against earthquake damage. The earthquake survey should include all municipally owned buildings including hospitals, schools, nursing homes, fire stations, and critical infrastructures such as roads, bridges, water lines, etc. with details of location and the buildings ability to withstand earthquake and wind loading.
B. Wind Storm Mitigation Measures

This section of the plan focuses on mitigation of wind hazards associated with hurricanes, tornadoes, severe thunderstorms and winter storms. Woodbury’s location in northwestern Connecticut makes it susceptible to damaging winds. Experience indicates that winds in excess of 50 miles per hour cause significant tree damage.

Damage to trees, resulting power outages, and damage to buildings are the most problematic issues facing the town during storms with high winds. Wind damage is also the most frequently occurring natural hazard in the town. Burying power lines along routes where trees may snap and bring down power lines or in locations where there have been numerous power outages may result in fewer power outages.

Power outages throughout the town are of great concern to the emergency response community. Improved emergency communication between the town’s emergency response agencies and the emergency response coordinators at the utility company is critical to improve hazard mitigation efforts.

After a series of deadly tornadoes struck Litchfield and New Haven counties in 1989, killing two persons and causing millions of dollars in damage, Connecticut installed a new type of warning system. The National Oceanic and Atmospheric Administration (NOAA) Weather Radio Specific Area Message Encoder (WRSAME) system allows forecasters at three National Weather Service offices to send watches and warnings to specific areas of Connecticut. Warnings can be sent within a few minutes of a Doppler radar indication that a tornado may be forming within a severe thunderstorm. In addition to information on tornadoes, the weather radios receive information on any severe weather occurrences in the area, including hurricanes and severe thunderstorms.

Information on wind resistant construction techniques can be made available to all building permit applicants. Literature on this topic should be incorporated into the natural hazards reduction reference information available in the town’s library.
V. HAZARD MITIGATION PROJECT RANKING

Based on the hazard risk assessment analysis, a matrix of several potential hazard mitigation projects recommended to reduce the town’s vulnerability to natural hazards has been developed.

Projects identified in the matrix have been prioritized based on the following criteria:

- Safety of the population
- Historical damage
- New development in high-risk areas
- Value of property at risk
- Consistency with plan goals and objectives

The projects were also considered on how they relate to potential health risks, structural damage, access/egress for evacuation, protection of structures that house people with special needs and residential areas housing a large portion of the town’s population.

Projects identified in the matrix have been prioritized based on the following criteria:

The following ranking system was developed to rank the Hazard Mitigation projects in this plan. It is based on FEMA’s guidance for Hazard Mitigation Planning.

1. Does the project address severe impacts? Projects should reduce loss of life, loss of essential services, damage to critical facilities, or severe economic hardship.

2. Is the project consistent with the overall plan of development and zoning regulations for the municipality?

3. Does the project have the greatest potential to reduce future losses in the project area after examining the alternatives available?

4. Is the project cost-effective?

5. Is the project in an area with a history of repetitive damage?

6. Does the project provide measures designed to accomplish multiple objectives, including damage reduction, environmental enhancement, and economic recovery?
7. Does the project protect primary residences versus secondary homes and businesses?

8. Are the environmental impacts minimized?

9. Does the project have a distinct beginning and end?

10. What is the number of people that are directly benefited by the project?

11. What is the value of the property to be protected by the project?

The projects were also considered on how they relate to potential health risks, structural damage, access/egress for evacuation, protection of structures that house people with special needs and residential areas housing a large portion of the town’s population.

The project listing and prioritization that is presented on the following pages represents the town’s list and ranking as of the date of adoption of this Plan. The goals of hazard mitigation planning allow for and encourage the periodic review and revision of these items over time.

A detailed benefit-cost ratio will be developed as part of the Hazard Mitigation Grant Application process for each project considered. The cost of projects will be developed as part of the project design. The benefits will be evaluated both in dollar value of damage prevented and in terms of intangible benefits such as lives saved and business disruption avoided.
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<th>Hazard</th>
<th>Vulnerable Location/Severity</th>
<th>Mitigation Project</th>
<th>Priority/Responsible Agency</th>
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<tr>
<td>All Hazards</td>
<td>Town Wide/ Significant</td>
<td>Provide a Back up of Communications Between all Critical Facilities</td>
<td>High Emergency Management</td>
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<tr>
<td>Flooding</td>
<td>Town Wide/ Moderate</td>
<td>Develop a Flood Audit Program</td>
<td>Medium Planning</td>
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<td>Stream Bank Stabilization Project</td>
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<td>Town Wide/ Significant</td>
<td>Evaluate the Hazard Resistant Nature of All Critical Facilities</td>
<td>High Emergency Management</td>
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<td>Local Roads and Highways/ Very Significant</td>
<td>Evaluate Structural Projects</td>
<td>High Public Works</td>
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<td>All Hazards</td>
<td>Town Wide/ Significant</td>
<td>Review of Town Transportation Facilities to Identify Critical Risks</td>
<td>Medium Public Works</td>
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<td>Evaluate Emergency Shelters, Update Supplies and Check Communication Equipment</td>
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<td>Maintain Emergency Personnel Training as well as Maintaining and Updating Equipment and Response Protocols</td>
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<td>Upsize Culvert, Riprap, and Repave</td>
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<td>Implement a Reverse 9-1-1 System to Automatically Call Telephones Throughout Town, Relaying Important Information During an Emergency</td>
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<td>Raise Roadway, Riprap and Repave</td>
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<td>Distribute or Post Public Information Regarding Hazards in the Town</td>
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<td>Continue implementation of a Survey of Fire Hydrants to Assess Vulnerabilities and Capabilities for Fire Protection</td>
<td>High Fire Department</td>
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VI. IMPLEMENTATION, MONITORING, AND EVALUATION

This plan was prepared with the understanding that potential funding sources may not be available within the time frame necessary to implement the recommended actions on a specific schedule. It is therefore necessary to incorporate into the plan a system of monitoring its progress and making necessary adjustments. In addition, the goals and objectives may need to be modified over time in order to meet the demands of a changing community. Accomplished activities will be eliminated, and new ones added.

The Town of Woodbury will be responsible for implementation of the hazard mitigation actions contained in this plan, working with the Council of Governments of the Central Naugatuck Valley. The Council of Governments will offer its expertise as a resource to identify and pursue the potential funding sources identified in Appendix E to complete both regional and local actions.

The town will utilize its own budgetary resources to the extent that they are available to implement the actions detailed in the plan. Local funds will be supplemented by regional, state and federal funding that may be available from the sources contained in Appendix E of the plan. The administration and coordination of the local implementation process will be the responsibility of the First Selectman’s office. Within the first year of plan adoption they will review the local agency that will be responsible for carrying out the actions contained in the plan. Projects that involve structural actions will be the responsibility of the Public Works Department. Projects that involve review and incorporation of plan actions in local regulations and ordinances will be the responsibility of the Planning Department. Actions involving emergency communications will be the responsibility of the local fire and police departments or the local emergency management director.

Actions such as bridge and culvert replacements will take as long as five years to complete if funding is available. Other actions such as posting and distributing hazard mitigation information will take place within the first year after adoption.

The staff of the Council of Governments of the Central Naugatuck Valley serves as coordinator of the Hazard Mitigation Committee that provided oversight of the plan preparations. In accordance with 201.6 (c)(4)(l) of the Interim Final Rule, the Committee will meet on or before the fifth anniversary of the adoption of the plan to review the implementation progress as well as the goals, objectives, and actions outlined in the plan. With input from the Committee, COGCNV staff will prepare a report on the status of plan implementation.
The report will include the following: a review of the goals and objectives of the original plan; a review of any disasters or hazards that occurred during the period; a review of each element or objective of the original plan, including what was accomplished the previous year; and recommendations for new projects or revised objectives.

The Town of Woodbury will name a person as a local coordinator for the implementation and monitoring of the progress of the plan. This person would act as a contact for the Council of Governments of the Central Naugatuck Valley and the State of Connecticut National Flood Insurance Program Coordinators Office during the grant application and cost-benefit analysis process.

Local administration will generally be the responsibility of the local coordinator. Many of the low-cost strategies will be implemented locally during the first year after plan adoption. The higher-cost projects will be implemented as funding becomes available.

As a part of the first comprehensive review of the plan, time frames for implementation of all local and regional actions will be reviewed and adjusted as appropriate based on the first five years of experience.

The Woodbury Hazard Mitigation Plan will be revised and updated as appropriate based on the results of the review process. Progress on implementation will be judged based on the input of the local officials and the public on their perception of the effectiveness of the mitigation projects that have been completed.

Continued public involvement in the in the hazard mitigation plan revision and action implementation process will be encouraged by publishing public notices of all local and regional meetings related to hazard mitigation. Press releases will also be issued.

The plan will be revised and updated as appropriate based on the results of the review process. Progress on implementation will be judged based on the input of the community and the public on their perception of the effectiveness of the mitigation projects that have been completed.

During the first year of adoption, the town will evaluate aspects of the plan that can be incorporated into their zoning regulations, plan of development, and open-space plan. Appropriate hazard mitigation strategies will be incorporated at the times of updating each of the plans.
APPENDIX A
HAZARD MITIGATION MEASURES
MITIGATION MEASURES

Natural Hazards

Hurricane

- Provide information to contractors and homeowners on the risks of building in hazard-prone areas
- Develop a list of techniques for homeowner self-inspection and implementation of mitigation activities
- Acquire riverfront for open space
- Develop a comprehensive sheltering system
- Implement a formal Tree Hazard Management Program to encourage responsible planting practices and minimize future storm damage to buildings, utilities, and streets
- Distribute hurricane preparedness information including pet sheltering plans
- Encourage the purchase of flood insurance
- Retrofit:
  - Wet flood proofing (allowing water to enter uninhabited areas of the house)
  - Dry flood proofing (sealing the structure to prevent floodwaters from entering)
  - Install backflow valves on sewer systems
  - Venting on roofs
  - Garage doors with stiffer horizontal members, glider tracks and track support
- Hurricane straps, hurricane clips

- Reinforcement of concrete block wall; concrete tie-columns at all corners

- Bracing with struts or columns in walls perpendicular to freestanding walls

- Elevation of structures on piers, posts, columns, and pilings

- Add shutters for glazed openings

- Re-nail sheathing

- Create a secondary water barrier

- Provide support for sliding glass doors and double doors opening to the outside

- Improve anchorage of windows to openings

- Add ridge ventilators to reduce uplift of wood sheathing

- Anchor adjacent structures, including privacy fences, pool enclosures, and patios

