

SECTION 7: PLAN MAINTENANCE PROCEDURES

This section describes the system that Town of Blooming Grove and all participating jurisdictions have established to monitor, evaluate, and update the mitigation plan; implement the mitigation plan through existing programs; and solicit continued public involvement for plan maintenance.

MONITORING, EVALUATING AND UPDATING THE PLAN

This section presents the procedures for monitoring, evaluating, and updating the plan.

The Town of Blooming Grove Mitigation Planning Committee (MPC) intends to remain intact as the organization responsible for monitoring, evaluating and updating this Plan. The Town of Blooming Grove Hazard Mitigation Planning Coordinator, James Farr (Town Engineer) shall continue to act as the coordinator for the MPC. Each participating jurisdiction is expected to maintain representation on the MPC who shall fulfill the monitoring, evaluation and updating responsibilities identified in this Section. Table 7-1 identifies the representation of the MPC as of the date of this Plan as indicated in each jurisdiction’s annex (Section 9).

Table 7-1. Mitigation Planning Committee

Organization	Name	Title	POC	Alternate POC
Town of Blooming Grove	Frank Fornario	Supervisor	X	
	James Farr	Town Engineer		X
Village of South Blooming Grove	Rob Jeroloman	Mayor	X	
	John Hickey	Deputy Mayor		X
Village of Washingtonville	David Heintz	Mayor	X	
	James Farr	Village Engineer		X
Washingtonville Central School District	Paul Niendstadt	Director of Operations	X	
	Robbie Greene	Superintendent		X

It is recognized that individual commitments change over time, and it shall be the responsibility of each jurisdiction and its representatives to inform the HMP Coordinator of any changes in representation by formal letter. The HMP Coordinator will strive to keep the committee makeup as a uniform representation of planning partners and stakeholders within the planning area. The planning committee shall be informed at the time of each change in representation on the committee and will vote on the committee membership at semi-annual progress meetings to be coordinated by the HMP Coordinator. The HMP Coordinator shall maintain the current membership of the MPC in the Town of Blooming Grove Hazard Mitigation Plan.

Monitoring

The MPC shall be responsible for monitoring progress on, and evaluating the effectiveness of, the Plan, and documenting this in an annual progress report to be prepared initially one year after approval (thus starting the “Five Year Update Clock”) for annual plan review and reporting requirements. Prior to the annual meeting of the MPC (detailed below), local MPC representatives will collect and process the annual reports from the departments, agencies and organizations involved in implementing mitigation projects or activities identified in their jurisdictional annexes (Volume II, Section 9) of this Plan, or conduct phone calls and meetings with persons responsible for initiating and/or overseeing the mitigation projects to obtain progress information. Copies of any grant applications filed on behalf of any of the participating jurisdictions shall be provided to the MPC. Further, the representatives shall obtain from their municipal supervisor/administrator or clerk any public comments made on the plan and provide them to the MPC for inclusion in the annual report.

The MPC representatives shall be expected to document, as needed and appropriate:

- Hazard events and losses occurring in their jurisdiction including their nature and extent and the effects that hazard mitigation actions have had on impacts and losses,
- Progress on the implementation of mitigation actions, including efforts to obtain outside funding for mitigation actions,
- Any obstacles or impediments to the implementation of actions,
- Additional mitigation actions believed to be appropriate and feasible,
- Public and stakeholder input and comment on the Plan.

Local MPC representatives may use the progress reporting forms, Worksheets #1 and #3 in the FEMA 386-4 guidance document, to facilitate collection of progress data and information on specific mitigation actions. FEMA guidance worksheets are provided in Appendix D. Alternatively, the Hazard Mitigation Planning Coordinator may develop and distribute other progress reporting forms for completion by the participating jurisdictions.

Local progress reports shall be provided to the Planning Area HMP Coordinator at least two weeks prior to the annual MPC plan review meeting to be held in the month of May.

Evaluating

The evaluation of the mitigation plan is an assessment of whether the planning process and actions have been effective, if the Plan goals are being reached, and whether changes are needed. The Plan will be evaluated on an annual basis to determine the effectiveness of the programs, and to reflect changes that may affect mitigation priorities or available funding.

