

Newburyport Resiliency Committee (NRC) Notes from May 31st 2018 Planning Meeting

- **Attendees**
David Chatfield, Molly Ettenborough, Julia Godtfredson, Jon Eric White
- **NRC Mission Statement**
The Newburyport Resiliency Committee will analyze, coordinate and develop a plan in conjunction with regional planning efforts to increase community resilience related to sea level rise, storm surge, flooding and extreme weather events throughout the city.
- **Resiliency Plan**
 - Capture Resiliency Plan action points with responsibilities and start and end dates if possible. **(David Chatfield by June 18)**
 - A meeting was held with the Mayor and a request for \$15,000 to be transferred from free cash will be made at the June 4th Council meeting.
 - A narrative for the request will be generated for the Mayor to present **(Jon-Eric White by June 1)**
 - Storm Surge will present an official proposal **(Mike Morris June 10th)**
 - A Resiliency account will be established **(Molly Ettenborough by June 10th)**
 - It was confirmed that the outline developed by Jon Eric will be used for the format.
 - If approved the target date for starting the Resiliency Plan will be July 1 and completion of a final draft for review by November 1 2018.
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- **Municipality Vulnerability Plan (MVP)**
 - Final Report Issued today (May 31 2018) by our consultant Ellie Bake of Horsley Witten Group
 - Listening Session
As a condition of the grant the City needs to have a public meeting (listening session). The guidelines were attached to the May 3 meeting.
 - Date and time: June 28th 6:30 pm to 8: pm
 - Location: City Hall auditorium is booked but the Senior Center is being investigated. This needs to be confirmed before the public notifications are issued. **(Julia Godtfredson June 1)**
 - Mike Morris will use the Storm Surge facebook and e lists to get the invitation out and will also provide information to the Daily News. Questions from the Daily News will be directed to David Chatfield. **(Arrangements to be in place by June 10th Mike Morris)**

- The meaning of “listening will be confirmed with Ellie Baker (HW consultant.) (**David Chatfield June 5th**)
- Photos from HW of the MVP workshop will be requested. **David Chatfield June 5th**
- An agenda for the meeting based on meeting the guidelines will be generated and reviewed with the mayor (**Molly Ettenborough by May 17**). The likely order will be:
 - M Morris as the leader from Storm Surge will introduce the session, identify the NRC members, and outline the session agenda.
 - D Chatfield will review purpose, intent, objectives, and outcomes of the MVP workshop process. Then the seven prioritized action items will be outlined.
 - Question and answers will be taken and the feedback documented regarding the seven action items. Different members of the NRC will be nominated to be the lead for each action item.
 - Question and answers will be taken regarding any other aspects of the MVP and the feedback documented.
 - Mayor will summarize and thank the participants.
 - Time will be given for members of the public to submit written comments on index cards. The comments will be included with the MVP report along with the other feedback.
 - Index cards will be provided to attendees to write down questions and a flip chart will be used to record comments arising from the presentation. (**Julia Godtfredson June 1**)
 - A first draft of a PP presentation will be developed. Use will be made of the HW PP. (**Molly Ettenborough by June 5th**).
 - Need to provide a link on the City page to make the report available. .(**Molly Ettenborough by June 28th**).
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○ Grants

A MVP action grant has been submitted submitted bon May 18 by Jon Eric White and Nancy London on an application to cover elevations for the development of protection for the WWTP.

In addition a grant application for improving resiliency at Cashman Park is being submitted as a CZM grant. This is aimed at protecting the boat ramp, playing fields, pump station, dog park, and rail trail from flooding. This was not in line with the MVP priorities This was reviewed by Jon Eric White and the decision made to move forward.

A decision was taken by Jon Eric White that there was no time to

make the MVP application include multiple action items from the MVP.

- **Community Rating System (CRS)**

- The Mayor confirmed (at a separate meeting) that Newburyport would be interested in and consider a shared Resiliency Officer as proposed by the HKS students.
- D Chatfield attended the HKS student presentation to S Moulton. The presentation was essentially the same as presented in Newburyport. Morgan Bell is arranging a meeting of interested towns and cities to discuss sharing resources. D Chatfield will attend and report back to the committee. **(David Chatfield by June 10)**

- **Future Meetings**

It was agreed that there would be a meeting shortly before the MVP Listening session for ME, JG, JEW, and DC to ensure everything is in place.

It was agreed that the Resiliency Committee Meetings organization should be as follows

- A monthly schedule of meetings to be established as the Resiliency Committee work has now increased as we transition to implementing adaptation plans. The Resiliency Committee will meet on the third Thursday of each month.
- Duration to be targeted as one hour with the flexibility to reduce as we progress through implementations.
- We will use options such as phone conferencing so that committee members have an option if they cannot attend in person.
- Target agenda to be issued one week prior to the meeting and minutes to be issued two days after the meeting. The agenda to include update of meeting action points
- The minutes to include actions with clear responsibilities and target dates.
- As City employees are stretched it is suggested that the meeting minutes be documented by a non city employee.
- Other suggestions appreciated.