- Improve connections of porch roofs and overhangs

- Reinforce entry doors

Flood

- Elevate structures above the 100-year flood level

- Maintenance program to clear debris from stormwater drainage areas

- Provide information to contractors and homeowners on the risks of building in hazard-prone areas
• Develop a list of techniques for homeowner self-inspection and implementation of mitigation activities

• Install backflow valves in sewer systems

• Develop sediment control to prevent clogged drainage systems such as street sweeping, curb and gutter cleaning, paving dirt roads, and planting vegetation on bare ground

• Investigate the use of flood prone areas as open space

• Retrofit:
  - Elevate the lowest floor above the 100-year flood level
  - Wet flood proofing (allowing water to enter uninhabited areas of the structure)
  - Dry flood proofing (sealing the structure to prevent flood waters from entering)
  - Levees and floodwalls (constructing a barrier around the structure to keep out flood waters)
  - Demolition (tearing down the structure and rebuilding with appropriate flood proof techniques or relocating the structure)
  - Elevate the main breaker or fuse box

**Severe Thunderstorms and Lightning**

• Clear dead or rotting trees and branches

• Public information on when to turn off gas, electricity, and water; how to develop an emergency communication plan; and actions to take during a severe thunderstorm
Tornadoes

- Telephone warning system
- Community warning sirens
- NOAA weather radio tone alerts
- Retrofit structures to include reinforced safe room

Soil Erosion

- Soil management
- Relocation of threatened facilities
- Threatened real estate set aside as open space
- Vegetation replenishment program

Seismic Hazards

- Rodent control
- Mosquito control
- Regular maintenance of cooling and plumbing systems
- Water purification maintenance
- Adequate sanitation control measures
Technological Hazards

Power Failure

- Voluntary conservation public information (bill inserts)
- Electrical Emergency Contingency Plan

Transportation System Accident

- Develop accident contingency plans

All Hazards

- Map vulnerable areas and distribute information about the hazard mitigation strategy and projects
- Develop a list of techniques for homeowner self-inspection and implementation of mitigation activities
- Organize and conduct training opportunities regarding natural hazards and hazard mitigation
- Distribute NOAA weather radios (school superintendents, etc.)
- Sound land use planning based on known hazards
- Enforcing building codes and local ordinances
- Increasing public awareness of community hazards
PROPERTY PROTECTION PROJECTS

Specific measures that are considered property protection include:

- Installation of temporary or permanent closures for openings in structures
- Raising existing structures in-place
- Constructing structures on fill or columns
- Constructing small walls or levees around structures
- Relocating or protecting damageable property within an existing structure
- Relocating existing structures and/or contents out of a flood hazard area
- Use of water resistant materials in new or existing structures
- Acquisition of title or easement to floodplain land
- Flood Insurance
- Establish flood forecast and warning systems with an appropriate evacuation plan.

Structures whose exterior is generally impermeable to water can be retrofitted to keep floodwater out by installing watertight closures in openings such as doorways and windows. While some seepage will still potentially occur, applying a sealant to walls and floors can reduce it. Closures can be temporary or permanent.

Temporary closures are installed only after a flood forecast and therefore need warning time for installation. Specific measures that may be taken are described below:
Doorway Closures: Exterior doors do not normally seal tight enough to prevent seepage around the doorjamb. Installation of a rubber type gasket and the means to press the door against the gasket to create a tight seal can be adequate for low flooding depths (0-1 feet). A more effective means is the use of flood shields. Shields are normally of aluminum, steel, wood or plastic and are made to the height and width desired. In commercial/industrial structures they are permanently installed at the doorway on hinges or rollers for swinging or sliding into place. More often however, they may be stored nearby for installation on brackets or anchor bolts at the time of a flood. The shield seals against the door jamb with a rubber type gasket.

Window Closures: Normal window glass can resist very little hydrostatic pressure and is vulnerable to breakage by floating debris. Flood shields are commonly used to protect windows and prevent water from entering. As with doorway shields, window shields can be permanently installed on hinges or rollers or stored and installed temporarily during floods.

Another alternative is to install heavy duty Plexiglas, as a substitute to window glass, which can resist hydrostatic pressures of several feet. Installing weep holes at the base of the window sometimes protects large display windows in commercial structures. This allows water on the inside to equalize the hydrostatic pressure on the window, but it is prevented from entering the remainder of the structure by parapet walls. Unnecessary windows can be permanently closed with bricks, blocks, or other impermeable material.

The condition of the structure, and the number, location and size of openings influence the feasibility of utilizing closures. Structures with large and/or numerous openings lack advantages associated with structures with fewer openings. The most favorable situation is a structure constructed of relatively impermeable materials, in good condition, with few openings.

Seals: Waterproofing sealants can be applied to generally impermeable walls and floors to limit seepage. Sealants are particularly effective on brick veneer, cement block, reinforced concrete and similar masonry type surfaces, as well as rigid aluminum and vinyl siding. Caulking can fill cracks in masonry.
**Structural Adequacy:** When water is prevented from entering a structure, the walls become subject to lateral hydrostatic forces which may cause failure by bending or shear, and the floors to uplift forces which may cause buckling or flotation. It is somewhat more difficult to analyze the capability of existing structures to resist these forces because of the general lack of knowledge about workmanship and materials used during construction and about the present condition of these materials.

**Building Elevation:** This alternative involves raising the building in place so that the first floor elevation is above the flood level. Raising buildings is generally used in areas of low to moderate water depth and velocity. After the building is jacked up, existing foundation walls are extended vertically. Although raising foundations walls is often viewed as the easiest flood proofing, there are several important considerations. The most important concern is that the original foundation and footing must be able to withstand the extra loading from the vertical dead load of the new wall.

**Flood Proofing Utilities:** Elevation is the most effective way to prevent flood damage to exterior utilities. All incoming electrical power lines, transformers, and panels should be located at least one foot above the 100-year flood elevation. Because sewer lines in most areas are highly susceptible to infiltration, they often become saturated during flooding events. In such cases floodwater may enter a building through the sewer system and create internal flooding that is near or equal to exterior flood levels. To prevent this, backflow prevention valves should be installed on the building's sewer lines.

Water distribution lines are not usually contaminated when flooding occurs unless the water source itself is inundated by floodwater.

Heating or air conditioning units, or similar facilities located outside the structure, must also be flood proofed. Elevating the equipment is preferred, but if this is not feasible, a watertight closure system should be provided.

To complete the utility system flood proofing process, all openings below the base flood elevation where pipes, conduits, vents or other fixtures pass through a floor or exterior wall must be sealed to prevent leakage. Penetrations can be pressure sealed in several ways: gel-like expansive sealants, electrometric seals, molded sleeves, and neoprene seals.
STRUCTURAL PROJECTS

Flood Walls and Levees: Flood walls and levees are freestanding structures located away from the building that prevent inundation of the building. They may completely encompass the perimeter of the building or provide protection just to the low-lying areas. Generally, levees are constructed of compacted soils. Levees have the advantage of being compatible with the surrounding landscape since they are easy to shape.

An important factor in considering the feasibility of a levee involves the availability of suitable fill material for the levee, and the adequacy of the underlying supporting soil. Most types of soils are suitable for levee construction, with the exception of extremely fine-grained or highly organic soils. In addition, levees require a substantial area to construct and may not be feasible on small lots.

Construction of floodwalls is another option. Floodwalls are similar to levees however they are not constructed of earthen materials. They are generally thinner and take up less area than levees. Floodwalls can be constructed using a variety of designs and materials. The most common material for floodwall construction is concrete.
APPENDIX B

COST EFFECTIVENESS OF HAZARD MITIGATION PROJECTS
COST EFFECTIVENESS OF HAZARD MITIGATION PROJECTS

It is important to identify mitigation projects that are the most cost effective. A cost effective plan is one where the total cost of installation operation and maintenance is less than the amount of physical damage, lost earnings, and other economic impacts that are likely to occur if the project is not completed.

In order to qualify for federal assistance under the Hazard Mitigation Grant Program, a hazard mitigation project must have a positive benefit-to-cost ratio. Over the economic life of the project, the total benefits must exceed the cost of the project.

Damages are generally calculated on an average annual damage basis over the economic life of the structure. These average annual damages that would be incurred without mitigation are considered as the average annual benefits associated with the proposed project. Other benefits, such as reductions in insurance premiums, and reduction in lost production time are also included in the calculation of annual benefits.

The total cost of implementing a mitigation plan must also be calculated. All factors must be considered, including the cost of installation, operation, maintenance and financing. Once these variables have been identified, it is possible to amortize the total project over the economic life of the structure to identify an average annual cost. The average annual cost can then be directly compared with the average annual benefits (damages prevented) to determine the relative cost effectiveness of proposed projects.

Benefits

Direct benefits include the prevention of:

- Building damages;
- Loss of, or damage to, personal property or building contents;
- Infrastructure damages;
- Displacement costs after a disaster event;

Town of Woodbury
Hazard Mitigation Plan

Appendix B
Cost Effectiveness of Hazard Mitigation Projects

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May 2006
- Casualties;
- Loss of function: Critical public facilities;
- Transportation routes;
- Electrical power;
- Businesses; and emergency protective measures.

**Indirect Benefits**
Some benefits may not be considered when determining the benefits of a mitigation project. Damages and losses are not included in the analysis when there is no clear cause and effect relationship between the event and the damages or loss. Some examples of indirect benefits include avoidance of:

- Lost wages;
- Looting;
- Gross or region-wide economic effects; and
- Recreation opportunities lost or gained.
APPENDIX C

CONNECTICUT STATE FLOOD WARNING SYSTEM
THE CONNECTICUT FLOOD WARNING SYSTEM

The Automated Local/Statewide Evaluation in Real Time (ALERT) system is an automated early flood warning and response system. The Natural Resources Conservation Service (NRCS) in cooperation with the Department of Environmental Protection (DEP) installed ALERT in Connecticut in 1985 as a direct result of the June flooding of 1982. Rainfall, river, tidal, and weather data collected by the flood warning system is radioed into the DEP Alert Center and the three offices of the National Weather Service and used to issue faster severe weather watches, and warnings. The Alert System has aided communities in responding more rapidly to flash flooding and other weather related emergencies in Connecticut.

The automated rainfall, river, tidal and weather gauges that make up the ALERT flood warning system measure weather conditions statewide, and transmit their data via VHF radio signals to computer base stations located throughout Connecticut.

Two of the computer base stations are located at the State DEP/Inland Water Resources Division (IWRD) Flood Alert Center in Hartford and the Hartford Public Works Department.

Once received at each base station, the precipitation, river, tidal and weather data are stored in the database. Special software is used to analyze the data and alert IWRD staff of potential flooding conditions before they occur. The data is also uploaded to the Northeast River Forecast Center (NERFC) in Taunton, MA., and the Weather Service Offices at Albany, New York, and Brookhaven, Long Island. NERFC personnel analyze the rainfall and river data, and prepare river flood forecasts. The ALERT system also provides valuable rainfall data to the Department of Forestry's fire monitoring program, and roughly 30 other public and private agencies.