The status of the HMP will be discussed and documented at an annual plan review meeting of the Mitigation Planning Committee, to be held in the month of October. In April, at least one month before the annual plan review meeting, the Town of Blooming Grove HMP Coordinator will advise MPC members of the meeting date, agenda and expectations of the members.

The Town of Blooming Grove HMP Coordinator will be responsible for calling and coordinating the annual plan review meeting, and assessing progress toward meeting plan goals and objectives. These evaluations will assess whether:

SECTION 7: MAINTENANCE PROCEDURES

- Goals and objectives address current and expected conditions.
- The nature or magnitude of the risks has changed.
- Current resources are appropriate for implementing the HMP and if different or additional resources are now available.
- Actions were cost effective.
- Schedules and budgets are feasible.
- Implementation problems, such as technical, political, legal or coordination issues with other agencies exist.
- Outcomes have occurred as expected.
- Changes in municipal resources impacted plan implementation (for example, funding, personnel, and equipment)
- New agencies/departments/staff should be included, including other local governments as defined under 44 CFR 201.6.
- Documentation for hazards that occurred during the last year

Specifically, the MPC will review the mitigation goals, objectives, and activities/projects using performance based indicators, including:

- New agencies/departments created that have authority to implement mitigation actions or are required to meet goals, objectives, and actions
- Project evaluation based on current needs of the mitigation plan
- Project completion regarding progress of proposed or ongoing actions
- Under/over spending regarding proposed mitigation action budgets
- Achievement of the goals and objectives
- Resources and Resource allocation to note if resources are required, and whether they are available, to implement mitigation actions and activities
- Timeframes comment on whether proposed schedules are sufficient to address actions
- Budgets note if budget basis should be changed or is sufficient
- Lead/support agency commitment note if there is a lack of commitment on the part of lead or support agencies
- Feasibility comment regarding whether certain goals, objectives, or actions prove to be unfeasible

Finally, the MPC will evaluate how other programs and policies have conflicted or augmented planned or implemented measures, and shall identify policies, programs, practices, and procedures that could be modified to accommodate hazard mitigation actions (see the “Implementation of Mitigation Plan through Existing Programs” subsection later in this Section). Other programs and policies can include those that address:

- Economic Development
- Environmental Preservation & Permitting
- Historic Preservation
- Redevelopment
- Health and/or safety



SECTION 7: MAINTENANCE PROCEDURES

- Recreation
- Land use/zoning
- Public Education and Outreach
- Transportation

The MPC may refer to the evaluation forms, Worksheets #2 and #4 in the FEMA 386-4 guidance document (provided in Appendix D), to assist in the evaluation process.

The MPC Coordinator shall be responsible for preparing an Annual HMP Progress Report, based on the provided local annual progress reports from each jurisdiction, information presented at the annual MPC meeting, and other information as appropriate and relevant. These annual reports will provide data for the 5-year update of this HMP and will assist in pinpointing implementation challenges. By monitoring the implementation of the Plan on an annual basis, the MPC will be able to assess which projects are completed, which are no longer feasible, and what projects may require additional funding.

This annual progress report shall apply to all planning partners, and as such, shall be developed according to an agreed format and with adequate allowance for input and comment of each planning partner prior to completion and submission to the State Hazard Mitigation Officer. Each planning partner will be responsible for providing this report to its governing body for their review. During the annual MPC meeting, the planning partners shall establish a schedule for the draft development, review, comment, amendment and submission of the Annual HMP Progress Report to NYSOEM.

The Annual HMP Progress Report shall be posted on the Town of Blooming Grove Hazard Mitigation Plan website (<http://www.townofbloominggroveny.com/Media/2013HazardMitigationPlan.aspx>) to keep the public apprised of the Plan's implementation. This report will also be provided to each community participating in the CRS (as applicable) to meet CRS Activity 510 and annual CRS recertification requirements. To meet this recertification timeline, the MPC will strive to complete the review process and prepare an Annual HMP Progress Report by the end of October.

The Plan will also be evaluated and revised following any major disasters, to determine if the recommended actions remain relevant and appropriate. The risk assessment will also be revisited to see if any changes are necessary based on the pattern of disaster damages or if data listed in the Section 5.4 (Hazard Profiles) of this Plan has been collected to facilitate the risk assessment. This is an opportunity to increase the community's disaster resistance and build a better and stronger community.

