



# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER  
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JOHN J. BARTHELMES  
COMMISSIONER

August 18, 2015

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

## Requested Action

Pursuant to RSA 21-P:43, the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) requests authorization to enter into a Memorandum of Agreement (MOA) with the Department of Environmental Services (DES) [VC# 177894-B001] for \$224,936.00 to support the Flood Hazard Program, which provides support for two full-time personnel and associated benefits necessary to support the program of conducting assessments and providing technical assistance to communities for the identification of river-induced public safety hazards in New Hampshire. Effective upon Governor and Council approval through September 30, 2016. Funding source: 100% Federal Funds.

Funding is available in the SFY 2016 operating budget as follows:

02-23-23-236010-80920000	Dept. of Safety	Homeland Sec-Emer Mgmt	100% EMPG Local Match
072-500576	Grants to Other State Agencies-Federal		
Activity Code: 23EMPG 2014			\$ 224,936.00

## Explanation

This MOA between HSEM and the Department of Environmental Services is to support the Flood Hazard Program for the identification of river-induced public safety hazards. To address the initiatives under this grant, existing flood hazards program staff will undertake the following three (3) activities.

First, program staff will run a hydrologic model to predict and assign a categorical rating for the ability of culverts to pass high water flow discharges during flood events. The resulting data will be provided to the regional planning commissions in support of their work with communities. Data will be evaluated to determine whether a particular stream crossing can pass flows at a range of discharges. A report summarizing the results will be compiled and provided to the towns in the involved communities. Second, in collaboration with New Hampshire Silver Jackets partners (a group formed to provide related technical assistance to communities), program staff will provide outreach to town officials and citizens on hazard mitigation concepts, including the need to undertake preventive actions, such as ensuring culverts are clear of debris, and using the available data from this project as a tool to prioritize culverts for upsizing replacement in order to enhance the passage of greater flows and decreasing the possibilities of culvert blowouts and upstream flooding. Third, program staff will support the New Hampshire Silver Jackets by providing river assessment assistance in the Town of Hinsdale, in a project that has been recently approved by federal Silver Jackets personnel. This will include the performance of an assessment of a brook of concern in Hinsdale, in addition to select stream crossing assessments. The results of these assessments will be provided to the town in the form of a compiled report that identifies the findings and hazard mitigation options.

To supplement the outreach sessions, program staff will revise existing guides on flooding and river hazards, which will then be distributed. Staff will also provide technical assistance relative to the stream crossing results. The combination of these activities, both the data collection and reporting component and outreach, will increase understanding in communities of the need to address flood risks through preemptive mitigation approaches in order to reduce hazard risks and make communities

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and infrastructure more resilient during future flood events. Additionally, data will be provided directly to communities, as well as technology transfer and outreach relative to flood risk issues as part of our state's long-term flood hazard mitigation strategy.

The MOA listed above is funded from the FFY'14 Emergency Management Performance Grant, which was awarded to the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) from the Federal Emergency Management Agency (FEMA). The grant funds may be used to measurably improve all-hazard planning and preparedness capabilities/activities, to include mitigation, preparedness, response, and recovery initiatives at the state and local level. Applications are submitted to this office, which are reviewed by the HSEM Planning Chief, Assistant Planning Chief and Field Representatives and approved by the HSEM Director. The criteria for approval are based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

The Emergency Management Performance Grant is 50% federally funded by FEMA with a 50% match requirement supplied by DES. DES acknowledges their match obligation as part of Section V of the Memorandum of Agreement.


In the event that Federal Funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,



Thomas S. Burack  
Commissioner of Environmental Services

Respectfully submitted,



John J. Barthelmes  
Commissioner of Safety

**MEMORANDUM OF AGREEMENT (MOA)  
BETWEEN  
THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES  
AND  
THE NEW HAMPSHIRE DEPARTMENT OF SAFETY**

**FFY '14 Emergency Management Performance Grant (EMPG) Program**

**Flood Hazards Program**

**I. PURPOSE**

The purpose of this project is to support the Flood Hazards Program, which provides support for two full-time personnel and associated benefits necessary to support the program of conducting assessments, and providing technical assistance to communities, for the identification of river-induced public safety hazards in New Hampshire.

**II. PARTIES**

The parties to this agreement are New Hampshire Department of Environmental Services (hereinafter DES) and the New Hampshire Department of Safety, Division of Homeland Security and Emergency Management (hereinafter HSEM).

