

Montgomery LHMP Meeting Minutes
April 7, 2025 | 05:30 p.m.
Public Safety Building- Conference Room / Hybrid
86 Mountain Rd. / VT-242, Montgomery Center, VT 05471

Attendance: Charlie Hancock (Selectboard Chair), Greg Lucas (EMD), Doug Kopacz (Fire Chief), Mark Brouillette (Public Works), Shaun Coleman (NRPC)

The meeting began at 5:30 p.m. Shaun provided a power point presentation on the town's capabilities, policies, and plans a, new FEMA requirements, community outreach efforts, and timeline. There was some discussion on a community survey and outreach plan which was sent to the planning group.

The goal of the meeting was to review the town's capabilities, policies, and plans as they relate to hazard mitigation. The discussion covered various town documents, emergency preparedness, ordinances, roles and responsibilities. Town annual budget information will be provided by the Treasurer.

Key Topics Discussed

1. FEMA Plan requirements. In March, FEMA's plan requirements changed as follows:

- Removed requirement to involve representatives from non-profit organizations, including community-based organizations *"that work directly with and/or provide support to underserved communities and socially vulnerable populations, among others"*.
- Removed requirement: *"Different communities may necessitate more targeted outreach and engagement, especially underserved communities."*
- Removed requirement of public involvement *"including how underserved communities and vulnerable populations within the planning area were provided an opportunity to be involved."*
- Removed risk assessment requirement for the effects *"of future conditions, including climate (e.g. long-term weather patterns, average temperature and sea levels"*.
- Removed the asset vulnerability requirement for *"including underserved communities and socially vulnerable populations"*.
- Removed *"Impacts must include the effects of climate change, changes in population patterns (migration, density, or the makeup of socially vulnerable populations), and changes in land use and development."*
- Removed requirement that *"The range of actions considered should include mitigation actions that benefit underserved communities and socially vulnerable populations."*
- Removed Action Plan prioritization requirement that alleviates long-term risks *"from future conditions, including climate change and benefit underserved communities."*
- Removed requirement to incorporate mitigation plan into *"climate actions plans"*.
- Removed plan revision requirements for *"potential development"* and *"climate change"* and *"or shifts in the needs of underserved communities or gaps in social equity."*

2. Existing Town Plans and Policies

Town Plan

- The selectboard formally adopts the plan.
- The Planning Commission drafts the Plan
- No significant gaps identified.

Zoning Bylaws

- Currently being revised by Planning Commission
- River Corridor Regulations.
- Existing resources, assets and capabilities
- Municipal staffing roles and responsibilities

- Future updates will address new flood plain maps

Emergency Operations Plan

- EMD is Greg, Deputy EMD is Doug
- Filled out by EMD, adopted by Selectboard annually
- Recently added Search and Rescue Team (18 members)
- Future updates will use the new state template including shelter contact info.
- Potential development of a debris annex

Mutual Aid Agreements

- Franklin County International Mutual Aid Agreement
- Includes Quebec municipalities along border
- North Country International Mutual Aid Agreement

Road and Infrastructure

- Adopted State Road and Bridge Standards in 2025
- Road Erosion Inventory – Next reassessment due 10/31/27
- Bridge and Culvert Inventory – Updated annually by Road Foreman and Road Commissioner
- Class 4 Roads Policy 2021
- Town Highway Strategic Plan (draft 2025)

Additional Policies

- Procurement Policy 02/20/2020
- Conflicts of Interest Policy 03/19/2018

3. Staffing Capabilities

Paid Staffing

- Water Operator (part -time)
- Road Foreman, Deputy Foreman and 1 highway crew member plus 1 backup (part-time)
- Town Clerk, Treasurer and Assistant (part-time)
- Zoning Administrator(part-time)
- Listers (Stipend)
- Constable (Stipend), Health Officer (Stipend)

Volunteer Staffing

- Committees and Boards (Selectboard, Planning, Development Review Board, Rec., Justice of the Peace, Library, Water)
- Animal Control, Fire Department, r, Fire Commissioner, Fire Warden, Financial Controls, Tree Warden
- Listers

4. Budget

- FY23 = \$1,351,274 (Actual)
- FY24 Budget = \$1,680,986 (Actual)
- FY25 Budget = \$1,330,003
- FY26 Budget = \$1,441,378
- Total Municipal Grandlist = \$1,696,286.77
- Reserve Fund Balance = \$1,074,261.23

The next meeting was set for May 5th at 5:30 p.m. to update Mitigation Actions and Strategies.

The meeting adjourned at 6:30 p.m. approximately.

Action Items:

NRPC will send out meeting minutes and schedule the next meeting.

NRPC will follow up with Town Treasurer and Clerk for capital budget.

Montgomery committee members will promote Communication/Outreach Plan.

Montgomery committee members will track grant match.