

Phase 1: Joint MVP/HMP Planning Project

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Updated

PROGRESS REPORT

19 AUG 2022

16 DEC 2022

14 AUG 2023

The content herein is an abbreviated summary to document the progress of the Town of Holland joint Municipal Vulnerability Preparedness MVP-Hazard Mitigation Planning HMP Project. The purpose is to provide a brief but accurate account of the development of the project, to comply with MVP reporting standards,¹ and to comply with the Environmental Hazard Mitigation Project (management) recommendations.² Please note, this report is not intended to represent a full and complete description of every subject discussed during meetings and may not provide each and every item of correspondence concerning the project.

On November 5, 2021, the Town of Holland applied for funding through the Executive Office of Energy and Environmental Affairs EEA MVP Planning Grant³ to engage with a state-certified provider that will assist us in identifying infrastructural, societal, and environmental vulnerabilities. By evaluating strengths that help make the community more resilient to climate change and natural hazards we can explore nature-based solutions to address identified vulnerabilities, develop and prioritize actions, and delineate subsequent steps for the protection of our municipality. On January 24, 2022, we were notified that we received the grant in the amount of \$27,000.⁴ On March 17, 2022, the Town officially partnered with Central Massachusetts Regional Planning Commission CMRPC⁵ to complete the MVP/Hazard Mitigation Planning Project.⁶

On April 13, 2022, we held our first in-person meeting with CMRPC. At this meeting, CMRPC provided us with a background on the MVP&HMP Program and conducted a review of expectations for both CMRPC and the municipality. In compliance with the criteria of the grant, the Town is required to assemble a Core Team in order to participate in meetings, workshops, and listening sessions. Core Team members are responsible for:

- Assisting CMRPC in identifying and securing access to relevant data or staff to inform planning.
- Identifying stakeholders to invite to workshops and lead invitation/RSVP process.
- Providing scribes for workshops.
- Leading outreach for public listening sessions.
- Providing feedback on summary of findings report.
- Grant reporting and documentation of in-kind match to CMRPC.

CMRPC is responsible to:

- Organize and lead Core Team meetings.
- Organize and lead workshops, including preparation of presentations and other materials.
- Organize and lead public listening sessions.

¹ [MVP Quarterly Report Template](#)

² [Environmental Hazard Mitigation Project- Project Management Recommendations](#)

³ [MVP Planning Grant- EEA](#)

⁴ [MVP Planning Grant- Award Letter](#)

⁵ [Central Massachusetts Regional Planning Commission CMRPC](#)

⁶ [Procurement of Services Letter- to CMRPC](#)

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- Prepare and submit summary of findings report.

Prior to the April 13 meeting the Town had already assembled a Core Team consisting of Bryan Haughey, Clelland Johnson, Stacy Stout, and Ernest Fancy. All members were present at the April 13 meeting and our hope was to add additional members that day. Fortunately, 2 members of the Planning Board, Robert Parron and Peter Frei were present and offered to join the group. Additionally, Richard Haller, Trails Committee Chair was present virtually. Documents related to the April 13 meeting can be found below.⁷

On April 25, 2022, we signed the official contract with CMRPC and on April 27, 2022, we received an amended contract from the EEA extending the deadline for project completion from June 30, 2022, to June 30, 2023.⁸

On June 29, 2022, we held our second in-person meeting with CMRPC. Present at this meeting were the majority of the Core Team members and Andrew Harhay, Finance Board Chair, who joined the Team on June 23, 2022. This was the result of Ernest Fancy resigning from the Team as his Vice Chair position on the Finance Board had been vacated when he became a member of the Board of Selectmen in July. Samuel Spratlin, member of the Lake Oversight Committee and the Conservation Commission also joined the Team on April 20, 2022. Prior to the meeting, on June 9, 2022, I provided the Team members with a copy of the updated Phase 1- (Joint MVP/HMP Planning Project) document via email.⁹ Documents related to the June 29 meeting can be found below.¹⁰

On August 11, 2022, we held our third in-person meeting with CMRPC. At this meeting, we were introduced to Danielle Marini who assumed the role of project coordinator for CMRPC. We also finalized our invitation for the MVP Workshop that will be held on Saturday, September 10, 2022, beginning at 9:00 AM at the Holland Community Center.¹¹ Additionally, we decided to develop a general landing page for the MVP Program on the Town of Holland website.¹² Email correspondence pertaining to the landing page as well as other miscellaneous email correspondence concerning the overall program can be found below.¹³ Correspondence pertaining to various proposals that were submitted to the Team¹⁴ and the documents related to the August 11 meeting can be found below.¹⁵ On August 2, 2022, Finance Board member Karen Peret joined the Core Team.

On August 19, 2022, in accordance with MVP reporting requirements, I submitted a quarterly report¹⁶ to our EEA Regional Coordinator, Andrew Smith. On the same day, I also began disseminating the (MVP) Program Workshop invitation publically on social media, to local municipal departments through internal email correspondence, and to outside stakeholders via email. Included in outside stakeholder distribution are the following:

⁷ [April 13, 2022 Meeting Documents](#)

⁸ [EEA Extension-CMRPC Contract-April 2022](#)

⁹ [Phase 1 Joint MVP/HMP Planning Project Update \(June 1, 2022\)](#)

¹⁰ [June 29, 2022 Meeting Documents](#)

¹¹ [MVP Program Workshop Invitation \(September 10, 2022\)](#)

¹² [Landing Page-MVP HMP Program](#)

¹³ [Landing Page-Email Correspondence](#)

¹⁴ [Planning Board & LOC Proposals and Email Correspondence](#)