In addition to the Statewide Flood Warning System there are nine local Automated Flood Warning Systems encompassing 13 Towns and Cities. These nine communities suffer from repeated flooding and have installed ALERT Systems to increase their flood warning and response time.
Each Town has its own computer base station that can monitor local conditions as well as communicate via phone modem with the central base stations in Hartford. With the aid of a modem line to the Hartford base stations, Towns can view heavy rainfall moving in their direction before it arrives.

FLOOD WARNING SYSTEM DESIGN

The Committee on Automated Flood Warning was formed from a study group in 1985 to design and install an Automated Local/Statewide Evaluation in Real Time (ALERT) Flood Warning System for Connecticut.

Prior to the installation of the statewide system in 1985, ALERT systems were already operational in the Cities of Stamford and Hartford. The first phase of installation of the statewide system involved the placing of 14 automated precipitation gauges evenly spaced across the state. The gauges were designed to collect and transmit rainfall data automatically. To receive and store the rainfall data, a pair of computer operated base stations were installed at the DEP in Hartford and the National Weather Service Northeast River Forecast Center (NERFC) in Bloomfield (now located in Taunton, MA). Five radio repeaters were installed to relay data transmissions from the gauges to the base stations.

The second phase of the installation called for two local ALERT systems to be installed in the communities of Southington and Norwich. Each of these ALERT systems consists of four precipitation gauges, one river gauge, a computer base station and a radio repeater. Rainfall and river data from the gauges are received at the local base stations, and relayed via radio repeater to the two state ALERT base stations in Hartford.

Since 1990, the statewide system has been further expanded to include the Hartford, Milford, and Wallingford Alert Systems. New systems are currently planned in, the Norwalk River basin, Danbury and East Haven.

These communities receive warnings of heavy rainfall and potential flooding several hours in advance of damage, and they use this additional time to implement special community Emergency Operations Plans (EOPs).
Individual homeowners and businesses are notified so that they can implement their flood audit action plans to reduce flooding damages before flooding occurs.

In 1992, six fully automated weather stations were also installed to replace six aging weather stations that were installed as part of the second phase in 1986. Devices on these weather stations collect and transmit rainfall, temperature, soil moisture, wind speed/direction, and relative humidity data to the base stations via radio repeaters. The University of Connecticut and the Division of Forestry use the data for climatological research and to forecast forest fire burn potential.

The system was expanded again in 1997 to include ten additional river gauges on the state’s seven largest rivers and two tide elevation gauges in Old Saybrook and Groton. Because these new gauges are located in areas that do not suffer flash flooding, but are prone to normal river flooding which takes 12-36 hours to occur, this expansion used gauges that operate via telephone and cellular links.

**NOAA/EAS WEATHER WARNING RADIO NETWORK**

During 1993-1994, with assistance from the Federal Emergency Management Agency (FEMA), Connecticut installed the NOAA Weather Warning Radio WRSAME system. The acronym WRSAME stands for Weather Radio Specific Area Message Encoder. This new system allows the NWS to issue warnings to specific areas of Connecticut without alarming the entire state.

Specialized message encoder consoles were installed at the three NWS Forecast offices covering Connecticut, and 300 NOAA Weather Radios (with built-in decoders) were placed in schools, state parks, police and fire departments statewide. These newer radios can store messages and alert users when watches and warnings are issued. The radios also scan the frequency for static or weak signals, and alert users if problems are detected.
The NOAA/WRSAME system operates on the Federal Hydrologic frequencies. In Connecticut, four transmitters; Hamden (162.400 MHz), Soapstone (162.475 MHz) Montville (162.550 MHz), Central Park (162.550 MHz) and Mohawk Mountain (162.500 MHz); are used by the NWS to transmit forecasts, watches, and warnings. The NWS conducts weekly tests of the system.

During 1997-98 the NOAA/WRSAME system was upgraded to work with the newer Emergency Alerting System (EAS). The new EAS system includes civil preparedness messages along with the existing weather watches and warnings.

FORECAST & WARNING PROCEDURES IN CONNECTICUT

NATIONAL WEATHER SERVICE

The National Weather Service (NWS) is responsible for preparing daily weather forecasts, severe weather watches and warnings, and flash flood watches and warnings that are broadcast over radio and television in Connecticut. Weather forecasting for Connecticut is divided between three different NWS offices. Each office covers part of the state.

The NWS office in Taunton, MA is responsible for the counties of Hartford, Tolland and Windham. The Albany NWS office covers Litchfield County, and the NWS office at Brookhaven, Long Island, covers the four southern counties of Fairfield, New Haven, Middlesex and New London. These offices also provide the daily forecasts seen on the weather channel.

Also located in the same office as the NWS Forecast office in Taunton, MA, is the NWS Northeast River Forecast Center (NERFC). The NERFC is responsible for preparing river stage forecasts, headwater guidance, and flash flood guidance for a large portion of southern New England. The NERFC also issues flood warnings and river statements for all rivers in Connecticut. Among the rivers forecasted in Connecticut by the NERFC are the Connecticut, Farmington, Quinnipiac, and Park river basins.
Coordination between the three NWS offices is handled by AFOS (Automation of Field
Operations and Services) computer network. The latest weather maps, ALERT rainfall
data, and computer products from the National Meteorological Center in Washington D.C.
are sent through the AFOS computer network to the NWS offices and River Forecast
Centers all across the country.

Most precipitation and river readings as well as all weather watches, warnings, statements
and forecasts are transmitted by AFOS from one NWS Office. ALERT rainfall and river
data from Connecticut’s flood warning system are automatically relayed to the NERFC via
a micro-wave link. Once received by the NERFC the AFOS computer relays the data to all
NWS facilities in southern New England.

When printed forecasts, watches and warnings need to be broadcast in Connecticut, the
forecast or warning message is read off the AFOS network by personnel at the State
Office of Emergency Management (OEM) and typed onto the Connecticut On-Line Law
Enforcement Teletype (COLLECT) system. Within 15 minutes, the COLLECT system
relays the message to all 169 Towns within the state.

All forecasts, watches and warnings are also transmitted over the National Oceanic and
Atmospheric Administration (NOAA) Weather Radio Network. This network uses the
Weather Radio Specific Area Message Encoding System (WRSAME) and the Emergency
Alerting System (EAS) to warn areas that are in the path of severe weather.

Routine Operations

During routine operations, ALERT rainfall and river data are automatically transmitted to
the NERFC and stored in their ALERT computer. Shortly after the top of each hour, these
data are transmitted through AFOS to the rest the NWS facilities in southern New England.

Each NWS office issues different messages to the general public. Each message,
whether a flood statement issued by the NERFC, or a flash flood warning for ungauged
streams issued by the WSOs is sent into AFOS. These forecasts, watches, and warnings
are then relayed to the Office of Emergency Management in Hartford, and then they are
sent to the towns via the COLLECT system.

Town of Woodbury
Hazard Mitigation Plan

Appendix C
Connecticut State Flood Warning System
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This cycle takes from less than one hour to several hours depending on the type of watch, warning, or forecast that the National Weather Service is issuing and the time it takes to generate or update the forecast.

**Emergency Operations**

In heavy rainfall situations, whether forecasted or not, the NERFC and WSFO will take the lead. Since flood watches are issued for the most part by the WSFO, coordination between offices must take place. In the most rapid of situations, NERFC will issue forecasts and warnings for ALERT river basins and coordinate with the DEP and OEM. In many of these situations, the DEP will contact ALERT base stations and Emergency Operations Centers (EOCs) directly, and relay the latest warnings using its high speed faxing service. This cuts the response time considerably. Personnel at the local EOCs have the ability to phone persons living in the floodplains and inform them of the latest river stage forecast. Individuals then begin moving their stock and contents listed in their Flood Audit Emergency Operations Plans out of basements and flood prone areas.

Towns with ALERT base station computers also have the capability to monitor rainfall and river levels in their own area. The computer base stations are equipped with antennas that receive the rainfall and river data at the same time it is transmitted to the NWS. This gives the local authorities the ability to respond quickly to the sudden rise of a local river, or locally heavy rains. Data starts at the gaging stations and is sent to the NERFC ALERT base computer, and then sent from there to the other weather offices in southern New England. Each office will use the data for a different type of forecast.

NERFC will issue specific stage forecasts and warnings where necessary. These river forecasts will frequently contain forecasted rainfall for the next few hours. This provides users of the forecasts with a scenario. If for example, an additional inch of rain falls during the next hour, then the user can expect the river to rise to a certain stage. This If/Then scenario adds to the flood warning lead-time.
All forecasts or warnings will be sent into AFOS and from AFOS to OEM. Once received by OEM, the warnings are sent into the COLLECT system. Within 15 minutes the towns receive their new forecasts.

High Speed Faxing Service
In 1995 the DEP began using a new technology that allows detailed fax messages and maps to be sent to every town in Connecticut in as little as five minutes during emergencies. Faxes are computer generated and sent simultaneously to 340 locations statewide. Some of the locations re-transmit the faxes to more locations in their local areas. The total number of recipients is estimated at 1,000. Most of the fax locations are 911 centers, police and fire headquarters, civil preparedness offices, schools and state parks.

The faxes contain maps, and forecasts along with any watches or warnings issued by the NWS. If necessary, radar images and satellite pictures can also be faxed.

This service is also used for routine operations to send out weekly tropical weather updates and storm reports.
APPENDIX D
FLOOD AUDIT PROGRAM
THE FLOOD AUDIT PROGRAM

The flood audit program was developed by the USDA Natural Resource Conservation Service (NRCS) and the Connecticut Department of Environmental Protection to help reduce flood damage to contents and nonstructural building components for buildings within the 100 year floodplain of selected rivers. This program is performed in conjunction with the installation of municipal ALERT flood warning and response systems.

The flood audit provides homeowners and small businesses with information on flood warning levels and the relationship of the flood levels to their structures. When a flood warning level is forecast for the area, the individual takes the actions listed in the flood audit for the corresponding level. The audit includes an individual action plan which will help owners react quickly and effectively to flood warning reports broadcast over the radio, television or both. Using this information, the individual can move furniture, appliances, etc., out of basements and other low areas. Flood audit data is also loaded into the local community's flood warning system computer database. The display includes an elevation graph for each structure in the flood-prone area. The structures are listed in order of height. Each bar on the graph represents a building. The bottom of the bar is the basement or lowest floor elevation, and the top of each bar is the elevation of the next floor, usually the first floor.

