

TOWN OF GUILDHALL

All-Hazards Mitigation Plan



Town of Guildhall
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July 1, 2005

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Prerequisites

Certificate of Local Adoption

Town of Guildhall

A Resolution Adopting the All-Hazards Mitigation Plan

WHEREAS, the Town of Guildhall has worked with the Northeastern Vermont Development Association to identify hazards, analyze past and potential future losses due to natural and human-caused disasters, and identify strategies for mitigating future losses; and

WHEREAS, the Guildhall All-Hazards Mitigation Plan contains recommendations, potential actions and future projects to mitigate damage from disasters in the Town of Guildhall; and

WHEREAS, a meeting was held by the Guildhall Selectboard to formally approve and adopt the Guildhall All-Hazards Mitigation Plan as an annex to the Northeastern Vermont Development Association's (NVDA) All-Hazards Mitigation Plan.

NOW, THEREFORE BE IT RESOLVED that the Guildhall Selectboard adopts the Guildhall All- Hazards Mitigation Plan Annex as well as the associated NVDA All-Hazards Mitigation Plan.

Date

Selectboard Chair

Selectboard Member

Selectboard Member

Selectboard Member

Selectboard Member

Attested to by Town Clerk

Section One - Planning Process

1.1 Introduction and Purpose

This Annex, when used with the appropriate sections of the basic NVDA All-Hazards Plan, is an All-Hazards Mitigation Plan for the Town of Guildhall. The purpose of this plan is to assist the Town of Guildhall to identify all hazards facing the community and identify strategies to begin reducing risks from identified hazards. A Pre-Disaster Mitigation Planning Grant to the Northeastern Vermont Development Association (NVDA) assisted the Town of Guildhall in preparing this plan.

The impact of expected, but unpredictable natural and human-caused events can be reduced through community planning. The goal of this plan is to provide all-hazards local mitigation strategies that make the communities in northeastern Vermont more disaster resistant.

Hazard Mitigation is any sustained action that reduces or eliminates long-term risk to people and property from natural and human-caused hazards and their effects. Based on the results of previous efforts, FEMA and state agencies have come to recognize that it is less expensive to prevent disasters than to get caught in a repetitive repair cycle after disaster have struck. This plan recognizes that communities have opportunities to identify mitigation strategies and measures during all of the other phases of Emergency Management – Preparedness, Response, and Recovery. Hazards cannot be eliminated, but it is possible to determine what they are, where they might be most severe and identify local actions that can be taken to reduce the severity of the hazards.

Hazard mitigation strategies and measures alter the hazard by eliminating or reducing the frequency of occurrence, avert the hazard by redirecting the impact by means of a structure or land treatment, adapt the hazard by modifying structures or standards or avoid the hazard by stopping or limiting development and could include projects such as:

- Flood proofing structures
- Tying down propane/fuel tanks in flood prone areas
- Elevating structures
- Identifying high accident locations
- Monitor and protect drinking water supplies
- Enlarge or upgrade culverts and road standards
- Proactive local planning
- Ensuring that critical facilities are safely located
- Providing public information

1.2 About Guildhall

Population: 269

Median Housing Value: \$77,433

Essex County

Chartered: October 10, 1761 ([New Hampshire Grant](#))

Area: 21,107 Acres / 32.98 Square Miles
Coordinates (Geographic Center): 71°34'W 44°34'N
Altitude ASL: 874 feet
Population Density (persons per square mile): 8.1
Tax Rate: \$2.057 ('03)
Equalized Value: \$23,200,108 ('03)

1.3 Community Background and History¹

Guildhall is a rural community located in the northern Connecticut River Valley, 35 miles east of St. Johnsbury in the southern part of Essex County. It is square in shape, six miles on a side, except for the irregularity of the river, and encompasses 23,043 acres, of which about ninety percent is mountainous forest land rising to a height of 2,753 feet at Stone Mountain. The remainder, lying along the Connecticut River on its eastern flank is relatively flat and used for agriculture and residences. The elevation there ranges around 850 feet above mean sea level.

Major watercourses in the town include the Connecticut River and Cutler Mill Brook with several lesser streams, but no major stationary water bodies. There are many flat, swampy areas, and eleven mountains over 1400 feet (five being over 2000 feet).

In terms of geographic distribution there is presently only one concentration within town, that being Guildhall Village with approximately fifty residents in the compact area, the rest being relatively evenly distributed mainly along Vermont Route 102, the North Road and Fellows Road.

