

**Date:** September 25, 2024  
**Subject:** South Kingstown Hazard Mitigation Plan  
Committee Meeting #1  
**Location:** Teams

**Attendance:** James Manni Town Manager (also EMD??)  
James Rabbitt Director of Planning  
Jay Parker Deputy Director of Planning  
Craig Stanley Chief, EMS  
Matthew Moynihan Chief, Police  
Alfred E Bucco Major, Police  
Lance Whaley Communications Superintendent  
Brian Mahoney Maintenance Director  
Theresa Murphy Director of Leisure Services  
James Gorman Building & Zoning Official  
Joshua Brother Code Enforcement Officer  
Steve Pinch Chief, Union Fire District  
Tom Reed Chief, Kingston Fire District  
Mark Conboy Town Engineer  
Richard Bourbonnais Director of Public Services  
Mark Russo Building Superintendent  
Michael Stach Natural Resources Officer/Harbor Master  
Susan DiMasi Senior Services Director  
Brett Whaley Water Superintendent  
Kathy Perez Wastewater Superintendent  
Scott Brown Highway Superintendent  
Laura Lee Costello Executive Director, South Kingstown Housing Authority  
Emily Slotnick, BETA Project Manager

## SUMMARY OF MEETING

1. Introductions
2. Emily Slotnick from BETA Group (ES) shared a brief presentation outlining the purpose of a hazard mitigation plan (HMP) and the process for plan update. BETA will seek info from the committee on major developments, natural hazards and impacts, changes, capabilities and risk, and more.
3. Discuss file sharing preferences – Town can use an FTP site if needed. ES to follow up with Jamie.
4. ES will share an overview of future meeting agendas and schedule with the committee
5. Review Public Outreach Plan
  - a. FEMA requires concerted efforts to engage local businesses, non-profit organizations, and socially vulnerable populations into the planning process.
    - i. Jamie will send ES contact info for Chamber of Commerce, and Wakefield Business Association.

- ii. Land trust is biggest non-profit, other than the hospital. Town Planning Department to provide ES with contact info.
    - iii. There are a few housing and social services agencies. Town Planning Department to provide ES with contact info.
    - iv. Biggest non-profit is the hospital. Facilities manager is also building and grounds. Town Planning Department will reach out to contact to invite them to join the HMP committee.
    - v. Planning Department to invite RIEMA to every meeting
    - vi. Other community or faith groups?
  - b. Local HMP webpage setup – BETA to provide draft text to Town for webpage, press releases, newsletters, etc.
    - i. HMP update page will live on the Planning Department webpage, and notifications can be pushed through the main page via Town Manager’s office. TM office can do news flashes and coordinate to get them posted on main page.
  - c. BETA will distribute draft language for public outreach after HMC Meeting #1
  - d. Town Manager and School department have active Facebook and/or Instagram pages. So do both fire districts.
  - e. Community survey – BETA to draft up and send to committee for feedback.
    - i. Will be based off of the previous plan’s community survey, unless the committee wants to make changes. Use BETA’s survey monkey account
    - ii. Hard copies should go to parks and rec at main facility off of Columbia, public library, and town hall.
6. FEMA INFORMATION SHARING ACCESS AGREEMENT (ISAA) request – Town Planner may be receiving an email in the next few weeks from FEMA or a FEMA subconsultant ARM requesting signatures on an ISAA request to collect NFIP info - active policies, claims/losses, and repetitive loss) for the purpose of determining risk and vulnerability for each of the communities.
7. Hazards of Concern: Discussion of hazards in the plan, and how to make the end product more accessible for users: see table on next page.
  - a. Jamie suggests keeping marine and land-based chemical hazards as separate chapters.
  - b. Rich Bourbonnais asked if debris management plan is part of this discussion. SK has a plan prepared by VHB for all of southern RI, but they never finalized it. DEM approved an area for the use of debris management in SK but plan itself was never formally approved.
8. BETA Data Needs:
  - a. Developments that have occurred in past 5 years and are approved to be built, in GIS file if possible. (Worksheet #1 asks for this info, but easier to get it digitally.)
  - b. Any updates to critical facilities – changes in emergency shelter locations, schools, municipal facilities, bridges, etc.
  - c. ES to reach out to Carol Baker in Planning Department about GIS files and capabilities.
9. Next Steps

- a. Town to schedule HMC Meeting #2
- b. Town to sign ISAA request
- c. Committee Member Homework:
  - i. Complete Worksheet 1. New Development, please return to Emily by **October 4**
  - ii. Review Critical Facilities List, please provide edits and other input to Emily by **October 4**
  - iii. Review draft survey, coming soon