¹⁵ [August 11, 2022 Meeting Documents](#)

¹⁶ [MVP EEA Quarterly Progress Report \(August 19, 2022\)](#)

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- Tantasqua Regional School District- Union 61 (Superintendent Deborah Boyd)
- Holland Elementary School (Principal Jennifer Dold)
- Holland Public Library (Director Tracie Scott)
- The Friends of the Hamilton Reservoir Association
- The Friends of the Holland Community Center
- Stop Abuse Today Inc
- Army Corps of Engineers ACOE (Keith Beecher)- Holland Pond- Lake Siog
- Norcross Wildlife Sanctuary
- The Last green Valley Inc (Lois Bruinooge)- Quinebaug Woods- Leadmine Wildlife Management Area
- Opacum Land Trust
- Holland Congregational Church
- Aqua Riders of Holland
- Holland Rod & Gun Club
- National Grid Electric (Carl Hartwick)
- EEA (Andrew Smith)
- MEMA (Local Coordinator Scott Flebotte - Jeffrey Zukowski)
- Senator Anne Gobi
- Senator Ryan Fattman
- State Representative Todd Smola
- The bordering Towns of Brimfield, Sturbridge, Wales, and Union CT

16 DEC 2022 UPDATE:

On September 7, 2022, we held a pre-Community Resilient Building CRB Workshop meeting with CMRPC and members of the Core Team, and on September 10, 2022, we held the Workshop at the Holland Community Center.

On November 3, 2022, the Team held a natural hazards meeting and on November 17, 2022, we met to review critical infrastructure. On December 1, 2022, we met to begin the development of mitigation strategies.

At those meetings we completed an update of the Town's critical infrastructure, facilities, and vulnerable populations, prepared a survey that members of the community can access to help understand the current and future natural hazards that residents are most concerned about, and reviewed the existing protection measures and mitigation strategies that are listed in the Town's previous Hazard Mitigation Plan.

On December 13, 2022, the survey that was created during the previous meetings was published on the Town website and distributed via e-mail.¹⁷

On December 15, 2022, the Team held a local planning meeting. Present at this meeting in addition to some of the Core Team members were Jennifer Gumlaw, the Town Administrator's Assistant, and Elizabeth Crawford of the Holland Open Space Committee.

¹⁷ [Hazard Mitigation Plan \(HMP\) and Municipal Vulnerability Preparedness \(MVP\) Public Survey](#)

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On December 16, 2022, in accordance with MVP reporting requirements, I submitted a quarterly report¹⁸ to our EEA Regional Coordinator, Andrew Smith.

14 AUG 2023 UPDATE:

On January 12, 2023, the Core Team held a meeting with CMRPC for approximately 2 hours.

On March 28, 2023, in response to an e-mail from Danielle Marini, Bryan Haughey submitted recommendations for amendments to the Vulnerable Populations and Facilities to Protect (tab) of the MVP Excel (One Drive) Spreadsheet. This included minor adjustments for purposes of accuracy and clarity.¹⁹ Included, was a request to provide an update for the 2016 Mitigation Strategies (tab) which needed to be completed after consultation with the Town of Holland Highway Surveyor, Brian Johnson.

On May 16, 2023, we received a contract extension for the project. In the e-mail received from Trish Settles, we were advised that FEMA released new LHMP policy requirements that became effective on April 19, 2023.²⁰

On May 22, 2023, Bryan Haughey e-mailed Wenzheng Wang the 2016 Mitigation Strategies amendments that were updated on the (One Drive) Spreadsheet. This update was completed after the data was obtained from Highway Surveyor Johnson earlier in May.²¹ Wenzheng assumed the responsibility of point of contact- POC for CMRPC after Danielle Marini left the company.

On August 8, 2023, Bryan Haughey e-mailed Wenzheng requesting an update on the status of the project in order to provide the appropriate information to the Core Team.²²

On August 9, 2023, Bryan Haughey received a written request from the Town Administrators Office in which Core Team member Peter Frei wrote that he is seeking copies of any communications with the Central Massachusetts Regional Planning Commission “per e-mail or mail between February 25th, 2023 and July 31, 2023, and copies of any invoices paid yet to Central Massachusetts Regional Planning Commission for their services”. Bryan Haughey provided the available communications to him via e-mail on the same day in accordance with FOIA guidelines.²³

On August 10, 2023, Bryan Haughey received a reply via e-mail from Trish Settles stating that Wenzheng is leaving the company and Julia Moore will be taking over the project as we work to develop the HMP for submittal under the new guidelines to MEMA/FEMA for review. She also advised that she reached out to Andrew Smith (EEA) and that he indicated the MVP will be reviewed next month, and when they hear from him, they will be in touch as to next steps. On August 11, 2023, Bryan Haughey forwarded this e-mail to the Core Team members.²⁴ On August 14, 2023, Bryan Haughey posted this document and the attachments on the landing page and e-mailed the same to the Core Team members.

¹⁸ [MVP EEA Quarterly Progress Report \(December 16, 2022\)](#)

¹⁹ [\(Excel Sheets for Holland MVP/HMP\) e-mail](#), February 26, 2023, March 27, 2023, March 28, 2023

²⁰ [\(Contract Extension\) e-mail May 16, 2023](#), see signed contract e-mail response May 23, 2023

²¹ [E-mail to Wenzheng Wang on May 22, 2023](#), response e-mail May 23, 2023

²² [E-mail to Wenzheng Wang on August 8, 2023](#)

²³ [Records request reply letter and e-mail](#)

²⁴ [E-mail from Trish Settles on Update August 10, 2023](#), forwarded to Core Team August 11, 2023