This area is defined as the only built up area in Guildhall, with predominantly single-family dwellings and public buildings and uses which should continue to be such. About a third of the buildings in Guildhall are in this area. This is the community's nucleus and in view of restrictions imposed in other areas of town by natural features and many practical considerations, should be the basis for future growth. Most existing lots are small in size (average 1 acre), and the compact nature of the village gives it its distinction and should be preserved. The main trunk of the present municipal water system services this area, but lot sizes must be large enough for on site sewage disposal. The area is generally defined as extending from the Hawkins Reservoir along Route 102 to the hydrant in front of the Silver-Allen residence.

In the center of the village is an area of great historic charm, architectural merit and scenic beauty; it includes the Guildhall Common, Court House Hill Cemetery, the Guild Hall, the Essex County Courthouse and Ebin Judd Justice Center, Community Church, the former Colonel E. C. Benton Summer Home, the Guildhall Public Library, Masonic Building and the Guildhall Village General Store.

The north side of Route 102 to the west of the existing village and behind Court House Hill and coming back out on 102 south of Ira Mason's with the school and recreation and public facilities seems the most suitable for residential expansion. These areas have convenient access to the village center and can be serviced easily by municipal water, have good soil conditions, and

¹ Excerpts from the Guildhall Town Plan 1992

development can be set back from the main highway and encourage the feeling of a compact village.

Income sources and occupations are varied and many people receive a fixed income from the government. No one employer is predominant, although agriculture is very important as an in-town occupation. Industries presently being carried on in town are farming, lumbering, quarrying, maple products production and numerous home industries. There are two trucking businesses, and a few other local businesses specializing in potatoes, concrete, dairy farm, and a cheese factory. Forestry is of regional importance and occupies approximately 80% of the land area. A number of professional people in town also serve on a regional basis. Public service, business/self-employment, industry, trades, and retail /commercial rate high as out-of-town employment primarily concentrated in the Northumberland and Lancaster job centers.

Guildhall is fortunate to have the number and quality of public buildings currently existing. These include the Guild Hall, the Public Library/Masonic Hall, the Essex County Court House, Community Church, the Guildhall Elementary School and the Ebin Judd Justice Center. All are considered to be adequate to fulfill their functions and programs. The Guildhall Common and surrounding structures offer a beautiful setting and public open space.

The Guildhall school serves kindergarten through Grade 6 with approximately 26 students. Secondary education is provided by tuitioning grades seven through 12 to area schools.

Current police service consists of the Essex County Sheriff's Department and Vermont State Police.

Fire protection and ambulance services are contracted with both Lancaster and Groveton, New Hampshire, which have well-trained and equipped departments and have good access to most of the populated parts of Guildhall. This is considered a very good arrangement, as it provides better protection than the town would otherwise be able to afford and response time is about 15 minutes. Indian Pumps are used in fighting local brush fires. The town has hydrants in the village area. There is no organized fire department.

Health services are available from a number of sources including Weeks Medical Center in Lancaster, New Hampshire which is state and Medicare accredited, and a very good general hospital. The practicing medical staff of Weeks Medical Center serves the area via offices in Lancaster, Groveton and Whitefield. There is also a modern nursing home in Lancaster and the Caledonia Home Health Care Agency which provides the mechanism to receive home health care based on the referral system. The town appropriates monies on an annual basis to Caledonia Home Health and in addition clients pay for services according to a sliding scale formula.

Road maintenance work is contracted locally. The town has virtually no equipment or storage areas. There are twenty-five miles of highways in Guildhall of which 1.1 (Route 2) is rural minor arterial, 7.8 (Route 102) is rural major collector and 4 miles (T.H.#1, Granby Road and Route 102 from the triangle to the bridge) of rural minor collectors, the rest being local roads. These four categories follow basically the four administrative classifications for Guildhall's roads. Vermont Routes 2 and 102 are paved. A portion of the Granby road is paved; the rest are gravel roads, mostly in good condition. There is no public transportation available in Guildhall. Airports are located in Lyndonville, Vermont and Whitefield and Berlin, New Hampshire.