If the next floor is above 12 feet, the bar extends to the top of the graph, and has no top. An arrow pointing to a level on the bar shows the elevation at which water from the river will spill into the building through an opening, such as a door or window. The names of owners and residents are listed in the same order (by structure height) as in the graph. Under the person's name is a phone number. With the computer display, municipal and state officials can quickly spot the lowest structures in flood-prone areas and notify audited homeowners and small businesses to begin taking actions to reduce flood damages.

Audits generally require one field day per structure and result in a package of information that property owners maintain and review annually. When a flooding event is imminent, home owners and businesses take the actions prescribed in the audits, including evacuation when flood heights are at a level that threatens lives and roads are flooded.

Town of Woodbury
Hazard Mitigation Plan

Appendix D
Flood Audit Program

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May 2006
TECHNICAL & FINANCIAL RESOURCES

This section is comprised of a list of resources to be considered for technical assistance and potentially financial assistance for completion of the actions outlined in this plan. This list is not all-inclusive and should be updated periodically.

Federal Resources

Federal Emergency Management Agency
Region I Office
99 High Street, 6th Floor
Boston, MA 02110

Mitigation Division

Administers all of FEMA’s hazard mitigation programs, including: National Flood Insurance Program and Community Rating System; prepares and revises flood insurance studies and maps; information on past and current acquisition, relocation, and retrofitting programs; expertise in other natural and technological hazards, including hurricanes, earthquakes and hazardous materials. Financial assistance includes Hazard Mitigation Grant Program (post-disaster); Flood Mitigation Assistance Program (pre-and post-flood); training for local officials at Emergency Management Institute in Emmitsburg, Maryland.

Earthquake Hazards Reduction Assistance Program: As part of the National Earthquake Hazards Reduction Program (NEHRP), the purpose of the FEMA’s State Earthquake Hazards Reduction Program is to provide funds for the development of comprehensive risk reduction programs at the State level and risk reduction measures at the local level to reduce future earthquake damages and losses. The fundamental goal of the program is to reduce earthquake impacts and the subsequent loss of lives, property damages, and economic losses. To accomplish these goals, technical assistance from State programs to local governments in the areas of structural and non-structural mitigation, building codes, and land-use planning ordinances is necessary.
State Hurricane Program: This program is concerned with reducing the impacts of hurricanes and coastal storms on coastal areas of the United States and its territories as well as reducing the extent of subsequent losses.

FEMA provides financial and technical assistance to State and local governments to support their efforts to mitigate the damaging effects of hurricane and coastal storms. State Hurricane Program funds are to be used for mitigation and preparedness activities related to hurricane hazards. Each participating State receives a Local Assistance allocation of $5,000 in addition to the State Assistance Grant.

Hurricane Program Property Protection - Mitigation Grants: This element of the Hurricane Program provides grants to hurricane-prone States to implement mitigation projects. Each FEMA region with States participating in the Hurricane Program receives funds for this activity.

The regional offices solicit the States to undertake projects that reduce the risk of loss of life or injury from damaged structures and reduce the overall cost of hurricane disasters due to property damage. The CT OEM administers this program.

Multi-State Groups: There are three multi-state (regional) consortia that FEMA funds: the Western States Seismic Policy Council (WSSPC), the New England States Emergency Consortium (NESEC), and the Central United States Earthquake Consortium (CUSEC). The mission of all three consortia is to support the National Earthquake Hazard Reduction Program (NEHRP) funded State earthquake programs. They provide support in areas such as coordination between the States in a region and public awareness and education, and they also reinforce interactions between all levels of government, academia, non-profit associations, and the private sector.

Technical Assistance Contracts: The Mitigation Directorate has in place several Technical Assistance Contracts (TAC) that support FEMA, States, territories, and local governments with activities to enhance the effectiveness of natural hazard reduction program efforts. The
TACs support FEMA's responsibilities and legislative authorities for implementing the earthquake, hurricane, dam safety, and floodplain management programs. The range of technical assistance services provided through the TACs varies based on the needs of the eligible contract users and the natural hazard programs. Contracts and services include:

The Hazard Mitigation Technical Assistance Program (HMTAP): Supporting post-disaster program needs in cases of large, unusual, or complex projects; situations where resources are not available; or where outside technical assistance is determined to be needed. Services include environmental and biological assessments, benefit/cost analyses, historic preservation assessments, hazard identification, community planning, training, and more.

The Wind and Water Technical Assistance Contract (WAWTAC) - supporting wind and flood hazards reduction program needs. Projects include recommending mitigative measures to reduce potential losses to post-FIRM structures, providing mitigation policy and practices expertise to States, incorporating mitigation into local hurricane program outreach materials, developing a Hurricane Mitigation and Recovery Exercise, and assessing the hazard vulnerability of a hospital.

The National Earthquake Technical Assistance Contract (NETAC) - supporting earthquake program needs. Projects include economic impact analyses of various earthquakes, vulnerability analyses of hospitals and schools, identification of and training on non-structural mitigation measures, and evaluating the performance of seismically rehabilitated structures, post-earthquake.

Hazard Mitigation Grant Program (HMGP): HMGP is a post-disaster mitigation program that provides funding for hazard mitigation projects in affected counties following presidentially declared disasters. Available funds are based on a percentage of the total damages caused by the particular disaster. Grants from this program are limited to state and local governments and certain non-profit organizations.
There is a need to demonstrate a positive cost/benefit analysis and a cost-share requirement of 25% to match the federal funds provided. Grants are competitive within the affected area. This program is administered by the state of Connecticut, Department of Environmental Protection.

Flood Mitigation Assistance Program (FMA): FMA is a pre-disaster mitigation program created by the National Flood Insurance Reform Act of 1994. This program provides both project and planning grants annually for flood hazard mitigation planning and projects with direct demonstrable benefits to the NFIP insurance fund. Administratively, this program is very similar to the HMGP described above.

Response & Recovery Division
Information on dollar amounts of past disaster assistance including Public Assistance, Individual Assistance, and Temporary Housing; information on retrofitting and acquisition/relocation initiatives.

Coordinates federal disaster assistance programs, including 75% grants for mitigation projects to protect eligible damaged public and private nonprofit facilities from future damage through the Public Assistance Program, and 100% “minimization” grants through the Individual and Family Grant Program.

Computer Sciences Corporation
New England Headquarters,
140 Wood Road, Suite 200,
Braintree, MA 02184

A private company contracted by the Federal Insurance Administration as the National Flood Insurance Program Bureau and Statistical Agent, CSC provides information and assistance on flood insurance, including handling policy and claims questions, and providing workshops to lenders, insurance agents, and communities.
Small Business Administration
360 Rainbow Boulevard South, 3rd Floor
Niagara Falls, NY 14303

SBA has the authority to declare disaster areas following disasters that affect a significant number of homes and businesses, but that would not need additional assistance through FEMA. (SBA is triggered by a FEMA declaration, however.) SBA can provide additional low-interest funds (up to 20% above what an eligible applicant would normally qualify for) to install mitigation measures. They can also loan the cost of bringing a damaged property up to state or local code requirements. Can be used in combination with the new mitigation insurance under the NFIP, or in lieu of that coverage.

Environmental Protection Agency
Region I - JFK Federal Building, Government Center,
Boston, MA 02203

Capitalization Grants for State Revolving Funds
Low interest loans to governments to repair, replace, or relocate wastewater treatment plants damaged in floods. Does not apply to drinking water or other utilities.

Clean Water Act Section 319 Grants
Cost-share grants to state agencies that can be used for funding watershed resource restoration activities, including wetlands and other aquatic habitat (riparian zones). Only those activities that control non-point pollution are eligible. Grants are administered through the CT DEP, Bureau of Water Management, Planning and Standards Division.

U.S. Depart. of Housing and Urban Development
330 Main Street
Hartford, CT 06106
(860) 240-4515

CT Dept. Of Economic and Comm. Development
505 Hudson Street
Hartford, CT 06106
(860) 566-5310

Town of Woodbury
Hazard Mitigation Plan

Appendix E
Technical & Financial Resources

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Community Development Block Grants (CDBG): Communities with populations greater than 50,000 contact HUD directly regarding CDBG. Communities smaller than 50,000 compete for funds allocated to the state Department of Economic Development. One program objective is to improve housing conditions for low and moderate income families. Projects can include acquiring flood prone homes or protecting them from flood damage. Funding is a 100% grant; can be used as a source of local matching funds for other funding programs, such as FEMA’s 404” Hazard Mitigation Grant Program. Funds can also be applied toward “blighted” conditions, which is often the post-flood condition. A separate set of funds exists for conditions which create an “imminent threat.” The funds have been used in the past to replace (and redesign) bridges where flood damage eliminated police and fire access to the other side of the waterway.

U.S. Army Corps of Engineers
New England District
696 Virginia Road
Concord, MA 01742-2751
(978) 318-8505

Provide 100% funding for floodplain management planning and technical assistance under the Floodplain Management Services Program (FPMS).

Various flood protection measures such as beach re-nourishment, stream clearance and snagging projects, flood proofing, and flood preparedness funded on a 50/50 matching basis by Section 22 Planning Assistance to States program. They are authorized to relocate homes out of the floodplain if it proves to be more cost effective than a structural flood control measure.

U.S. Department of Commerce
National Weather Service
445 Myles Standish Blvd.
Taunton, MA 02780
(508) 823-2266
Prepares and issues flood, severe weather, and coastal storm warnings. Staff hydrologists can work with communities on flood warning issues and can give technical assistance in preparing flood warning plans.

U.S. Department of the Interior
National Park Service
Rivers and Trails Conservation Program
Regional Office, 15 State Street
Boston, MA 02109
(617) 223-5203

Technical Assistance with open space preservation planning; can help facilitate meetings and identify non-structural options for floodplain development.

Fish and Wildlife Service
New England Field Office
22 Bridge Street, Unit #1
Concord, NH 03301

Can provide technical and financial assistance to restore wetlands and riparian habitats through the North American Wetland Conservation Fund and Partners for Wildlife programs.

U.S. Department of Agriculture
Natural Resources Conservation Service (formerly SCS)
344 Merrow Road, Suite A
Tolland, CT 06084
(860) 871-4016

Technical assistance to individual land owners, groups of landowners, communities, and soil and water conservation districts on land-use and conservation planning, resource development, stormwater management, flood prevention, erosion control and sediment reduction, detailed soil surveys and watershed/river basin planning and recreation.
Financial assistance is available to reduce flood damage in small watersheds and to improve water quality. Financial assistance is available under the Emergency Watershed Protection Program; the Cooperative River Basin Program; and the Small Watershed Protection Program.

