

## MINUTES

### NEW HAMPSHIRE COASTAL RISKS AND HAZARDS COMMISSION (RSA 483-E)

**FRIDAY, September 25, 2015**

**9:00 AM – 11:30 PM**

NHDES Portsmouth Regional Office  
Pease International Tradeport  
222 International Drive, Suite 175  
Portsmouth, NH 03801 (603) 559-1500

Please Initial	Name	Representation
	Arcieri, William	Town of Newmarket
X	Bird, Steve	City of Dover
	Borden, Rep. David	Town of New Castle
	Bowman, Peter	NH DRED -Division of Forests and Lands - Alternate
	Caron, David	NH Municipal Association
	Carroll, Patrick	Town of Rollinsford
	Cormier, Robert	Homebuilders and Remodelers Association of NH
X	Couture, Steve	NH Department of Environmental Services - Alternate
X	Cushing, Rep. Renny	Representative – District 21
X	Feighner, Edna	NH Division of Historical Resources
X	Fitzgerald, Brian	Town of Rye - Alternate
X	<del>Gilbert, Jennifer</del> Kellie Walsh	NH Office of Energy and Planning
X	Godlewski, Sherry	NH Department of Environmental Services
	Hawkins, Donald	Town of Seabrook
	Houle, James	Town of Durham
	Huber, Richard	Town of Exeter - Alternate
X	Kinner, Peter	Town of Greenland
	Kipp, Jonathan	NH Public Risk Management Exchange (Primex)
	Kroner, Shep	Town of North Hampton
	Kupper, Theodore	NH DAS - Bureau of Public Works Design & Construction
X	Melanson, Paul	Town of Hampton Falls
X	Miller, Steven	City of Portsmouth
X	Morgan, Thomas	Town of Newington
	Muns, Chris	Former Representative – District 21
	Nyhan, Kevin	NH DOT Bureau of Environment
	O’Sullivan, Michael	Town of Madbury
	Pennock, Jonathan	UNH Marine Program & NH Sea Grant Program
X	Pimental, Kyle	Strafford Regional Planning Commission
X	Rice, Rep. Frederick	Representative – District 21
X	Rice, John	Seacoast Board of Realtors
	Riley, Cory	NH Fish & Game, Great Bay NERR
X	Ryan, Mary Kate	NH Division of Historical Resources - Alternate
	Scholz, Ann	NH DOT Bureau of Environment - Alternate

X	Sinnott, Cliff (Chairman)	Rockingham Planning Commission
	Stanwood, Sabrina	NH DRED -Division of Forests and Lands
X	Stephenson, Roger (late)	Town of Stratham
X	Stiles, Sen. Nancy	Senator, District 24
	Wake, Cameron	UNH
	Watters, Sen. David	Senator, District 4
X	Winslow, Phil	Town of Rye
	Wolek, Gail	NH DRED – Division of Parks and Recreation
	Wood, Rep. David	Town of Hampton

Others present: Kirsten Howard, Julie LaBranche

## DRAFT MINUTES

1. Welcome/Introductions [5 min]
  - Cliff called the meeting to order at 9:05am
  - Resignation of Dr. Paul Kirshen
    - UNH still has approvals before Dr. Wake is officially appointed to the Commission.
  
2. Approval of Draft Minutes from meeting of July 17, 2015 [5 min]

**MOTION TO APPROVE** *[Minutes Attached]*

  - Phil Winslow—motion to approve minutes with correction on name.
  - Abstaining: Kyle Pimental, Sherry Godlewski, Representative Rice
  - Minutes approved with correction.
  
3. Review of CRHC Timeline – *Cliff Sinnott, CHRC Chair* [10 min]
  - Cliff presented a slide to show the Commission timeline
  - Municipal focus groups are being planned for November or December 2015
  - Late Jan/early Feb 2016 legislative committees, lunch for legislators
  - February 2016 Draft report with recommendations released for comment

### Discussion

Cliff: Should we add a meeting for state agencies to review?