Agricultural open space accounts for about 8% of the total land area and is some of the best agricultural land in Essex County. Three full time commercial farms are currently utilizing these lands for a variety of crops and pasture land. Industrial uses account for less than 1% of the land area and consist of the Carroll Concrete, Inc. gravel operation at the end of town highway #5, Breault Road, and a right-of-way for the Portland Pipe Line. Commercial use is presently limited to a variety store, State Line Auto, Guildhall Village Store and Peaslee Potato. There are approximately 105 permanent homes in Guildhall, with 20% of this total concentrated in the Village and the rest relatively evenly distributed throughout town along existing roads, especially Route 102, the North Road and Fellows Road. Residential use occupies 5% of the land areas. There are two categories of seasonal uses -1) second homes of which there are eight (two in the Village and the rest throughout town) and 2) hunting or wilderness camps. Seasonal uses total about 1% of the land area. Public/ Semi-public uses include only the Common, three acres at the school, a fifty-acre town forest, four cemeteries, and the area around several public buildings probably totaling about 0.25% of the total land area. Streets, utilities and the like utilize perhaps 3%. Forestry/conservation ion areas comprise 81% of the total land area, a great deal being owned and managed by wood products industries.

A chlorinated water system serves the community. The source of water for this system is the Guildhall springs which are owned by the town. Approximately 50 households are served by this source of water, purchased from the Town of Northumberland water system.

There exists no public sewage system and there is no need foreseen for one. Soils are adequate within the village area, if proper lot sizes are maintained, so that private septic systems can be installed by individual owners, based on current State Wastewater Regulations of the State of Vermont.

There are two identified shelters for Guildhall but the shelters would most likely not be sufficient in a flood situation because they are in/near the floodplain and access to them would be limited. There are no municipal generators that could be used for extended power outages.

<input checked="" type="checkbox"/> Shelter # 1: Guildhall Court House	13 Court House Drive
<input checked="" type="checkbox"/> Shelter # 2: Guildhall School	Route 102

Section Two - Risk Assessment

2.1 Identify Hazards

Meeting Date: 3/22/04

Meeting Attendees: Pat Rogers, Helen Martin, Albert Tetreault, Robert Decker

<input checked="" type="checkbox"/> 1. EMC	Barbara Peaslee Smith
<input checked="" type="checkbox"/> 2. Select Chair	Helen Martin
<input checked="" type="checkbox"/> 3. Fire Chief	Lancaster Fire Dept.
<input checked="" type="checkbox"/> 4. Police	VSP & Essex Sheriff
<input checked="" type="checkbox"/> 5. Road Foreman	Alfred McVetty
<input checked="" type="checkbox"/> 6. Town Clerk	Albert H. Tetreault

Guildhall local officials have identified several hazards that are addressed in this Annex. These were identified through interviewing the Selectboard, Road Commissioner and Town Clerk. These individuals have a thorough knowledge of the community through many years of direct involvement in community issues. Reviewing the history of the community with local officials was instrumental in determining the vulnerability of the community.

Table 2-A Hazard Inventory and Risk Assessment

Possible Hazard	Likelihood	Impact	Community Vulnerability	Most Vulnerable
Tornado	Low	Medium	Low	Gravel road impact
Flood	High	High	High	Murphy Dam
Flash Flood	High	High	High	Steep grades, mountains
Hazardous Materials	Medium	Medium	Medium	Rte. 2 corner w/heavy truck traffic
Radiological Incident	Low	Low	Low	Residents
Structure Fire	Medium	Low	Low	Chimney fire
Power Failure	High	High	High	Elderly population
Winter Storm/Ice	High	High	High	Roads
High Wind	High	High	High	Power outages
Air crash	Low	Low	Low	One crash
Water Supply Contamination	Low	Low	Low	New Hampshire – Groveton supply
Hurricane	Low	Low	Low	Early 1950s
Earthquake	Low	Low	Low	
Dam Failures	Medium	High	High	Murphy Dam, NH
Drought	Medium	Low	Low	Public OK, not private. Potato farm needs water
Chemical or Biological Incident	Low	Medium	Medium	Fertilizer trucks, propane (see hazardous materials incident)
Highway Incidents	High	Medium	Medium	Only Routes 2/102
Wildfire/Forest Fire	Low	Low	Low	Farms, sugarbushes, residences
Landslide	Low	Low	Low	
School Safety Issues	Low	Low	Low	26 students, K-6
Terrorism	Low	Low	Low	Residents, businesses, local officials

The Medium to High risks for Guildhall are: floods, flash floods, hazardous materials, power failure, winter storm/ice, high winds, dam failure, drought, and highway incidents.

