

Communications

- A. Letter, pages 1 & 2, mailed to all Town Supervisors(18), Mayors(4), and Code Officers
- B. Letter, page 3, is a reminder to all noted above.
- C. Letter, page 4, sent to all LEPC members (list provided by Essex County Emergency Services). List is found in Appendix A
- D. Letter, page 5, with attached pages 6 & 7 mailed to all county School Superintendents, Hospitals and Utility companies.
- E. Email communication with Office of Emergency Services, page 8
- F. Email communication with Essex County Planning Office, page 9
- G. Letter, page 10, with attached page 11 sent to all Town Supervisors
- H. Email communication with Essex County Planning Office, page 12
- I. Email communication with Town Supervisors of Chesterfield, Crown Point, Keene, Newcomb, North Hudson, St. Armand, Ticonderoga, Westport, page 13
- J. Email communication with Town Supervisors of Crown Point, Keene, Newcomb, North Hudson, St. Armand, Ticonderoga, Westport, page 14
- K. Email communication with Supervisor Douglas, Chairman of the Board of Supervisors, page 15
- L. Email communication with Town Supervisors of Crown Point, Westport, North Hudson, St, Armand, Ticonderoga, Keene, Newcomb, page 16

Friends of the North Country, Inc.

1 Mill Street
P.O. Box 446
Keeseville, New York 12944-0446

Phone: (518) 834-9606

Fax: (518) 834-9687

Toll Free: 1-888-355-FONC (3662)

email: scampbell@friendsofthenorthcountry.org

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June 24, 2009

Dear Supervisor _____,

The County of Essex and Office of Emergency Services have contracted with Friends of the North Country, Inc. to update and complete the Essex County Multi-Jurisdictional Hazard Mitigation Plan (the Plan) to be reviewed and, ultimately, approved by the NYS Emergency Management Office, and the Federal Emergency Management Administration. In order to meet the Plan requirements, it is necessary to revisit each jurisdiction's information to ensure that it is the best, most recent information.

Your jurisdiction or department has already demonstrated a strong willingness to assist with development of the Plan by providing input and information in the past. We recognize the numerous demands on your time, so instead of requesting that you attend a meeting, we are providing a checklist tool for you (or your staff) to use to update or add new information.

Please complete the enclosed form which is being distributed to many other Plan participants and key personnel such as Highway Departments, town officials, and others, as well as some County Departments. We are interested in all new information related to natural hazard events that may have occurred since the first draft Plan was developed starting in 2003. (This is the same Plan.) The 'new' or added information can be transmitted to us by email, fax or mail. Please feel free to make copies of the enclosed checklist form and provide it to anyone that may have additional information that might be aware of information that will help make the Plan more complete.

If you prefer to meet with me to discuss the Plan or information for your jurisdiction, please call to arrange a mutually convenient time. In order to collate the information in a timely manner, please return the enclosed form by July 15.

Thank you for your assistance. Please call the office with questions or concerns.

Sincerely,

Scott Campbell

Scott Campbell
Executive Director
Enclosures

- To assist with the provision of housing with emphasis on the needs of the poor.
- To undertake economic development; which supports community wide revitalization. PP-1
- To identify, designate and restore locally significant historic structures.
- To generally act as facilitators in the process of stabilization, growth and development.

**Essex County Multi-jurisdictional Hazard Mitigation Plan
Public Participation/Community Involvement**

Town/Village of: _____ Date: _____

Form completed by: _____

Position: _____

We are seeking key criteria to update the Plan such as critical (essential) facilities that are in the jurisdiction, natural hazard events (that pose a risk to the jurisdiction), existing planning strategies such as comprehensive or strategic plans, local ordinances and zoning, participation in the National Flood Insurance Program, and/or other local practices that help to mitigate the effects of natural disasters to life and property.

Please check the appropriate response and add information as needed.

Critical facilities (since 2003)

- No new critical facilities or infrastructure have been added
- Yes, new critical facilities have been, or are being added (Please list type of facility (school, hospital, municipal building, etc), the location, the year built, and the cost).

Comments:

Natural hazard events since 2003

- No significant natural hazard events have occurred since 2003 that would change the hazard profile performed previously.
- Yes (Please list the type of event (ice storm, flood), the location, the year, was a disaster declared?, cost to the town or county, type of damages/losses)

Comments:

New Comprehensive/Strategic or other Community Planning

- No new plans or community planning that will contribute to the mitigation of natural hazard effects in the jurisdiction since the 2003 draft Hazard Mitigation Plan.
- Yes (type of planning, date of adoption or expected completion date, is it available on-line?)