State Resources

Connecticut Department of Environmental Protection
79 Elm Street
Hartford, CT 06106
(860) 424-3706

Bureau of Water Management, Inland Water Resources Division - This division is generally responsible for flood hazard mitigation in Connecticut, including administration of the National Flood Insurance Program.

National Flood Insurance Program State Coordinator - flood insurance and floodplain management technical assistance, floodplain management ordinance review, substantial damage/improvement requirements, community assistance visits, and other general flood hazard mitigation planning.

State Hazard Mitigation Officer - Hazard mitigation planning and policy; oversight of administration of the Hazard Mitigation Grant Program, Flood Mitigation Assistance Program, and Project Impact initiative.

Flood Warning and Forecasting Service - Prepares and issues flood, severe weather, and coastal storm warnings. Staff engineers and forecaster can work with communities on flood warning issues and can give technical assistance in preparing flood warning plans.
Flood & Erosion Control Board Program - provides assistance to municipalities to solve flooding, beach erosion and dam repair problems. Certain non-structural measures that mitigate flood damages are also eligible. Funding is provided to communities that apply for assistance through a Flood & Erosion Control Board on a non-competitive basis.

Stream Channel Encroachment Line Program - Similar the NFIP, this state regulatory program places restrictions on the development of floodplains along certain major rivers. This program draws in environmental concerns in addition to public safety issues when permitting projects.

Inland Wetlands and Watercourses Management Program - Provides training, technical and planning assistance to local Inland Wetlands Commissions, and reviews and approves municipal regulations.

Dam Safety Program - Charged with the responsibility for administration and enforcement of Connecticut’s dam safety laws. Permits the construction, repair or alteration of dams, dikes or similar structures and maintains a registration data base of all known dams statewide. This unit also operates a statewide inspection program.

Bureau of Water Management - Planning and Standards Division - Administers the Clean Water Fund and many other programs directly and indirectly related to hazard mitigation including the Rivers Restoration Grant Program, Section 319 Non-point source pollution reduction grants, and municipal facilities program which deals with mitigating pollution from wastewater treatment plants.

Office of Long Island Sound Programs - Administers the Coastal Area Management Act program and Long Island Sound License Plate Program.

State Military Department
Office of Emergency Management
360 Broad Street
Hartford, CT 06105
(860) 566-3376

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Technical & Financial Resources
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May 2006
OEM is the lead agency responsible for emergency management. Specifically, responsibilities include emergency preparedness, response & recovery, mitigation, and an extensive training program. OEM is the state point of contact for most FEMA grant and assistance programs. OEM administers the Earthquake and Hurricane programs described above under the FEMA resource section. Additionally, OEM operates a mitigation program to coordinate mitigation throughout the state with other government agencies.

Connecticut Department of Public Safety
Office of the State Building Inspector
1111 Country Club Road
Middletown, CT 06457
(860)685-8310

Responsible for administering and enforcing the Connecticut State Building Code. Also responsible for the municipal Building Inspector Training Program.

Department of Transportation
Berlin Turnpike
Newington, CT
(860) 594-3236

The Department of Transportation administers the federal Intermodal Surface Transportation Efficiency Act (ISTEA) which includes grants for projects which promote alternative or improved methods of transportation. Funding through grants can often be used for projects with mitigation benefits such as preservation of open space in the form of bicycling and walking trails. CT DOT is also involved in traffic improvements and bridge repairs which could also be mitigation related.

Private And Other Resources

The Association of State Floodplain Managers
2809 Fish Hatchery Road, Suite 204
Madison, WI 53711

Town of Woodbury
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Appendix E
Technical & Financial Resources

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May 2006
Professional association that assists communities with the NFIP with a membership of almost 2000. ASFPM has developed a series of technical and topical research papers, and a series of Proceeding from their annual conferences. Many mitigation success stories have been documented through these resources, which also provide a good starting point for planning.

Natural Hazards Center (303) 492-6818 (M-F, 11:00AM-6:00PM Eastern)
Includes the Floodplain Management Resource Center, a free library and referral service of the ASFPM for floodplain management publications. The Natural Hazards Center is located at the University of Colorado in Boulder. Staff can use keywords to identify useful publications from the more than 900 documents in the library.

New England Flood and Stormwater Managers Association, Inc.
Boston, MA

NEFSMA is a non-profit organization made up of state agency staff, local officials, private consultants and citizens from across New England. NEFSMA sponsors seminars and workshops and publishes the NEFSMA News, three times per year to bring the latest flood and stormwater management information from around the region to its members.

National Center for Earthquake Engineering and Research (716) 645-3391
A Source for earthquake statistics, research, engineering and planning advice.

National Emergency Managers Association
c/o Council of State Governments
3650 Iron Works Pike, P.O. Box 11910
Lexington, Kentucky 40578-1910
606-244-8000

A national association of state Emergency Management Directors and other emergency management officials. The NEMA Mitigation Committee is a voice in shaping all-hazard mitigation policy in the nation. NEMA is also a source of technical assistance.
New England States Emergency Consortium (NESEC)  (800) 445-6332
Clearinghouse for mitigation and preparedness information and cooperation among all
New England states. NESEC presents a unique, non-governmental approach to aid. This
agency could secure access to private sources of monetary and logistics support.

Institute for Business and Home Safety (IBHS)
1408 Westshore Boulevard, Suite 208
Tampa, FL 33604
(813) 286-3400

A non-profit organization established by the insurance industry to research ways of
lessening the impact of natural hazard. IBHS advocates the development and
implementation of building codes and standards nationwide and may be a good source of
model code language. IBHS is also involved in the promoting of strong land use planning
practices which incorporate natural hazards into local development processes.

Volunteer Organizations - Volunteer organizations, such as the American Red Cross, the
Salvation Army, and the Mennonite Disaster Service are often available to help after
disasters. Service Organizations, such as the Lions, Elks, and VFW are also helpful. The
Mennonite Disaster Service provides skilled labor to help rebuild damaged buildings
incorporating mitigation or flood proofing concepts. The office of individual organizations
can be contacted directly, or the FEMA Regional Office may be able to assist.

Flood Relief Funds - After a disaster, local businesses, residents and out-of-town groups
often donate money to local relief funds. They may be managed by the local government,
one or more local churches, or an ad hoc committee.

No government disaster declaration is needed. Local officials should recommend that the
funds be held until an applicant exhausts all sources of public disaster assistance. That
would allow the funds to be used for mitigation and other projects that cannot be funded
elsewhere.
January 5, 2007

Ms. Virginia Mason  
Council of Governments  
of the Central Naugatuck Valley  
60 North Main Street – 3rd Floor  
Waterbury, CT 06702-1403

Re: Town of Woodbury Hazard Mitigation Plan

Dear Virginia:

Enclosed is a certified copy of the minutes of the October 26, 2006 Board of Selectmen Special & Regular meeting. In regards to the Hazard Mitigation Plan, the Public Hearing starts on page 1 and the motion adopting the Plan starts on page 4.

Sincerely,

Richard W. Crane  
First Selectman

RWC/la  
Enclosure – Minutes of 10/26/06
STATE OF CONNECTICUT:

OFFICE OF THE TOWN CLERK

COUNTY OF LITCHFIELD:

WOODBURY, January 5, 2007

I, Suzanne B. Cooper, Assistant Town Clerk of Woodbury, Connecticut, duly elected and qualified according to law, and having custody of the Seal of said Town of Woodbury, hereby certify that the attached Minutes are true copies of the original Minutes of the Board of Selectmen Special Meeting held on October 26, 2006.

In testimony whereof I have hereunto set my hand and affixed the Seal of said Town of Woodbury this 5th day of January, 2007.

Attest:

Suzanne B. Cooper
Assistant Woodbury Town Clerk
Minutes
Board of Selectmen Special Meeting
October 26, 2006

PUBLIC HEARING – Town of Woodbury Hazard Mitigation Plan

Present: Richard W. Crane, First Selectman
Charles M. Bartlett, Selectman
Paul D. Hinckley, Selectman

Also present: Virginia Mason, COGCNV; Robert E. Sonnichsen, P.E., President of Delta Environmental Services, Inc.; Kathy Doyle, Parks & Recreation Commission Chairman; and two news reporters

Selectman Crane called the public hearing to order at 7:00 p.m. in the Shove Conference Room. The entire hearing was recorded and on file in the Selectmen’s Office. A copy of the Town of Woodbury Hazard Mitigation Plan is on file in the Selectmen’s Office as well as the Town Clerk’s Office.

Selectman Crane read the legal notice that was published in the October 18, 2006 edition of Voices. He noted that he has received a letter from the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), advising they have determined Woodbury’s Plan satisfactorily meets all of the mandatory requirements except for its adoption by the local governing body. He then introduced Virginia Mason from the Council of Governments of the Central Naugatuck Valley, who was responsible for overseeing the creation of the Plan. She explained that three towns in the CNVCOG took part in the project which would make them eligible to apply for FEMA funding in the event of a disaster.

Robert Sonnichsen, President of Delta Environmental Services, who prepared the Plan, was introduced. He then gave a review of the Plan. He explained that the amount of funding varies from year to year and can only be requested for natural disasters, i.e. flood, tornado, river stabilization, winter storms.

Selectman Crane opened the hearing to questions and comments.
Minutes
Board of Selectmen Special & Regular Meeting
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Selectman Bartlett expressed his concern for protection of the Town’s aquifer. He feels the aquifer is one of the Town’s largest concerns and rightly so. Mr. Sonnichsen agreed protection of the aquifer is a prime concern and said it would be included. The regulations require the Plan to be updated at least every five year but can be done earlier. The gas line was also mentioned. Selectman Bartlett asked if the Plan included census data since 2000 and was advised no.

Selectman Hinckley reviewed some corrections to the Plan including appendix identification changes and several typographical errors.

There being no further comments or questions, Selectman Crane closed the public hearing at 7:42 p.m.

**PUBLIC HEARING – Amendments to Town Ordinance, Chapter 7.5 Parks and Recreation Facilities, Article II. Use Regulations**

Present: Richard W. Crane, First Selectman
Charles M. Bartlett, Selectman
Paul D. Hinckley, Selectman

Also present: Jenifer Miller, Parks & Recreation Director; Kathy Doyle, Parks & Recreation Commission Chairman; and three news reporters

Selectman Crane called the public hearing to order at 7:45 p.m. in the Shove Conference Room. The entire hearing was recorded and on file in the Selectmen’s Office. A copy of the proposed amendments to the Parks & Recreation Ordinance is on file in the Selectmen’s Office as well as the Town Clerk’s Office.

Selectman Crane read the legal notice that was published in the October 18, 2006 edition of *Voices*. He then turned the hearing over to Kathy Doyle who explained that after the Parks & Recreation Commission reviewed the present ordinance they noted several areas were outdated and needed to be brought up to date with the present facilities and uses. The Resident State Trooper has also reviewed the changes.