2.2 Profiling Hazards

Only those hazards that are considered a Medium to High vulnerability in Guildhall will be profiled below. While those not being profiled are still important, they are considered a low-to-medium threat to the community where damage would be minimal.

2.2.1 Flood History

The Town of Guildhall has a history of flooding; however none have been totally devastating except one that required significant repairs to a section of Cutler Brook on the north side of the community. Ice jams are frequent along the Connecticut River especially at bridge locations. Accessibility and isolation are common in many parts of the town because the main roads are frequently flooded or washed out.

Past FEMA Declarations and Funding

Town	NFIP	1428 Jul-02	Total
Guildhall	YES	\$ 362,828	\$ 362,828

These are areas that will typically flood during a high rain or flash flood event:

- Fellows Road
- TH 8
- Route 102 along the Connecticut River north and south of the village
- Both sides of the Granby Rd. wash out about once every 5 years
- April 1 of 1998 saw flooding caused by water runoff with a thaw of the snow and ice

2.2.2 Hazardous Materials

There are no fixed hazardous material sites or underground storage tanks in Guildhall. There is always a concern that there may be a hazardous materials incident on the highways in and around Guildhall, especially on Vermont Routes 2 and 102. These accidents could involve moose during the early evening hours in the summer.

The Portland Pipeline traverses Guildhall and is monitored regularly for leaks and spills by the Portland Pipeline Company. This section of pipeline travels along the southern border of town.

2.2.3 Power Failure, Winter Storms/Ice, and High Winds

There was large windstorm in August of 2004 that knocked out power to parts of Guildhall. Electrical service is provided by Vermont Electric Cooperative and Central Vermont Power Supply. There are frequent power outages due to high winds. There is a large elderly population with three known persons on Lifeline. There have been instances where the power has gone out for over 24 hours. There is always the possibility that an ice storm or snow storm could cause major problems with access to the more remote areas and power outages. Most families are well prepared for severe weather events that could keep them in their homes with little resources for several days.

2.2.4 Dam Failures

Above Guildhall and part of the Connecticut River system, is the Murphy Dam, a large earthen dam on Lake Francis, built approximately 70 years ago that impounds a large expanse of the river system. This dam is monitored 24 hours per day and is perhaps the highest risk to the communities in Guildhall and all along the upper Connecticut River. An inundation plan is on file with the State of New Hampshire, State of Vermont, and all towns below the dam for 81 miles until the Centennial Mill Dam is reached in Gilman, Vt. Should this dam breach, it is estimated the peak flow would be between 6-8 feet above the 100-year flood limit at approximately 15-30 hours after the Murphy Dam breach. The elementary school, roads bridges

and other public facilities would be underwater with damaging effects. An evacuation system should be put into place to avoid a potential disaster. Both identified shelter are located in the potential flood area. Another evacuation shelter is needed on higher ground. Presently a warning would be dispatched through Derby.

2.3 Vulnerability: Overview

In terms of vulnerability, Guildhall rated these potential hazards below as High or Medium threats: flooding, hazardous materials, severe weather, and dam failures. Mitigation strategies are identified for the highest priority projects in Section Three. Only those hazards that were identified as a high risk to the town were profiled. While other types of hazards may cause smaller problems for the community, they are a lower risk.

2.4 Identifying Structures

It is difficult to estimate the total number of structures in the 100-year limit of the FIRM identified floodplain as those maps do not accurately match up to the E911 maps that are based on the structures' geographical location (latitude and longitude). However, it can be estimated that there are approximately 20 structures in or near the flood areas depicted on the NFIP maps. The most vulnerable area is the historic village area of Guildhall. The center of commerce is here along with its school, higher density historic homes and a bridge to New Hampshire.

2.5 Estimating Potential Losses

Future losses should be lessened through mitigation of the repetitively flooded properties, most of which are roads, bridges and culverts. The FIRM maps are not compatible with the GIS maps containing contour, rivers, roads and structures and it is not possible to estimate the amount of potential loss at this time. It is recommended that the NFIP maps be redone using the Vermont Geographic Information System standards based on orthophoto mapping. The Median Housing Value (MHV) for Guildhall in 2003 was \$77,433. The Equalized Value for all properties in Guildhall in 2003 was \$23,200,108. If one percent (1%) of all properties in Guildhall were damaged, the value would be assessed at \$23,200.