Comments:

Any projects planned in the jurisdiction that would contribute to the mitigation of natural hazard? Describe here, or call, thank you for your input! Continue on back of form if needed.

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July 20, 2009

Tom Worthington
Town of Jay, Code Officer
PO Box 730
11 School Lane
Au Sable Forks, NY 12912

Dear Tom,

In June our office mailed out a request for updated information related to the Essex County Multi-Jurisdictional Hazard Mitigation Plan (the Plan) in our effort to have the best, most recent information for each jurisdiction.

As the summer months are often hectic, enclosed is a second copy of a checklist form we are using as a tool to gather the information. We are interested in all new details related to natural hazard events that may have occurred since the first draft plan was developed in 2003. The added information can be transmitted to us by email, fax or mail. Please feel free to make copies of the enclosed checklist form and provide it to anyone that may have additional information to help make the Plan more complete.

If you prefer to meet with me to discuss the Plan or information for your jurisdiction, please call to arrange a mutually convenient time. In order to collate the information in a timely manner, please return the enclosed form by July 29.

Thank for your assistance. Please do not hesitate to call the office if you have questions or concerns.

Sincerely,

Scott Campbell

Scott Campbell
Executive Director

Enclosures

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From: Sue Picard [spicard@friendsofthenorthcountry.org]
Sent: Thursday, September 24, 2009 1:31 PM
To: 'fbuck@co.essex.ny.us'
Subject: Multi-Jurisdictional Hazard Mitigation Plan

Greetings:

Friends of the North Country, Inc. has been engaged by Essex County and the Office of Emergency Services to complete the Pre-Disaster Multi-Jurisdictional Hazard Mitigation Plan as submitted in 2004. In our effort to include the best, most current information, we sent questionnaires to all town supervisors, code enforcement officials, highway superintendents, and clerks seeking new/updated information from each jurisdiction on hazards, critical facilities and infrastructure. We have received responses from each jurisdiction and will incorporate the new data into the document, along with the information that was gathered previously.

At the same time, we are reorganizing the Plan so that it more closely follows the "crosswalk" (plan review report) used by NYS Emergency Management Office and the Federal Emergency Management Agency (SEMO, FEMA). The mapping portion of the Plan is currently being expanded by our GIS (Geographic Information System) consultant as well.

You have received this communication because you are listed as a member of the Local Planning Committee. We will continue to keep you informed of progress and hope you will offer suggestions and be available to review portions of the Plan as revisions are made.

Please contact our office with questions or concerns. Thank you.

Scott Campbell

Executive Director
Phone: 518-834-9606 x21
Fax: 518-834-9687
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Keeseville, NY 12944

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October 7, 2009

Request for Information

To Whom It May Concern:

You are receiving this request for information to provide you, your agency, company, district, et al, the opportunity to provide valuable input to the development of the Essex County Pre-Disaster Multi-Jurisdictional Hazard Mitigation Plan. Please read on, and return the enclosed, thank you.

Friends of the North Country is working with the Office of Emergency Services to update the Essex County Multi-Jurisdictional Hazard Mitigation Plan. In order to expand on the Plan's assessment of hazard risks and proposed mitigation actions, we are surveying all relevant agencies within the County so that your input can be included. For the purposes of the Plan, the hazards to be considered are natural hazards such as floods, wildfires, severe storms, extreme temperatures, earthquakes, etc.


Please write in the attached form pertinent information that your agency/department may have relating to natural hazard risks; that is, if a particular natural hazard (flood for example) would likely cause damage to a building or facility that your agency/department is affiliated with, please list that as a potential hazard risk – both the value of the affected facility and the type of hazard that might cause the damage.

Please also list any critical facilities that may not already be included in the Plan (switching stations or substations for example, or facilities not assessed for taxes).

Also, please note on the enclosed form any potential mitigation actions (those actions/projects that would reduce the effects of a natural hazard) along with an estimated cost to accomplish the action; the intent of the Plan is to ensure that all jurisdictions within the county are eligible for possible hazard mitigation funding in the future.

Please do not hesitate to call the office if you have questions about the Plan development or how to complete the form.