**III. AUTHORITY**

The Emergency Management Performance Grant (EMPG) awarded by HSEM supports activities associated with all-hazard planning and preparedness capabilities and activities, to include preparation, prevention, response, recovery, and mitigation initiatives. This EMPG Program supports the personnel and data management support necessary for assistance to communities relative to site-specific issues throughout the state, in which will include the conductance of assessments in the Town of Hinsdale to continue the ongoing identification of areas at risk from river changes and issues caused by flooding in New Hampshire.

**IV. SCOPE OF WORK**

Flooding, river erosion and channel changes are a continuing issue in New Hampshire, and create the need to address the challenges posed by these events, which have recently included a legislative study committee to examine flood mitigation issues. Key recommendations of this committee are to increase understanding, particularly by local officials, of hazard mitigation concepts, and of the further need to address culverts incapable of passing high flows. The New Hampshire Silver Jackets has been formed to provide related technical assistance to communities. To address these initiatives under this grant, existing flood hazards program staff will undertake three activities.

First, program staff will run a hydrologic model, using methods already developed and employed in New Hampshire to predict and assign a categorical rating for the ability of culverts to pass high water flow discharges during flood events. The resulting data will be provided to the regional planning commissions in support of their work with communities, and to enable them to incorporate the information into their ongoing hazard mitigation activities with towns. Data will be in GIS format, and will evaluate whether a particular stream crossing can pass flows at a range of discharges. A report summarizing the results will be compiled and provided to the towns in the involved communities.

Second, program staff, in collaboration with New Hampshire Silver Jackets partners, will provide outreach to town officials and citizens on hazard mitigation concepts, including the need to undertake preventive actions, such as ensuring culverts are clear of debris, and using the available data from this project as a tool to prioritize culverts for upsizing replacement in order to enhance the passage of greater flows and decreasing the possibilities of culvert blowouts and upstream flooding.

Third, program staff will support the New Hampshire Silver Jackets by providing river assessment assistance in the Town of Hinsdale, in a project that has been recently approved by federal Silver Jackets personnel. This will include the performance of an assessment of a brook of concern in Hinsdale, in addition to select stream crossing assessments. The results of these assessments will be provided to the town in the form of a compiled report that identifies the findings and hazard mitigation options.

To supplement the outreach sessions, program staff will revise existing guides on flooding and river hazards, which will then be distributed. Staff will also provide technical assistance relative to the stream crossing results. The combination of these activities, both the data collection and reporting component and outreach, will increase understanding in communities of the need to address flood risks through preemptive mitigation approaches in order to reduce hazard risks and make communities and infrastructure more resilient during future flood events. Additionally, data will be provided directly to communities, as well as technology transfer and outreach relative to flood risk issues as part of our state's long-term flood hazard mitigation strategy.

Grant performance activities must be recorded in Quarterly Progress Reports (QPRs) and submitted to HSEM within fifteen (15) days after the end of each quarter until the project is complete. Failure to submit reports on time can result in loss of funding for projects and future grant awards.

Sub-recipients of the EMPG Program receiving over \$25,000.00 must also comply with the Federal Funding Accountability and Transparency Act (FFATA) by completing and returning a FFATA Sub-Recipient Information Reporting Form within two (2) weeks of award notification. This form will be provided at time of award notification.

## **V. FUNDING**

HSEM agrees to provide financial assistance from the FFY '14 EMPG Program in the amount of \$224,936.00 to DES in support of the tasks listed above, in accordance with Section IV. The financial assistance to be provided by HSEM under this MOA requires that DES provide a 50% matching contribution of the total project amount. The match requirement of \$224,936.00 will be met by DES through the DES Dam Bureau, Dam Registration Fund.

DES shall maintain financial records, supporting documents, and all other pertinent records for a period of three (3) years. In these records, DES shall maintain documentation of the 50% cost match required by this grant and agreed upon by DES.

Payments shall be made by HSEM to DES quarterly through submittal of invoices for services rendered. DES agrees to document \$224,936.00 in matching expenditures.

**VI. TERMINATION**

Either party may terminate this agreement by providing notice to the other thirty (30) days prior to termination.

**VII. DURATION**

This agreement shall continue in effect from October 1, 2015 until September 30, 2016, unless terminated earlier by either party.

**VIII. AGREEMENT**

In WITNESS THEREOF, the parties hereto have executed this agreement, which shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve the agreement.

**NH Department of Environmental Services**

**NH Department of Safety**

Thomas S. Burack  
Thomas S. Burack  
Commissioner

John A. Barthelmes  
John A. Barthelmes  
Commissioner

7/30/2015  
Date

8/19/15  
Date

Approved by the Attorney General this 27th day of August, 2015, as to form, substance and execution.

OFFICE OF THE ATTORNEY GENERAL

[Signature]