2.6 Analyzing Development Trends

Guildhall is not a rapidly developing community and is not expected to have an influx of new development in the near future. The growth rate of Guildhall is about 0 % or a total population increase of 1 person between 2000 and 2003. The Town of Guildhall has adopted a local plan and zoning regulations to guard against future development in inappropriate locations such as flood prone areas. Guildhall is a member of the National Flood Insurance Program (NFIP). All buildings being improved in or near frequently flooded areas are required to elevate or provide additional mitigation measures. There are considerable limitations to development of land in Guildhall, among them large amounts of lands at high elevations, steep slopes, excessive remoteness, and flood plain.

Population Increase 2000 to 2003

Town	Estimated	Census	Increase
Guildhall	269	268	1 person

Section Three - Mitigation Strategy

Hazard Mitigation Strategies and Measures **avoid** the hazard by stopping or limiting new exposures in known hazard areas, **alter** the hazard by eliminating or reducing the frequency of occurrence, **avert** the hazard by redirecting the impact by means of a structure or land treatment, **adapt** to the hazard by modifying structures or standards and could include tools or projects such as:

- **Town Plan** - this document contains goals and objectives for community growth, health, safety and welfare for public and private interests. Guildhall's plan is out of date.
- **Zoning Status** – This is a snapshot of the current zoning tools in effect.
- **NFIP** – National Flood Hazard Insurance Program.
- **C & S = Highway Codes and Standards** – Most all Vermont communities have adopted the Vermont Transportation Agencies recommended Highway Codes and Standards. This is perhaps the one most beneficial mitigation program in Vermont and the NVDA region. By adopting these codes, all maintenance and new construction on roads, highways, bridges and culverts must be enhanced to meet the new standards to withstand large flood events.
- **VTRC** – Guildhall does not have a Vermont Red Cross Shelter Pre-Agreement. When a Pre-Agreement is in effect, local representatives are trained to open a shelter if needed. This will allow for a more efficient use of the VT Red Cross if and when needed.
- **Emergency Operation Plan (EOP)** – Guildhall is in the process of having its EOP updated to include all-hazards through a Homeland Security Grant to the NVDA. This plan will be substantially completed by July 2005 and will include this Plan as its risk assessment to all-hazards.
- **Rapid Response Plan (RRP)** – Guildhall has updated its RRP as of September 23, 2004.
- **Public Water Supply Protection** – Groveton, NH has a protection plan for their municipal water system that is used by Guildhall.

Table 3-A Development Tools

Town	Town Plan	Zoning	NFIP	Flood Regs	Codes & Standards	Culvert Inv.	VT Red Cross	Maps FIRM
Guildhall	Out of date	YES	YES	YES	YES	YES	NO	YES

3.1 Regional Hazard Mitigation Goals

- Reduce the loss of life and injury resulting from all hazards.
- Mitigate financial losses incurred by municipal, residential, industrial, agricultural and commercial establishments due to disasters.
- Reduce the damage to public infrastructure resulting from all hazards.
- Recognize the connections between land use, storm-water road design and maintenance and the effects from disasters.
- Ensure that mitigation measures are compatible with the natural features of community rivers, streams and other surface waters; historic resources; character of neighborhoods; and the capacity of the community to implement them.
- Encourage all-hazard mitigation planning as a part of the municipal planning process.

3.2 Community Preparedness Goals

Overall, Guildhall is working to decrease its risk to flooding, water supply contamination and hazardous material incidents through proactive planning, policies and mitigation actions. Other lesser risks are being addresses through the same procedures and policies.

- Review this plan with essential town government.
- Review and study the need for additional capacity and capability in the Fire Department to minimize the impact of a HAZMAT incident.
- Ensure that all emergency response and management personnel receive HAZMAT Awareness training as a minimum.

3.3 Existing Hazard Mitigation Programs

Guildhall has been proactive in planning its future as well as protecting its citizens from potential disasters.

3.3.1 Emergency Management Planning

Guildhall has recently updated their Rapid Response Plan. Guildhall is in the process of having its EOP updated to include all-hazards through a Homeland Security Grant to the NVDA. This plan will be substantially completed by July 2005 and will include this Plan as its risk assessment to all-hazards.