Selectman Crane opened the hearing to questions and comments. Selectman Hinckley commented on the excellent format used to show the proposed changes. Selectman Bartlett commented on open fires and was advised that the permit process supersedes the ordinance. Ms. Doyle will
revise the proposal to reflect minor changes made during the hearing and redistribute copies to the appropriate parties.

There being no further comments or questions, Selectman Crane closed the public hearing at 7:54 p.m.

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October 26, 2006

Present: Richard W. Crane, First Selectman
Charles M. Bartlett, Selectman
Paul D. Hinckley, Selectman

Also present: Kathy Doyle, Parks & Recreation Commission Chairman
Three news reporters

Selectman Crane called the regular meeting to order at 7:55 p.m., immediately after the public hearings.

Privilege of the Floor – None

Minutes
MOTION: Selectman Hinckley moved and Selectman Bartlett seconded the approval of the minutes of the October 12, 2006 regular meeting as submitted. UNANIMOUSLY APPROVED

Bids and Contracts
Line Painting – Three bids were received for road line painting and associated markings. Public Works Director, David Monckton recommends award to the apparent low bidder, Atlantic Pavement Marking.

MOTION: Selectman Bartlett moved and Selectman Hinckley seconded to award the contract for the application of painted lines on Town roadways and properties to Atlantic Pavement Marking, Inc. at the following prices:
Single Yellow centerline $ 158.95 per mile
Stop Bars $ 6.95 each
Arrows $ 15.00 each
Misc. Single Lines $ .15 per linear foot
Minutes
Board of Selectmen Special & Regular Meeting
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Parking Stalls $ 2.50 each
Handicap Stalls $ 15.00 each
Yellow Curb $ .25 foot
Speed Bumps $ .50 per linear foot
Crosswalk Markings 16”x8” $ 50.00 each

UNANIMOUSLY APPROVED

Concrete Labor for Senior/Community Center – In rebidding the concrete work for the new Center, Montagno solicited separate bids for labor and material and are recommending the Board award the contract for labor to the low bidder, the Rall Corporation.

MOTION: Selectman Bartlett moved and Selectman Hinckley seconded to award the contract for Concrete Labor for the new Senior/Community Center to the Rall Corporation at a total cost of $93,000 subject to clearance from the Town Attorney.

Discussion – Selectman Hinckley asked if the Selectmen should be meeting to approve these bids sooner than waiting for our next regular meeting. Selectman Bartlett said we are moving as quickly as we can considering all of the paperwork and legal reviews that must transpire before we can approve and sign a contract. It was also questioned when the contracts will be ready for the Selectmen to sign.

UNANIMOUSLY APPROVED

Appointments/Resignations
The Republican Town Committee has submitted the name of Linda Carlson to fill the alternate vacancy on the Planning Commission vacated by Joseph Justino.

MOTION: Selectman Bartlett moved and Selectman Hinckley seconded the appointment of Linda L. Carlson (R) to fill an alternate vacancy on the Planning Commission for a term to expire 12/03/07.

UNANIMOUSLY APPROVED

Hazard Mitigation Plan Approval
MOTION: Selectman Bartlett moved and Selectman Hinckley seconded the following resolution:

Whereas, the Town of Woodbury has participated in the development of the Town of Woodbury Hazard Mitigation Plan for the Town of Woodbury.
Whereas, the Plan has been publicized and made available for review by the residents, neighboring communities and the Connecticut Department of Environmental Protection; Now, therefore be it resolved that the Hazard Mitigation Plan for the Town of Woodbury is hereby adopted as an official plan of the Town of Woodbury. The First Selectman is charged with supervising the implementation of the Plan’s recommendations within funding limitation as provided by the State of Connecticut or other sources. The Emergency Management Director shall annually monitor implementation of the Plan and shall submit a written progress report to this governing body. Passed this 26th day of October 2006. 

UNANIMOUSLY APPROVED

5-Year Capital Plan
Selectman Crane reminded the Board that the Capital Plan requests are to be submitted to the Selectmen’s Office in 10 days. The Board will discuss the requests at their November 9th regular meeting.

Town Meeting of November 20, 2006
Selectman Crane reviewed the items for the November 20th Town Meeting call. The change in the Parks and Recreation Ordinance and an amendment to the Pension Plan will be listed on the call. The Land Use Department has received a request to have River Bend Drive accepted into the Town road system. Judi Lynch, Land Use Director, advises that the requirements of Section 2.9, Regulations Pertaining to Construction and Acceptance of Streets, of the Woodbury Zoning Regulations have been satisfied.

MOTION: Selectman Hinckley moved and Selectman Bartlett seconded to accept the recommendation of the Land Use Director and to recommend the acceptance of Riverbend Drive into the Town road system at the November 20, 2006 Town Meeting. 

UNANIMOUSLY APPROVED

Correspondence
• The Town has received notice from the Office of Policy and Management that Woodbury has been awarded the three grants for the Rowley Road, Pond Valley Road and Pomperaug River projects. Resolutions are needed from the Board to submit with the Notice of Grand Awards.
MOTION: Selectman Bartlett moved and Selectman Hinckley seconded the following resolution to be submitted with the Notice of Grand Awards for the 1) $66,326 grant from the Small Town Economic Assistance Program (STEAP) for drainage improvements and the replacement of the culvert under Rowley Road; 2) $65,000 grant from the Small Town Economic Assistance Program (STEAP) to re-establish Pond Valley Road and the Reichenbach Pond Culvert; and 3) $88,500 grant from the Small Town Economic Assistance Program (STEAP) for the stabilization of the Pomperaug River.

My signature below, for and on behalf of the Town of Woodbury, indicates acceptance of the following and further certifies that:
1. I have the authority to submit this grant application;
2. I have read, understand, and will comply with the General Grant Conditions;
3. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management of the State of Connecticut;
4. I understand that should this grant application be approved, such state funds shall be expended no later than December 31, 2007;
5. I understand that requests to extend the grant end date shall be submitted in writing to the Office of Policy and Management no later than thirty (30) days before the grant end date of December 31, 2007;
6. I understand that unexpended funds shall be returned to the State of Connecticut within sixty (60) days of the grant end date;
7. I understand that if this organization meets the requirements of the State Single Audit Act, Sections 4-230 through 4-236, as amended, of the Connecticut General Statutes, the organization is required to submit a State Single Audit, at its own expense, no later than six (6) months after the end of the audit period. If this organization is not required to submit a State Single Audit, the organization is required to submit a final accounting of the grant expenditures within sixty (60) days of the grant end date; and
8. I hereby certify that the statements contained in the response to this application and accompanying documents are true to the
best of my knowledge and belief and that I know of no reason why the applicant cannot complete the project in accordance with the representations contained herein.

Discussion - Selectman Bartlett asked if the Town submits a State Single Audit and Selectman Crane responded yes. **UNANIMOUSLY APPROVED**

- Selectman Crane advised the Board that the members of the Town Retirement and Pension Board will be in attendance at the November 9th Selectmen’s meeting to discuss the Investment Policy.
- Memo from Sylvia Keiser, Assessor, requesting the Board’s recommendation on the income limits for the Town homeowners program for the 2006 Grand List.

**MOTION:** Selectman Bartlett moved and Selectman Hinckley seconded to authorize Sylvia Keiser, Assessor, to revise the income levels for the Town Homeowners [and Veterans] Program for the 2006 Grand List to be in conformance and the same as the State levels as published in the Office of Policy and Management letter of October 17, 2006. **UNANIMOUSLY APPROVED**

- Letter from the COGCVNV notifying the Town of a DEMHS (Department of Emergency Management and Homeland Security) directive where every municipality in the State must have a high band radio base station dedicated for communications between the municipality’s emergency operations center and the DEMHS 5 Regional Office. Selectman Crane expressed concern because this would make a total of 5 separate radios to be monitored by the Town. He also noted that the State is hoping to move the Region 5 office to the Training School in Southbury.
- As a recipient of Fiscal Year 2006 Homeland Security Grant Funding, the Town is required to enter into a Memorandum of Agreement which needs an accompanying resolution. This resolution will also cover Fiscal Year 2005 which DEMHS said they did not receive with the 2005 Agreement.

**MOTION:** Selectman Hinckley moved and Selectman Bartlett seconded: RESOLVED, that the Town of Woodbury may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and
FURTHER RESOLVED, that Richard W. Crane as First Selectman of the Town of Woodbury, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Woodbury and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.  
UNANIMOUSLY APPROVED

- Council of Small Towns - Connecticut Town Meeting 2007 – Selectman Crane had a copy of the 2006 program for the Board to review. The Board members will decide if they will be attending January’s meeting once the program schedule is received.
- Letter from Stephen Whitaker of Ames & Whitaker Architects requesting approval of the Phase IV fee in regards to the Senior/Community Center project.

MOTION: Selectman Hinckley moved and Selectman Bartlett seconded to approve the Phase IV fee of $28,000 from Ames & Whitaker for the Woodbury Senior/Community Center. UNANIMOUSLY APPROVED

Project Update
- Senior/Community Center – Progress reports 1 and 2 have been received. The probable cost to run the gas line from Main Street to Mountain Road and up to the site is $60,000. A change order will be looked into to change from gas to oil. The groundbreaking agenda has been set as of this date. A special Board of Selectmen meeting was scheduled for 5:00 P.M. on Wednesday, November 1st to approve the call of the Town Meeting and to award any of the small contracts which may be ready at that time.
- Communications System – Will be fully tested by November 15th and tested again in April/May when the leaves are out. Final payment will not be made until after the final test in May 2007.

Selectman Hinckley will be acting First Selectman from November 21st to 28th.