Sincerely,



Scott Campbell
Executive Director
Enclosures

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Essex County – Hazard Mitigation Plan Update

Person completing this form: _____
Title: _____
Date: _____

Potential Hazards and Possible Mitigation Actions (continue on following page if needed)

Type of Hazard	Location	Mitigation Action

Critical facilities Information

Name of Town or village	Type of Facility (hospital, school, public building, dams, shelter, fire station, police station, fuel depot, utility, etc)	Location Street or road address	Asset Dollar Value Tax assessment or estimate of value

Please return the form(s) by October 23, 2009

MITIGATION ACTION – Essex County Hazard Mitigation Plan

TOWN/VILLAGE OF _____

Person completing this form: _____

Title: _____

Date: _____

Possible mitigation actions are listed below. Please be specific as to the activity being done, the location and a general cost estimate.

- Drainage improvements
- Stream work improvements
- Acquisition of properties consistently endangered by flooding
- Elevation of structures to eliminate repetitive loss
- Community infrastructure improvements
- Bridge work
- Installation or modification of culverts, floodgates, minor floodwall systems
- Storm-water management activities, retention and detention basins
- Soil stabilization – installing geo-textiles, sod stabilization, decreasing slope angles, installing rip rap or vegetative buffer strips
- Wildfire mitigation –create perimeters around homes, structures, critical facilities by removing or reducing flammable vegetation
- Structural retrofitting including foundations, load-bearing walls, beams, columns

Action _____

Location and details _____

Cost Estimate _____

Information may be emailed, faxed or mailed Thank you.

Friends of the North Country
1 Mill Street
PO Box 446
Keeseville, NY 12944
Telephone: 518-834-9606 x 31
Fax: 518-834-9687
Email: scampbell@friendsofthenorthcountry.org

Please return the form(s) by October 23, 2009

From: Sue Picard [spicard@friendsofthenorthcountry.org]

Sent: Monday, December 28, 2009 8:44 AM

To: 'wwade@co.essex.ny.us'

Cc: 'D. Scott Campbell'

Subject: iformation for Haz-mit Plan

Hi Wanda,

I would like to include information in the Plan about the ratings and locations of Dams in Essex County. If you have this information will you please forward it to me, if not, John Fishbein (SEMO) suggested a call to Alon Dominitz, NYS DEC Chief of Dam Safety 518-402-8130. He believed a county representative would need to make contact with Mr. Dominitz in order to get the information released. If you have any questions give me a call, 834-9606 ext. 31, or to fax anything 834-9687. Thanks for your help.

Sue

From: D. Scott Campbell [scampbell@friendsofthenorthcountry.org]
Sent: Wednesday, January 06, 2010 3:23 PM
To: Sue Picard
Subject: FW: haz mit planning
FYI....

From: D. Scott Campbell [mailto:scampbell@friendsofthenorthcountry.org]
Sent: Wednesday, January 06, 2010 3:22 PM
To: 'vputmam@co.essex.ny.us'
Subject: haz mit planning

Hello Vic:

Attached please find two parts of the narrative for the Essex County Pre-Disaster Multi-Jurisdictional hazard mitigation Plan for your review. These are drafts, and may require further editing. Once you are familiar with the gist of the Plan, your input and advice would be appreciated.

I look forward to meeting with you at your office this Friday at 9:00 AM – if your schedule has changed and that time is not available, let me know.

Please contact me with questions, thanks,

Scott Campbell

Executive Director
Phone: 518-834-9606 x 21
Fax: 518-834-9687
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January 11, 2010

Robert Politi
2693 Main Street, Suite 101
Lake Placid, NY 12946

Dear Supervisor Politi,

At the December Essex County Public Safety Committee meeting I addressed the committee about the Essex County Multi-Jurisdictional Hazard Mitigation Plan that we are in the process of updating for the county. At that time I mentioned a new requirement requested by the NYS Emergency Management Office (and FEMA) - the need for a specific mitigation activity from each jurisdiction to be included in the plan.

Enclosed is a form with examples of possible mitigation actions, actions used by other jurisdictions in other counties, and the list is included to illustrate the types of activities often listed within a Plan such as this one. The description of the action item for your jurisdiction can be brief, but should include a location and cost estimate; highway and/or public works departments often can provide this type of information as they are aware of 'trouble spots' within the jurisdiction, and are often called upon for the types of repairs listed on the form.

Please mail or fax your response to our office for inclusion in the Hazard Mitigation Plan update as soon as possible.