3.3.2 Codes and Standards

Guildhall has adopted the recommended Highway Codes and Standards that require regular upgrades on bridges, highways, ditching and culverts to avoid flood damage. A number of culverts have already been upgraded. Guildhall applied for and received \$6,800 +/- to complete a hydraulic study for properly sized culverts on Fellows Rd. and on Granby Rd. One new culvert is needed on each road to bring them up to current standards.

3.3.3 Local Planning and Zoning, NFIP

Guildhall has floodplain zoning regulations. They are a member of the National Flood Insurance Program. All development in or near the identified flood areas must conform to zoning standards.

3.3.4 Protection of Town Records

The Town office has a vault to protect public records from fire, damage or theft/vandalism.

3.3.5 School Drills

The K-6 Guildhall School practices regular evacuation drills.

3.4 Preparedness Tools

Public Awareness, Training, Education

- Conduct Emergency Drills involving all elements of the community to practice procedures associated with a simulated varies incidents.
- Use this plan for Hazard Identification and Mapping.

Public Protection

- Designate shelters.
- Emergency communications and information systems (NOAA weather receivers, Emergency Alert System (EAS)) are at the Command Center.
- Update Hazard Vulnerability Assessments as needed.
- Review and modify evacuation and sheltering plans based on the results of drills and exercises or procedures implemented in an actual incident.
- American Red Cross chapter may be contacted to assist with community education programs.
- Maintain current Rapid Response Plans and the Emergency Management Operations Plans.
- Regularly scheduled maintenance programs are ongoing (culvert survey & replacement, ditching along roadways, cutting vegetation to allow visibility at intersections).
- The town is proactive in preparing for potential disasters.

Financial and Tax Incentives.

- Use State and Federal funding for mitigation projects and activities.

Hazard Control and Protective Works.

- Utilize regular maintenance programs (culvert survey & replacement, ditching along roadways, cutting vegetation to allow visibility at intersections).

Insurance Programs.

- Participate in NFIP.

Land Use Planning/Management: Flood.

- Guildhall has local zoning. They have established Flood Hazard Areas through the NFIP.

Protection/Retrofit of Infrastructure and Critical Facilities.

- A map of Critical Facilities is attached.

3.5 Analysis of Mitigation Actions

Priority Actions:

Local officials in Guildhall have identified several mitigation actions to be included in the Hazard Mitigation Plan. Table 3-B, Implementation Strategy contains these actions, along with the responsible agency, the funding source, and implementation timeframe.

The Guildhall local officials have prioritized the actions using the STAPLE+E criteria, a planning tool used to evaluate alternative actions. The following table explains the STAPLE+E criteria.

S – Social	Mitigation actions are acceptable to the community if they do not adversely affect a particular segment of the population, do not cause relocation of lower income people, and if they are compatible with the community’s social and cultural views.
T – Technical	Mitigation actions are technically most effective if they provide long-term reduction of losses and have minimal secondary adverse impacts.
A – Administrative	Mitigation actions are easier to implement if the jurisdiction has the necessary staffing and funding.
P – Political	Mitigation actions can truly be successful if all stakeholders have been offered an opportunity to participate in the planning process and if there is public support for the action.
L – Legal	It is critical that the jurisdiction or implementing agency have the legal authority to implement and enforce a mitigation action.

E – Economic	Budget constraints can significantly deter the implementation of mitigation actions. Hence, it is important to evaluate whether an action is cost-effective, as determined by a cost benefit review, and possible to fund.
E – Environmental	Sustainable mitigation actions that do not have an adverse effect on the environment, that comply with Federal, State, and local environmental regulations, and that are consistent with the community’s environmental goals, have mitigation benefits while being environmentally sound.

3.6 Implementation of Mitigation Actions

Flooding, severe weather and the potential for hazardous material incidents are the main threats to Guildhall. Local officials are proactive in preparing for the hazards for which they are most vulnerable. Their highest priority concern is the health safety and welfare of the local citizens and businesses. The mitigation action determined to have the highest priority was the most cost effective alternative to the community. Readiness and timeliness of project was also important.

The evaluating of the STAPLEE criteria is takes into consideration the best available information, any engineering evaluations, and best judgment. The action listed in Table 3-B is important to community, cost effective and feasibility to the community.