There being no further business, the meeting adjourned at 8:45 p.m.
FILLED SUBJECT TO BOARD APPROVAL

Respectfully submitted,

[Signature]

Linda Anderson
Clerk
REFERENCES


State of Connecticut, Secretary of State, State Register & Manual, 1994


*References to all of the Federal, State, regional, and local planning documents used in the preparation of this plan are not included.
Other Documents Consulted


National Weather Service Data since 1960.
APPENDIX H
PUBLIC NOTIFICATION DOCUMENTS & CORRESPONDENCE
MEMORANDUM: 072606

TO: CEOs of Woodbury, Southbury, Middlebury, Bethlehem, Watertown, Roxbury, Washington, and NWCOG
FROM: Virginia Mason, Assistant Director
SUBJECT: Woodbury Hazard Mitigation Projects

The Town of Woodbury is completing a pre-disaster mitigation planning program funded by FEMA. As a part of that program, the town has identified a priority list of projects and planning activities it wishes to undertake at some point in the future to reduce the effects of natural disasters. That list is enclosed for your information. Your comments are welcome. A public hearing will be held in September on the final draft plan. If you are interested in obtaining a complete copy of the first draft or want to be notified of the public hearing, please contact the COGCNV at 203-757-0535.
Regional Planning Commission  
of the Council of Governments of the Central Naugatuck Valley  
COGCNV Conference Room  
60 North Main Street – 3rd Floor  
(Wachovia Bank Building – North Lobby)  
Waterbury, CT  
7:00 P.M. Tuesday, September 13, 2005

RPC Members: Richard Minick, Beacon Falls; Martin Cobern, Cheshire; Harmon Andrews, Southbury; Robert Flanagan, Thomaston; James Sequin, Waterbury; Mary Barton, Watertown; Linda Fercodini, Wolcott; Kay Campbell and Janet Bunch, Woodbury. Other Attendees: Ed Jurzynski, Beacon Falls, Samantha Frederick, Thomaston Express. Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Samuel Gold, Regional Planner.

1. Pledge of Allegiance, Roll Call, Introductions, Public Comment

Bob Flanagan called the meeting to order at 7:02 PM. Those present introduced themselves, and the pledge of allegiance was recited. There were no public comments.

2. Administrative Items

a. Approval of May 3, 2005, Minutes — On a motion by Rich Minick, seconded by Harmon Andrews, it was unanimously approved.

VOTED: To approve the minutes of the May 3, 2005 meeting.

b. Correspondence — Peter Dorpalen summarized recent correspondence:

June 30, 2005  
Letter from Jack Fischer, a Southbury RPC representative, notifying COG and the RPC that he is resigning from the RPC because he is relocating.

September 1, 2005  
Letter from Southbury EDC to COGCNV requesting support for EDC effort “to keep the Southbury Travel and Tourist Information Center alive”.

September 2, 2005  
Letter to chief elected officials, water companies, and state officials inviting them to a September 21, 2005, public drinking water supply regional forum.

3. Nominating Committee Report and Election of Officers

Peter Dorpalen reported that the Nominating Committee recommends Bob Flanagan for Chairman, Jim Sequin for Vice Chairman, and Linda Fercodini for Secretary. All said they would be willing to serve as officers. On a motion by Harmon Andrews, seconded by Bob Flanagan, it was...
Fink distributed a Municipal Officials Questionnaire which he asked to be completed and returned to his office. The questionnaire requests information about the availability of affordable housing in your municipality.

4. **Transportation Planning**

   a. *Bus stop analysis* — Sam Gold reported that he has worked with North East Transportation to locate the actual locations where bus operators stop to pick up passengers. Sam rode the bus routes with NET staff and used GPS equipment to identify the exact coordinates of the actual bus stop locations. He has reviewed the location data and has worked with NET to develop recommendations for route modifications to make the bus system more efficient. At a meeting on September 22, 2005, Sam will present his findings and recommendations to the city of Waterbury, and to NET. A public meeting will be planned following this meeting.

   b. *Congested intersection analysis* — Mike Flood reported that he has completed the Central Naugatuck Valley Region Intersection Analysis: 2004. Mike used Highway Capacity Manual software to determine the optimal setting for the traffic lights at signalized intersections. He also spoke with traffic engineers and public works directors to get their feedback on specific recommendations. The study was reviewed by municipal public works officials and will be forwarded to ConnDOT following COG approval.

   c. *STP-Urban highway project priorities update* — Mike Flood reported that he has completed a review of the region's Urban Surface Transportation Program. The region is allocated approximately four million dollars annually for local road improvements within the Waterbury, Hartford, Bridgeport-Stamford, and New Haven urbanized areas. Mike collected and updated data on each previously submitted STP-U project, developed a ranking system, and prioritized projects. The project ranking and the criteria used for the ranking were approved at the last COG meeting. Mike met with engineers at ConnDOT to discuss the new ranking and to work to schedule high priority projects.

   d. *Naugatuck River Greenway* — Sam Gold reported that he has been working with Waterbury to conduct an environmental review of the Naugatuck River Greenway. The city has requested an Environmental Review Team from King's Mark.

5. **Pre-Disaster Mitigation Planning**

Virginia Mason reported that public officials have reviewed the draft Pre-Disaster Mitigation plans for Oxford, Watertown, and Woodbury. The next step will be for the public to review the revised draft plans. A public meeting has been scheduled for October 3rd in Oxford. Public meetings in the other municipalities will be scheduled soon. Congresswoman Rosa DeLauro's office has stated that the funding is available for Cheshire, Prospect, Waterbury, and Wolcott. COGCNV has not yet received written confirmation.
Council of Governments of the Central Naugatuck Valley
60 North Main Street – 3rd Floor
COGCNV Office Conference Room
Friday, September 9, 2005, 9:00 A.M.
(Wachovia Bank Building – North Lobby)
Waterbury, CT

COGCNV Members: Karen Wilson, Alternate, Beacon Falls; Michael Milone, Town Manager, Cheshire; Joseph Salvini, Alternate, Middlebury; Ron SanAngelo, Mayor, Naugatuck; Mark A.R. Cooper, First Selectman, Southbury; Meredith Robson, Town Manager, Watertown; Thomas Dunn, Mayor, Wolcott; Richard Crane, First Selectman, Woodbury.

Other Attendees: Joseph A. Zdonczyk, Wolcott; Lynda Cicchillo, Waterbury; Mike Belden, United Way; Lori Mathieu, Department of Public Health; Grayson Wright, ConnDOT; Kristen Bulkovitch, CEO, United Way of Greater Waterbury; Paul O’Sullivan, Congresswoman Nancy Johnson’s Office.

Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Samuel Gold, Regional Planner.

1. Pledge of Allegiance, Roll Call, Introductions, Public Comment

Mark Cooper called the meeting to order at 9:04 A.M. Peter Dorpalen called the roll and introduced guests; and the pledge of allegiance was recited.

Under public comment:

Joseph A. Zdonczyk of Wolcott addressed COGCNV to ask for help in a region-wide response to the Hurricane Katrina disaster. Mr. Zdonczyk was looking for towns to help coordinate housing for evacuees from the Gulf Coast. Mark Cooper noted the directive from the State that assistance must be coordinated through DEMHS.

Lynda Cicchillo of Waterbury addressed COGCNV to state her problems with the Route 12 Hill Street bus. Mrs. Cicchillo, lives across from the bus layover point at the corner of White St. and Cook St. She said that bus drivers have been looking into her windows, speeding, driving on her yard, talking on their cell phones, and blocking her in her driveway. She was referred to Regional Planner Sam Gold for further discussion and follow-up.

2. Administrative Items

a. Minutes of June 10, 2005, COGCNV Meeting — On a motion by Richard Crane, seconded by Joe Salvini, it was unanimously

VOTED: To approve the minutes of the June 10, 2005 COGCNV meeting.

b. Financial Report — Peter reported that, as of August 31, 2005, COG was 16.8% through the fiscal year and had expended 15.2% of the $626,791 operating budget. Of the total budgeted amount which includes pass-through funds, 6% of the $1,829,121 budget had been expended. The STIF account totaled $10,731. The Webster Checking account was $8,983. The STIF reserve fund had a balance of $138,625. This year's audit cost $9,200 rather than $8,400, an increase of $800. The
8. Regional Business

There was no discussion under regional business.

9. Other

a. FY2004 Homeland Security Grant Program Authorization — On a motion by Richard Crane, seconded by Thomas Dunn, it was unanimously

VOTED: That the Executive Director, Peter Dorpalen, is empowered and authorized to act on the behalf of the Council of Governments of the Central Naugatuck Valley in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2004 State Homeland Security Grant Program.

b. FY2005 Homeland Security Grant Program Authorization — Virginia reported that starting in fiscal year 2005, the regions will no longer be directly receiving a sum of money, but will be distributed in a first come first served basis. Rather, the money will be distributed to five regions of the state and coordination and cooperation within the region will have to work together with the money. On a motion by Richard Crane, seconded by Meredith Robson, it was unanimously

VOTED: That the Executive Director, Peter Dorpalen, is empowered and authorized to act on the behalf of the Council of Governments of the Central Naugatuck Valley in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2005 State Homeland Security Grant Program.

Agenda Addition — On a motion by Richard Crane, seconded by Michael Milone, it was unanimously

VOTED: To add Continued Participation with DEMHS to the agenda.

c. Continued Participation with DEMHS — On a motion by Richard Crane, seconded by Meredith Robson, it was unanimously

VOTED: To continue COGCNV’s participation with DEMHS.

d. Pre-Disaster Mitigation Planning — Virginia Mason reported that Delta Engineering is finishing pre-disaster mitigation plans for Oxford, Woodbury, and Watertown. U.S. Rep. Rosa DeLauro’s office contacted us, but we have not received written notification from FEMA about a grant for Cheshire, Prospect, Waterbury, and Wolcott. Once COG receives written notification, staff will start working to select a consultant.
MINUTES

Regional Planning Commission
of the Council of Governments of the Central Naugatuck Valley
COGCNV Conference Room
60 North Main Street – 3rd Floor
Waterbury, CT
Tuesday, January 10, 2006, 7:00 P.M.

Attendance: Ellen Samoska and Maria Hill, Bethlehem; Martin Cobern, Cheshire; Thomas Gormley, Middlebury; Gil Graveline, Prospect; Harmon Andrews, Southbury; Robert Flanagan, Thomaston; James Sequin, Waterbury; Mary Barton, Watertown; Linda Fercodini, Wolcott. Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Samuel Gold, Regional Planner.

1. Roll Call, Introductions

Bob Flanagan called the meeting to order at 7:00 P.M. Those present introduced themselves and recited the pledge of allegiance. There was no public comment.

2. Administrative Items

a. Approval of November 1, 2005, Minutes — On a motion by Mary Barton, seconded by Maria Hill, it was unanimously

VOTED: To approve the minutes of the November 1, 2005 meeting.

b. Correspondence — Peter Dorpalen summarized recent COGCNV correspondence

November 1, 2005 Letter to Nancy Van Norden welcoming her to the RPC as a representative from the Southbury Planning Commission.

November 4, 2005 Email from Bob Flanagan to Virginia Mason and Glenda Prentiss complementing staff on maps and assistance on Thomaston’s Plan of Conservation and Development.


November 18, 2005 Letter to Naugatuck notifying them that ConnDOT select the Borough’s previously submitted Transportation Enhancement project, the Naugatuck River Pedestrian and Bicycle Greenway, for funding.
November 18, 2005  Letter to Beacon Falls notifying them that ConnDOT
selected the town's previously submitted Transportation
Enhancement project, the Beacon Falls downtown plan, for
funding.