Steve C: DES representatives will take care of internal review

Cliff: HSEM isn't on the Commission so should include them

Sherry: DHHS is not on the Commission, should include

Steve M: I will make note that F&G should conduct its own internal review

Cliff: Let's operate with the expectation that agencies will cover their own reviews and we'll reach out to other agencies.

Mary Kate: In later months where there is outreach, it would be helpful to brief the Commissioners at some point.

Sherry: Commissioner's roundtable would be easy to present at.

4. Report Drafting Work Group – *Kirsten Howard, NHCP* [90 min]

*[Revised Draft Report & Recommendations sections will be sent to you from Kirsten Howard on Wednesday].*

  - Review & Comments on Working Draft Narrative Report - *Sherry Godlewski, NHDES*

- Cliff: this is a check in on the report, there is plenty of time in the timeline to complete the gaps—we just want to make sure at this point that the drafts are on the right track
- Sherry outlined draft report

#### Discussion

- Phil: page 8, application of findings below chart—determine time period over which the system is designed—is this infrastructure?
- Sherry: Yes. We should look at that word for clarification.
- Steve: Helpful to cite the geographic area that's covered on the tables.
- Cliff: Good point. We'll add that. Under section 8.1 there is a note but we'll make that more clear.
- Edna: Could include a placeholder for DHR Sandy grant in Appendix E
- Cliff: Should we include in 7.2 a brief summary of state agency activities? Then refer to appendix page where more information is involved. Also, Kevin Knutti from Army Corp—standard expired in 2011. They do have a replacement circular.
- Tom Morgan: Well done.
- Representative Rice: Congratulations to the report writing group.
- Kyle: I like the idea of a call out box success story and photos

#### Graphic design support available

- Kirsten described the contracting opportunity to get graphic layout and design for the report.
- Tom: Move to make a motion to accept funds to provide graphic layout and design.
- Representative Rice: Second
- No opposition. Motion passed.

#### Photos:

- Senator Stiles: I have several storm photos, if anyone wants them.
- Sherry: Absolutely. Everyone please provide photos!
- Mary Kate: we have photos from an application that we can provide. From our Final Report.

#### Other data sources:

- Representative Rice: There's an economic analysis of Rockingham County: SEDS analysis with maps that gave a graphic representation of what they were showing. We should have some centerfold maps that show the details. Some call out boxes that tell the stories. Delineate the info in a graphic manner.
- Cliff: We will likely include inundation maps for both coastal and inland communities. It depends on how the map can be presented. We can work on that. It is critical that we show that.
- Representative Rice: Quite often people will zero in on the graphics. It's an important anchor.

#### Other comments

- Edna: General comment on how this is written: we need to spell out the acronyms. Pages 5 and 6. Consistency with acronyms—define them initially in the text.
- Kyle: Section 7.2, break up the state agencies—almost looks like HSEM is responsible for all the activities. Start with Climate Action Plan.
- Julie: state the thought behind the organization at the beginning of Section 8. 4 asset class sections are organized in line with the way the recommendations are organized. Should make sure the data is the same from the RPCs.
- Cliff: Thanks to the report writing group.

- Kirsten: Perhaps include a section about the role the Regional Planning Commissions play in adaptation planning in the state agency section.
- Cliff: Perhaps include a table about town activities as well.
- Review & Comments on Recommendations – *Julie LaBranche, RPC*
  - Cliff: This is a compilation of recommendations distilled from the working group
  - Julie: We pared down the recommendations—the actions are in your email. Goal 1 is about research needs. Goal 2 and 3 are paired side by side with one general section and four sections focused on asset classes. Goal 4 focuses on legislative action.