Please contact me at the above phone number (ext. 21), or Susan Picard (ext. 31) with questions or comments.

We look forward to hearing from you soon, thank you.

Sincerely,



Scott Campbell
Director

Enclosures

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- To generally act as facilitators in the process of stabilization, growth and development.

MITIGATION ACTION - Essex County Hazard Mitigation Plan

TOWN/VILLAGE/CITY _____

Person completing this form _____

Title _____

Date _____

Possible mitigation actions are listed below. Please be specific as to the activity being done, the location and a general cost estimate.

- Drainage improvements
- Stream work improvements
- Acquisition of properties consistently endangered by flooding
- Elevation of structures to eliminate repetitive loss
- Community infrastructure improvements
- Bridge work
- Installation or modification of culverts, floodgates, minor floodwall systems
- Storm-water management activities, retention and detention basins
- Soil stabilization – installing geo-textiles, sod stabilization, decreasing slope angles, installing rip rap or vegetative buffer strips
- Wildfire mitigation –create perimeters around homes, structures, critical facilities by removing or reducing flammable vegetation
- Structural retrofitting including foundations, load-bearing walls, beams, columns

Action _____

Location and details _____

Cost Estimate _____

From: Sue Picard [spicard@friendsofthenorthcountry.org]

Sent: Friday, February 05, 2010 12:29 PM

To: 'vputman@co.essex.ny.us'

Cc: 'D. Scott Campbell'

Subject: FW: County Hazard Mitigation Plan

Mr. Putman,

Friends of the North Country, Inc, is continuing to make revisions to the Essex County Hazard Mitigation Plan for submission to SEMO and I am wondering if your office has a list of Essex County Critical Facilities and Assets; buildings, road and bridges including values. If you would please send us this information or let me know the correct agency for me to contact. I am forwarding an earlier e-mail on the chance you did not receive it. Thank you for any assistance you can provide.

Sue

From: Sue Picard [mailto:spicard@friendsofthenorthcountry.org]

Sent: Wednesday, January 13, 2010 1:51 PM

To: 'vputman@co.essex.ny.us'

Cc: 'D. Scott Campbell'

Subject: County Hazard Mitigation Plan

Dear Mr. Putnam,

Scott suggested I contact you for possible assistance with the Mitigation Actions portion of the Hazard Mitigation plan we are revising for the County. I have enclosed the Essex County mitigation action portion from the County Hazard Mitigation Plan. Revisions need to be made to include specific details, such as specific bridges or culverts etc. that might need to be enlarged/replaced to avoid future flooding, which county agency is involved, any potential funding source(s), a rough cost estimate, and possible project timeline (optional). SEMO suggests that at least one action for each natural hazard profiled (for the jurisdiction) be included in the plan; for the county, these include: flood, wildfire, earthquake, severe winter storm, drought and landslide. Any proposed actions you may be aware of, or you have in the planning stages would be appropriate for inclusion. A "wish list" of possible mitigation actions for the county could also be included.

Thank you for giving this some thought. Any specific information you can provide will be helpful. Please contact me if you have any questions, and thanks,

Sue

From: Sue Picard [spicard@friendsofthenorthcountry.org]

Sent: Monday, February 08, 2010 2:53 PM

To: 'info@townofticonderoga.org'

Subject: Essex County Hazard Mitigation Plan

Greetings:

You may recall the work being done by the Essex County Office of Emergency Services (OES) to prepare a Hazard Mitigation Plan; the Plan has been in process for quite some time. The OES has contracted with Friends of the North Country, Inc. (Friends) to complete the Plan, due now to the NYS Office of Emergency Services (NYSEMO).

Friends Director (Scott Campbell) met with the Essex County Public Safety Committee in December to explain the need for each jurisdiction within the county to provide a description of a hazard mitigation 'action' that could be taken to reduce the effects of a natural disaster (flood, wildfire, severe storm, earthquake, etc.) within each town or village.

Forms were provided with examples of mitigation actions taken by other jurisdictions; these forms were provided to both illustrate (some of) the types of actions that can be planned, as well as to make it as easy as possible for each jurisdiction to reply. Please note that listing an action that would help reduce the effects of a natural disaster does not obligate you take to that action; it simply identifies an action that may qualify your jurisdiction for possible future funding to implement the activity.

You have received this note because, to date, the required information has not been received. Mitigation actions from each jurisdiction are required by NYSEMO and must include a location (street/intersection for example) and an estimate of cost.