December 2, 2005  Letters to Cheshire and Waterbury notifying them that none
of the three local road accident reduction projects were
recommended for funding this year.

December 5, 2005  Letter to Watertown Planning with comments from staff on
the draft Watertown Plan of Conservation and
Development.

3. Regional Emergency Planning

a. Regional emergency plan — Virginia Mason provided an update on regional
emergency planning initiatives which began in FY 2003. There are currently four
major programs which are overseen by a regional emergency planning committee
(EPC) consisting of first responders.

The region will be using $20,000 in grant funding to hire a consultant to develop a
regional emergency response plan to coordinate and complement local municipal
emergency plans. The firm Woodward & Curtin has been recommended as the
consultant. The regional plan will be utilized by first responders during a tabletop
exercise being planned for September. The regional plan will be one of five
regional plans developed statewide. COGCNV is within the Northwestern
emergency planning area.

COGCNV has also worked to create CERTs, Community Emergency Response
Teams, for Wolcott, Naugatuck, Middlebury, Thomaston, and Woodbury. Funds
are provided for training in areas such as creating a shelter, managing traffic, and
administering CPR. Other towns are eligible to create their own CERT teams.
COGCNV hopes to organize a regional exercise during the spring.

b. Disaster Mitigation Planning — Virginia Mason reported that COGCNV has been
working with Oxford, Middlebury, and Waterbury to develop a disaster mitigation plan
which will include non-terrorism related hazards and risks such as dams and wetlands.
Town officials and COGCNV staff have met with consultants to develop lists and
mapping of potential hazards. This information will be used to apply for future FEMA
funding programs. Towns will be responsible for updating the data every five years and
for approving the list and maps with the appropriate town council. FY 2005 funding is
available to develop disaster mitigation plans for Cheshire, Wolcott, Waterbury, and
Prospect. The remaining towns have sent letters to COGCNV expressing a desire to
participate in the program.
Council of Governments of the Central Naugatuck Valley
Friday, January 13, 2006, 12:00 noon
Carole Peck's Good News Café
694 Main Street South
Woodbury, Connecticut

COGCNV Members: Susan Cable, First Selectman, and Karen Wilson, Alternate, Beacon Falls; Leo Bulvanoski, First Selectman, Bethlehem; Joseph Salvini, Alternate, Middlebury; Ron SanAngelo, Mayor, and Tamath Rossi, Alternate, Naugatuck; Robert Chatfield, Mayor, Prospect; Mark A.R. Cooper, First Selectman, Southbury; Maura Martin, First Selectman, Thomaston; Meredith Robson, Town Manager, Watertown; Thomas Dann, Mayor, Wolcott; Richard Crane, First Selectman, Woodbury
Other Attendees: Shane Lockwood and Neil Lustig, Pomperaug Health District; Ken Hanks, Naugatuck Deputy Fire Chief; Joe Marino and Dr. Albert Geetler, CT Department of Public Health; Dr. Marc Taylor, Pomperaug River Watershed Coalition; Dr. Yvonne Smith-Isaac, GWTD;
Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Samuel Gold, Regional Planner; Glenda Prentiss, GIS Coordinator, Jeffrey Corrier, GIS Planning Assistant, Patricia Bauer, Financial Manager; and Selma Alves, Secretary.

1. Pledge of Allegiance, Roll Call, Introductions, Public Comment
At 12:10 pm, Chairman Mark Cooper called the meeting to order and those present recited the pledge of allegiance. Peter Dorpalen called the roll and introduced guests and the region's new first selectmen. There was no public comment.

2. Administrative Items
   a. Minutes of November 10, 2005, COGCNV Meeting — On a motion by Richard Crane, seconded by Joseph Salvini, it was unanimously

      VOTED: To approve the minutes of the November 10, 2005 COGCNV Meeting.

   b. Financial Report — Peter Dorpalen reported as of December 31st, 50% through the fiscal year, 43% of the operating budget had been spent (17% of the total budget of $1.8 million including pass-through funds). STIF account had a balance of $51,000, Webster Checking had a balance of $11,800, and the reserve fund had a balance of $170,000. Peter stated that two items in the budget needed to be revised. First, the audit line in the budget needs to be raised $600 because COG now meets the threshold for a state single audit. Second, the retirement line item needs to rise $3500 because all full time employees are now enrolled in the pension plan.

      On a motion by Robert Chatfield, seconded by Meredith Robson, it was unanimously

      VOTED: To approve the December 2005 financial report including the amendments to the budget to increase the audit line item by $600 and pension line item by $3,500 and decreasing contingency by $4,100.

   c. Proposed FY2006-07 Dues — Peter Dorpalen recommended a 3% increase overall in COGCNV dues. The rate will be 42.7q per capita and town dues will be calculated based on 2004 U.S. Census estimates. The rise will cover rent and cost of living increases.

      On a motion by Robert Chatfield, seconded by Tamath Rossi, it was unanimously
of Distribution (POD) exercise will take place. In the event of a real emergency, medicine and vaccines would be distributed to the public at such a POD. Late last summer the Pomperaug Health District volunteered to be one of the test sites for the exercise scheduled on Wednesday, April 19th at Pomperaug High School. A POD drill will take place and the distribution of medicines to 500 to 1,000 people will be replicated. If this were a real event, the medicines would be flown into Bradley Airport from the Strategic Stockpile and then driven to the POD site for distribution. The Pomperaug District Department of Health will need many volunteers including: doctors, nurses, pharmacists, physician assistants and lay people. They will also be working with town emergency services. The drill will be for four hours and they are currently recruiting volunteers to run the POD and be patients.

Joe Marino, of the Bioterrorism Response Unit of the Connecticut Department of Public Health (DPH), addressed the COG. His office works to mitigate the adverse events that affect the health and safety of the state. He also oversees the delivery of medicines and vaccines in Connecticut from the Strategic National Stockpile. After a public health threat is identified, the Governor will ask the Centers for Disease Control (CDC) for supplies from the Strategic National Stockpile. These supplies will be delivered by plane or truck to select locations in the state and then distributed to the effected towns. The upcoming POD drill in Litchfield will be an exercise of such an event.

Dr. Albert Geetter, Section Chief of Preparedness and Medical Director for Bioterrorism of the DPH, reported that the state is divided into 42 mass dispensing areas. The 42 areas are based on population multiples of 50,000 people. This will facilitate prophylaxis dispensing to the entire state population within 24 hours. DPH has been planning the state’s POD drills for seven or eight months and there are about four or five months before all the drills are completed. DPH has been coordinating this drill with the CDC, local health districts, towns, and hospitals. The POD drill in April will involve approximately 1,000 professionals and approximately 2,000 patients. This drill will also deal with handling patients with language barriers, behavior problems, and other issues. Afterwards there will be an after-action report to assess the drills efficacy. Emergency responders who volunteer for this drill will be eligible for a reimbursement of $200 for a full day and $100 for a half day.

Shane Lockwood also mentioned that he has been distributing volunteer forms to the region’s health districts and emergency response services.

4. Regional Emergency Planning
   a. *Regional Emergency Plan* — Ken Hanks reported that the CNV Emergency Planning Committee has made recommendations for a consultant to work on the creation of a coordinated regional emergency operation plan. A RFP was put out and three companies were interviewed. The top proposal was from Woodward and Curran, who seem enthusiastic and would make best use of $20,000 budget. On a motion by Ron SanAngelo, seconded by Robert Chatfield, it was unanimously

   VOTED: To authorize Chairman Mark Cooper to enter into an agreement with Woodward and Curran for a Regional Emergency Plan for the CNVR for an amount not to exceed $20,000.

b. *Pre-Disaster Mitigation Planning Authorization FY05* — Virginia Mason exhibited a pre-disaster mitigation map of Woodbury that is currently being reviewed by the town. COGCNV received a grant from CT DEP for $101,000 to create such maps for Waterbury, Cheshire, Wolcott and Prospect. On a motion by Robert Chatfield, seconded by Thomas Dunn, it was unanimously
VOTED: To authorize Chairman Mark Cooper to enter into an agreement with CT DEP for pre-disaster mitigation funding for Waterbury, Cheshire, Wolcott and Prospect for an amount not to exceed $101,000.

c. Pre-Disaster Mitigation Planning Application Endorsement FY06 — Virginia Mason reported that the application for pre-disaster mitigation planning grant for the towns of Thomaston, Middlebury, Bethlehem, Naugatuck, Southbury, and Beacon Falls. COG is requesting $95,000 and the application is due out on Tuesday, January 17. On a motion by Meredith Robson, seconded by Karen Wilson, it was unanimously

VOTED: To authorized COGCVN to apply for a grant of $95,000 from DEP for pre-disaster mitigation planning for the towns of Thomaston, Middlebury, Bethlehem, Naugatuck, Southbury, and Beacon Falls.

d. CNVR Emergency Management Contact Information — Virginia Mason reported that in response to Mayor SanAngelo’s request last COG meeting, a contact list of all the region’s chief elected officials and town managers was created. This list is on page 4d of the meeting packet.

e. District Five Emergency Response Planning Event — Virginia Mason reported that there will be an emergency response planning event in Litchfield for the 41 town region of northwestern Connecticut. Virginia suggested the Ken Hanks and Adam Rinko be sent as our region’s representatives with Shane Lockwood as alternate. On a motion by Richard Crane, seconded by Robert Chatfield, it was unanimously

VOTED: To appointed Ken Hanks and Adam Rinko as CNVR representatives with Shane Lockwood as alternate to the District Five Emergency Response Planning Event in Litchfield.

5. Transportation

a. Municipal Grant Program for Elderly and Disabled Transportation Services — Mike Flood reported that $5,000,000 has been made available to Connecticut towns for the Municipal Grant Program for Elderly and Disabled Transportation Services. The amount of money allocated for each town was based on the town’s land area and its 60 and older population. These two factors were considered equally in the formula. A 50% match is required for the program, but this match can be fulfilled with existing spending on elderly and disabled transportation. This grant can be funded through the transit district, regional planning organization, or by a town on its own. Dr. Yvonne Smith-Isaac, chair of the Greater Waterbury Transit District, has organized the district’s eight towns for application and distribution of the money together. The grant money will fund expanded Transit District services. Mike Flood has met with representatives from the five towns that are not part of the transit district, and coordination among these towns is being attempted.

b. FTA 5310 minibus Application Reminder — Virginia Mason reported that towns wishing to apply for the FTA 5310 minibus grant start the public hearing and notification process since the application is due January 24th.

c. GWTD Annual Dues — Mike Flood reported that the Greater Waterbury Transit District has a proposed budget for fiscal year 2006 - 2007. Total administrative costs