#### Audiences and outreach

- Tom: It's helpful to identify the parties that are expected to carry out these recommendations.
- Julie: We still have the great big master spreadsheet with those details. Will be included as an appendix.
- Cliff: Under 2.2—to some extent we will be speaking to that in the report—some statutes that may need to be changed will be part of the recommendations of the report. Perhaps include “a further analysis” or “more in depth analysis”
- Steve Couture: We don't have all that much analysis to put in the report.
- Rep. Rice: I think we should try to condense this further. When the legislature and municipalities look at this, they will look for what applies to them. I'd rather see three pages of really precise stuff rather than 6 pages that try to cover everything.
- Roger: Appreciate that comment. There are no fewer than 8 or 10 committees of jurisdiction within the legislature.
- Senator Stiles: Let's put out an invitation to committees to have report given to them.
- Steve Couture: we anticipate having 2-pagers that summarize for municipalities, legislators, and other audiences. Give you a product as a legislator so you don't have to look through the report. Try to make it as easy for the end users to get the information that they need without having to look for it.
- Cliff: Same dilemma applied to the Climate Action Plan. It's such an encompassing thing—it had many recommendations and actions. The way it was handled there, they had an executive summary of the recommendations—high level, prioritized. You could dig down and find more specific recommendations and actions.
- Sherry: In the Climate Action Plan there were more recommendations than there are in this document.
- Representative Cushing: Transmittals could be specific to Committees, write several
- Steve Bird: Why was 2019 chosen for recommendation 3.2?
  - Steve Couture: Same timeframe as New York and the NH state agencies came up with that timeframe.
  - Kyle: I think there should be one comment/footnote that explains the decision behind the timeframe. 2019 is only for one recommendation.
- Julie: Goal 4 is mostly repeated. We really only have 13 main recommendations and 21 sector specific ones.
- Mary Kate: Could we rearrange Goal 4 and include it at the beginning after Goal 1? Then the big policy recommendations would pop up front.
  - Julie: Yes we could do that. Also 2.2 should be moved up to align with 3.2
- Tom: encourage rather than require?
  - Edna: noticed something similar. We should require the state agencies to do most of the things rather than encourage. I believe that state agencies should be required to do response and recovery plans.

- Representative Cushing: State could require towns to do something if it's tied to funding.
- Representative Rice: As soon as you include a date—it won't get done until that date. Encourage increased use of...would be better. Use qualifiers.
- Cliff: require state agencies to do it and create a plan to do it, but who do they submit that plan to?
- Roger: a recommendation to require someone to do it is still just a recommendation—don't need to create additional bureaucracy
  - i. Sherry: in parallel, federal initiatives going on will require state agencies to do more of this
  - ii. Steve Couture: built in mechanisms for state agencies through federal government
  - iii. Senator Stiles: let's encourage municipalities
- Tom: Is there an incentive to motivate them?
  - Could add to action—consider possible incentives to make this easier on communities.
- Cushing: let's try to separate all mention of state and municipalities in same sentence. Separate 3.3 into two recommendations
  - Julie: states will develop, municipalities are encouraged with action to incent plans.
- Kyle: Can we extend the deadline for recommendations and report both to October 9?
  - Kirsten: Sure. New deadline: October 9 for both documents.
- Julie: report could reference the Vermont Law School review of state statute and case law that allows communities to use projected conditions. Found that it is enabled and can be done in the state. Should include Vermont Law School work in Commission report.
  - Cushing: 4.1 require incorporation?
  - Cliff: 4.2 should change wording to “within the state”
    - i. Kyle: I read that a little differently. NH could be seen as a model as well. It is a value of implementing these recommendations.
- Cushing: are there programs that we could expand to require municipalities to do some of these things?
  - Cliff: DHHS, hazard mitigation plan requirements
  - Cushing: We should possibly focus on those opportunities.
  - Tom: Another place would be legislation that requires master plans.
  - Cliff: FEMA is now requiring state DHHS agencies to incorporate climate change related components in statewide plans.
  - Cushing: Would FEMA have funding to help?
  - Cliff: Probably not additional funding—they make plan update funds available.
  - Steve Miller: We already have several municipalities that have already done that. Takes the bite out of it. We have a good support network that does this.
- Rep. Rice: let's lead with storm surge and follow with flooding or sea-level rise
- Edna: add funding component/mandate to Cultural and Historic resources section, mirrored from recreational recommendation.
- Tom: lacking private infrastructure—tanks along Piscataqua River where we get oil
  - Roger: limited by how we can influence private industry
  - Kirsten: can add to list of actions related to vulnerability assessment on the Port
- Next Steps;
  - Deadlines for Commissioner member comments – *Kirsten Howard, NHDES*

- i. Deadline for comments on these versions is Friday, October 9.
- ii. Send all comments to Kirsten ([kirsten.howard@des.nh.gov](mailto:kirsten.howard@des.nh.gov))
- iii. Suggest written comments on the extended version of recommendations with actions included.