Please fax, e-mail or mail this information by Friday February 19, 2010. Your participation in this matter is necessary in order for the county to turn in an approvable Plan.

If you have questions please call.

Thank you.

Susan Picard

Friends of the North Country

Box 446

Keeseville, NY 12944

Telephone 518- 834-9606 ext. 31

Fax 518- 834-9687

From: D. Scott Campbell [scampbell@friendsofthenorthcountry.org]

Sent: Monday, March 01, 2010 9:04 AM

To: 'Randall T. Douglas'

Cc: 'Sue Picard'

Subject: RE: Haz Mit Plan

Hello Randy:

Thanks for your help. To date, we still don't have 'mitigation action' items from the towns of:

Chesterfield
Crown Point
Keene
Newcomb
North Hudson
St. Armand
Ticonderoga
Westport

Please note that Chesterfield responded, but stated that they did not need, or have, any action items to do; Sue spoke with Gerry, and will also speak directly to Mr. Pray, their highway superintendent.

Similarly, the Town of North Hudson also replied with "none needed".

As you know, an 'action item' must be included in the Plan for each jurisdiction, so the Plan as it stands now, will not be approvable, which affects the entire County.

Please contact me with questions, and/or let me know if you would like for me to address the board again.

Thank you,

Scott Campbell

Executive Director

Phone: 518-834-9606 ext. 21

Fax: 518-834-9687

Friends of the North Country, Inc.

1 Mill Street, PO Box 446

Keeseville, NY 12944

From: Sue Picard [spicard@friendsofthenorthcountry.org]

Sent: Monday, March 29, 2010 8:28 AM

To: 'northhudson@verizon.net'

Subject: Essex County Hazard Mitigation Plan

Dear Supervisor Dobie,

The draft Essex County Multi-Jurisdictional Pre-Disaster Hazard Mitigation Plan is nearing completion. In order to submit an "approvable" Plan, the NYS Emergency Management Office (SEMO) and the Federal Emergency Management Administration (FEMA) require that each jurisdiction list a minimum of one mitigation action that includes both a specific location and (estimated) cost. As this is a "multi-jurisdictional" plan, each town needs to be represented with a mitigation action plan.

The March 23, 2010 edition of the Press Republican listed several roads that experienced flooding issues from the heavy rains; this is just one (of many) of the types of issues that jurisdictions can cite in the plan for action; proposed remedies might be to increase the size of culverts, raise roadways, replace bridges, etc. Highway superintendents from two other jurisdictions provided information verbally (by telephone) for the Plan reporting that their jurisdiction would like to replace a bridge or culvert, on a specific road (location) and a thumbnail cost estimate. This same procedure could be done by the Town of North Hudson Highway Superintendent with a phone call to our office. (834-9606 ext. 31).

Approval of the Plan hinges on the participation of all jurisdictions providing at least one specific action plan.

Please contact me with any questions or concerns, and thank you.

Susan Picard
Program Manager
518-834-9606 x 31

From: Sue Picard [spicard@friendsofthenorthcountry.org]

Sent: Wednesday, March 24, 2010 10:54 AM

To: 'townofjay@charter.net'

Cc: 'D. Scott Campbell'

Subject: Essex County Hazard Mitigation Plan

Dear Supervisor Douglas:

We are nearing completion of our work on the Essex County Multi-Jurisdictional Hazard Mitigation Plan, and we continue to seek mitigation action information from the following towns: Crown Point, Westport, North Hudson, St. Armand, Ticonderoga, Keene, Newcomb before we forward the draft plan for NYS Emergency Management Office review. Without mitigation-action information from all jurisdictions, the Plan will not be approved.

Today's Press Republican listed a few roads with flooding issues; this is just the type of information that jurisdictions could cite in the plan for action. Phil Pray (Highway Superintendent in Chesterfield) and Chris Garrow (Town of Jay Highway Superintendent) both provided information verbally for the Plan which consisted of replacement of a bridge or a culvert, on a specific road and a thumbnail cost estimate. This same procedure could be done by the above-listed town Highway Superintendents with a phone call to our office.(834-9606 ext. 31).

I will be emailing each of the towns that still needs to provide information, but perhaps a word from you would encourage their participation?

Please contact me with any questions or concerns, and thank you,

Susan Picard
Program Manager
518-834-9606 x 31