Table 3-B Mitigation Projects by Priority

Project/Priority	Mitigation Action	Who is Responsible	Time Frame and Potential Funding	Initial Implementation Steps
Culvert upgrades on Fellows Rd. and Granby Rd. HIGH	One new culvert is needed on each road to prevent future washouts. A cost estimate of \$100,000 has been provided by a hydraulic study.	The Selectboard and Road Commissioner	2005/6 HMGP, PDM-C, FMA, Bridge and Culvert Program	Seek appropriate grant source, obtain cost estimate and apply for funding.
Generator - HIGH	A generator is needed for emergency backup power at the potential shelters.	The Selectboard and Local emergency Management Coordinator	2005/6 HMGP, PDM-C, FMA	Seek appropriate grant source, obtain cost estimate and apply for funding.
Rescue Boat	The village area is in the floodplain with potential access points closed off in flooding	The Selectboard and Local emergency Management Coordinator	2005/6 HMGP, PDM-C, FMA	Seek appropriate grant source, obtain cost estimate and apply for funding.
Shelter Pre-Agreement	Guildhall local officials are interested in developing a Red Cross Pre-Agreement.	The Selectboard and Local emergency Management Coordinator	2005/6 - free	Contact the local VT Red Cross office – 1-800-660-9130, Tim Stetson
GIS mapping of NFIP areas	Identify flood areas with vulnerable structures consistent with Vermont GIS mapping effort.	Northeastern Vermont Development Association	2006/7 – FEMA FMA funds, HMGP or EMPG funds	Coordinated statewide NFIP mapping effort for all towns.

Section Four - Plan Maintenance Process

4.1 Initial Approval Process

In addition to public involvement in the initial development of the plan, opportunities for public comment will include a warned adoption to review the plan prior to final adoption. The fire chief has been instrumental in participating in the review of the document with local officials.

After local review and comment, the draft local annex is presented to the State Hazard Mitigation Committee through the State Hazard Mitigation Officer (SHMO) for review and comment. The SHMO will issue a recommendation for forwarding the plan to the FEMA Region I. After receipt of comments from FEMA Region I staff, final changes will be made and the resulting document adopted by the Guildhall Selectboard. The final plan will be returned to FEMA Region I for formal approval.

4.2 Routine Plan Maintenance

The Hazard Mitigation Plan is dynamic and changing. To ensure that the plan remains current it is important that it be updated periodically. The plan shall be updated every five years, pending ongoing financial resources, in accordance with the following procedure:

- 4.2.1 The Guildhall Selectboard will either act as the review committee or appoint a review committee.
- 4.2.2 The committee will discuss the process to determine if the evaluation criteria is still appropriate or modifications or additions are needed to the mitigation strategies based on changing conditions since the last update occurred. Data needs will be reviewed, data sources identified and responsibility for collecting information will be assigned to members.
- 4.2.3 A draft report will be prepared based on the evaluation criteria and in conformance with the FEMA Region I Local Hazard Mitigation Plan Crosswalk document.
- 4.2.4 The Selectboard will have the opportunity to review the draft report. Consensus will be reached on changes to the draft.
- 4.2.5 Changes will be incorporated into the document.
- 4.2.6 The plan will be reviewed by Vermont Emergency Management (SHMO) staff and then FEMA Region I staff.
- 4.2.7 VEM and FEMA comments will be incorporated into the plan.
- 4.2.8 The Selectboard will warn the plan for approval at its regular meeting.
- 4.2.9 The Selectboard will incorporate any community comments into the plan.
- 4.2.10 The Selectboard will finalize and adopt the plan and distribute to interested persons.

4.3 Programs, Initiatives and Project Review

Although the plan will be reviewed, pending ongoing financial resources, in its entirety every five years the town may review and update its programs, initiatives and projects more often based on the above procedure as changing needs and priorities arise.

4.4 Post-Disaster Review Procedures

Should a declared disaster occur, a special review will occur in accordance with the following procedures:

1. Within six (6) months of a declared emergency event, the town will initiate a post-disaster review and assessment.
2. This post-disaster review and assessment will document the facts of the event and assess whether existing Hazard Modification Plans effectively addressed the hazard.
3. A draft report After Action Report of the assessment will be distributed to the Review/ Update Committee.
4. A meeting of the committee will be convened by the Selectboard to make a determination whether the plan needs to be amended. If the committee

determines that NO modification of the plan is needed. Then the report is distributed to interested parties.

5. If the committee determines that modification of the plan IS needed, then the committee drafts an amended plan based on the recommendations and forwards it to the Selectboard for public input.
6. The Selectboard adopts the amended plan.

Section Five - Maps

Tab a - Critical Facilities and Local Areas of Concern Map