### SKHMP 2025 Hazards of Concern

Natural Hazards Identified by the State	Identified by the 2019 SKHMP	Notes	New (Recommended HOC)
Tropical/Extratropical Storms	Hurricanes (Tropical Cyclones)	see note	
	Nor'easters	see note	
Flood	Flooding (Coastal)	recommend following state plan and renaming Tropical and Extra Tropical Storms to include Tropical Depression, Tropical Storm, Hurricane, and Nor'Easter	Tropical and Extra Tropical Storms
	Flooding (Ground Saturation)	see note	
	Flooding (Riverine)	see note	
	Coastal Erosion	recommend following state plan, which discusses coastal erosion as an additional impact discussed in several hazards, but not as an independent hazard and is discussed in various hazard profiles (sea level rise, hurricanes, nor'easters, as an additional impact.	
Severe Thunderstorms	High Winds	recommend following state plan and combine hail, lightning, and high and thunderstorm winds to one hazard – Severe Thunderstorms	Severe Thunderstorms
Severe Winter Weather	Snow Storm	recommend following state plan and combining snow storm and ice storm under Severe Winter Weather	Severe Winter Weather
thunderstorm winds	Ice Storm	see note	
Extreme Temperatures	Extreme Temperatures		Extreme Temperatures
Sea Level Rise	Sea Level Rise		Sea Level Rise
Wildfire	Brushfire	recommend following state plan and renamed with greater focus on wildfires - Wildfire	Wildfire
Drought	Drought		Drought
Dam Failure	Dam Failure		Dam Failure
Earthquake	Earthquake		Earthquake
	Hail	see note	
	Lightning/Thunderstorms	see note	
Tornado	Tornadoes		Tornadoes

Natural Hazards Identified by the State	Identified by the 2019 SKHMP	Notes	New (Recommended HOC)
Hazardous Materials Incident	Rail Hazards	recommend following state plan and combine onshore and marine releases to be one hazard - Hazardous Materials Incident	Hazardous Materials Incident – maybe keep marine and onshore hazards separate.
	Marine Hazardous Materials Release	see note	
	Hazardous Materials Release Onshore	see note	
	Groundwater and Soil Contamination	see note	
<p>As in the 2019 SHMP, the coastal erosion hazard is considered under multiple causal hazards such as flood and sea level rise. Based on discussion with the SIHMC, a lack of identified risk or history, and/or geographic improbability, the FEMA identified hazards avalanche, landslide, and volcanic activity were not included in the scope of this plan.</p>			

MILESTONE or ACTIVITY	TIMELINE	AGENDA	MATERIALS
<b>Meeting 1 HMP Committee (HMC)</b>	September 25, 2024	<ul style="list-style-type: none"> <li>– Review HMP Process</li> <li>– Review Committee roles</li> <li>– Review 2019 Hazards of Concern</li> <li>– Discuss Public Outreach Plan</li> </ul>	<ul style="list-style-type: none"> <li>– Introductory PPT</li> <li>– Worksheet 1 New Development</li> <li>– Public Outreach Language</li> </ul>
<b>Completed Worksheet 1, review of Critical Facilities, review of public survey to BETA</b>	2 weeks after receipt	N/A	
<b>Release Public Survey</b>	Early November 24	-	<ul style="list-style-type: none"> <li>– Hazard mitigation public survey to poll community</li> </ul>
<b>Meeting 2 HMP Committee (HMC)</b>	Mid-November 24	<ul style="list-style-type: none"> <li>– Introduce Worksheets #2 Events and Losses; #3 NFIP Floodplain Administrator; and #4 Capabilities Assessment</li> <li>– Review and amend 2019 Mitigation Goals</li> <li>– Discuss Public Meeting schedule and agenda</li> </ul>	<ul style="list-style-type: none"> <li>– Worksheets 2, 3, 4</li> <li>– 2019 Mitigation Goals</li> </ul>
<b>Completed Worksheets 2, 3, and 4 due to BETA</b>	2 weeks after receipt	N/A	-
<b>Public Workshop (In-Person)</b>	Early-Mid-December 2024 or January 2025	<ul style="list-style-type: none"> <li>– Review HMP Process</li> <li>– Discuss vulnerable areas</li> <li>– Discuss potential actions/community needs</li> </ul>	<ul style="list-style-type: none"> <li>– Public workshop</li> <li>– Presentation with results of risk assessment and past actions status</li> </ul>
<b>Meeting 3 HMC</b>	Mid-December 2024	<ul style="list-style-type: none"> <li>– Complete Worksheet 4, Mitigation Action Review</li> <li>– Develop 2025 Mitigation Strategy</li> </ul>	<ul style="list-style-type: none"> <li>– 2025 Mitigation Action Worksheet</li> </ul>
<b>HMC Review any additional actions due</b>	2 weeks after receipt	-	-
<b>Meeting 4 HMC</b>	Late January 2025	<ul style="list-style-type: none"> <li>– Develop Next Steps for the Plan</li> <li>– Complete 2024 Mitigation Action Priority</li> </ul>	<ul style="list-style-type: none"> <li>– Mitigation Action Priority Worksheet</li> </ul>
<b>First Draft from BETA for HMPC review</b>	February 2025	-	-
<b>HMC Review Comments on Draft due</b>	2 weeks after receipt	-	-
<b>Post Draft Plan for public comment</b>	March - April 2025 – 30 days	-	-
<b>1<sup>st</sup> Submission to RIEMA and FEMA</b>	May-June 2025	-	-
<b>Public Presentation of Draft Plan</b>	May-June 2025 – during FEMA process	<ul style="list-style-type: none"> <li>– Present Final Draft to Select Board and public</li> </ul>	<ul style="list-style-type: none"> <li>– PDF 2025 Mitigation Strategy</li> <li>– PPT</li> </ul>



# HMP Summary of Meeting