5. Update on planning and timing for Municipal Focus Groups [10 min] – *Sherry Godlewski/Steve Miller, NHCAW*

Four focus/discussion groups:

- Inland paid staff
  - Inland volunteers
  - Coastal paid staff
  - Coastal volunteers
- No longer than 2 hours. Notetakers in rooms.
  - Invite folks on Tides to Storms contact list. We need input on the types of questions to focus on and how to obtain input.
  - What are the most important things we need to focus on and draw out of participants?

Discussion

- Rep. Rice: Would there be one meeting in a central place for inland and coastal?
  - Steve Miller: yes but two meetings for inland and coastal.
  - Edna: because we haven't been involved in the Tides to Storms project—remind you to invite us to participate. We don't know who you'll be inviting.
  - Steve Miller: Will also invite Heritage Commissions, Historic District Commissions.
  - Sherry: By October 9, send us names of people who need to be invited to focus groups.
  - Edna: Hardly anything is identified in the National Register of Historic Places—listed years ago.
    - Cliff: We did the office file check for the scenic byways project.
    - Steve Miller: We're simply getting their reaction to the recommendations so it won't be as specific as the conversation about where certain historic resources are.
  - Cushing: Should invite the Municipal Association.
  - Phil: Julie's done a great job getting people involved in Rye. Afraid their eyes will glaze over if we invite them to another one.
  - Don: Honing in on key recommendations with smaller breakout groups would be best.
  - Roger: Your objective is to do the straight face test on the recommendations.
  - Tom: I think you'll have buy in from coastal communities and inland communities will be more challenging.
    - Pete: Context is important from inland community perspective—so need that along with recommendations.
    - Julie: Show inland communities some flooding scenarios through Coastal Viewer?
  - Steve: Can we ask participants to do a little homework?
    - Roger: Sure send it in advance. Also send two page summary of technical report.
  - Kyle: If we attend focus groups, can we use community member time as match?
  - Steve C: Yes.
6. Tides to Storm Project: Release of Regional and Municipal Coastal Vulnerability Assessment Reports [15 min] *Julie LaBranche, RPC* [Maps available for review before and after the meeting]
- Project is finished. Working on loading to website. Regional assessment and 7 community reports. Series of maps.
  - Will email Commission when you can find the documents.

- Will stay as long as anyone wants to review the maps.

Kyle: will the data be on the Coastal Viewer?

Julie: yes.

7. Commission Member Roundtable [10 min]

Roger: National Flooding Conference, October 24 and 25, 2015. Senator Stiles and Mayor Robert Lister. 34 mayors from 18 coastal states are coming from as far as Alaska. Purpose is to amplify local voices. We want to ensure that the work of New Hampshire will be presented. Senator Watters will participate on a panel on October 24.

Coastal Program: Exeter stormwater project will include consideration of STAP report planning recommendations.

Weathering Change: NH Business Leaders on Risk, Resilience and a Shifting Climate—released this week, Roger will present next time at Commission meeting—focusing on business to business interactions

8. Other Business [5 min]

- A. RPC Legislative Forum on Coastal Flood Hazards and CHRC Draft Report  
(November 18, 6-9PM, Hampton (Unitil)) Other – *Cliff Sinnott*

RPC Legislative Forum: recommendations soft launch, topic is Coastal Risks and Hazards, November 18.

- B. OEP Update on Flood Maps for Strafford County - *Jennifer Gilbert, OEP*

Kellie: FEMA maps in Strafford County will become effective September 30. Rockingham County maps are still going through appeal process—sometime next year for Rockingham County maps.

- C. Other

Next Steering Committee: Friday, October 2, 2015

Next Commission: Friday, October 16, 2015 (later cancelled)

Talk about mechanisms for rollout—update in October about that.

9. Public Comment

10. Adjourn

Adjourned at 11:44am.