Updating

44 CFR 201.6.d.3 requires that local hazard mitigation plans be reviewed, revised as appropriate, and resubmitted for approval in order to remain eligible for benefits awarded under DMA 2000. It is the intent of the Town of Blooming Grove MPC to update this Plan on a five year cycle from the date of initial plan adoption.

To facilitate the update process, the Town of Blooming Grove HMP Coordinator, with support of the MPC, shall use the **third annual MPC meeting** (May of 2016 assuming this Plan is approved in 2013) to develop and commence the implementation of a detailed Plan update program. The Town of Blooming Grove HMP Coordinator shall invite representatives from NYSOEM to this meeting to provide guidance on plan update procedures. This program shall, at a minimum, establish who shall be responsible for managing and completing the Plan update effort, what needs to be included in the updated plan, and a detailed timeline with milestones to assure that the update is completed according to regulatory requirements.



At this meeting, the MPC shall determine what resources will be needed to complete the update. The Town of Blooming Grove HMP Coordinator shall be responsible for assuring that needed resources are secured.

Following each five year update of the mitigation plan, the updated plan will be distributed for public comment. After all comments are addressed, the HMP will be revised and distributed to all municipal planning committee members, special purpose district participants and the New York State Hazard Mitigation Officer.

IMPLEMENTATION OF MITIGATION PLAN THROUGH EXISTING PROGRAMS

Participating jurisdictions have provided a detailed listing of related programs, through which mitigation planning may be implemented, in the local capability assessments provided in each jurisdictional annex (Volume II, Section 9).

It is the intention of the MPC and participating jurisdictions to incorporate mitigation planning as an integral component of daily government operations. MPC members will work with local government officials to integrate the newly adopted hazard mitigation goals and actions into the general operations of government and partner organizations. Further, the sample adoption resolution (Appendix B) includes a resolution item stating the intent of the local governing body to incorporate mitigation planning as an integral component of government and partner operations. By doing so, the MPC anticipates that:

- 1) Hazard mitigation planning will be formally recognized as an integral part of overall emergency management efforts;
- 2) The Hazard Mitigation Plan, Comprehensive/Master Plans, and Comprehensive Emergency Management Plans for the Town of Blooming Grove and Villages of South Blooming Grove and Washingtonville will become mutually supportive documents that work in concert to meet the goals and needs of its residents; and
- 3) Duplication of effort can be minimized.

The information on hazard, risk, vulnerability and mitigation contained in this Plan is based on the best science and technology available at the time of the Plan's preparation. It is recognized by all participating jurisdictions that this information can be invaluable in making decisions under other planning programs, such as comprehensive, capital improvement, and emergency management plans.

Existing processes and programs through which the mitigation plan should be implemented are described below. Many of these areas of implementation are included in the specific mitigation strategies included in Section 9 of this plan.

The plan participants will make every effort to implement the relevant sections and or data contained in the hazard mitigation plan utilizing administrative, budgetary, regulatory processes as well as partnerships to the maximum extent.

SECTION 7: MAINTENANCE PROCEDURES

Administrative

Administrative processes include departmental or organizational work plans, policies or procedural changes. These could be addressed in the following departments:

- Public Works
- Building/Engineering
- Planning
- Emergency Services
- Health and Social Services
- Transportation
- Business and Economic Development

In addition it will be recommended to include reference of the HMP in the risk reduction section of the Emergency Operations Plan and in Municipal Emergency Operations Plans and in any updated master plans.

Additional administrative measures may include the creation of unpaid internships to assist in hazard mitigation plan maintenance.

Budgetary

In terms of budgetary processes, the town will review capital budgets to include a line item for mitigation actions, and will urge municipalities to do likewise.

Regulatory

Regulatory measures such as the creation of executive orders, ordinances, and other regulatory directives will be considered to support hazard mitigation in the following areas:

- Comprehensive Planning - Institutionalize hazard mitigation for new construction and land use.
- Zoning and Ordinances
- Building Codes-enforcement of codes or higher standard in hazard areas
- Capital Improvements Plan - Ensure that the person responsible for projects under this plan evaluate if the new construction is in a high hazard area, flood plain, etc. so the construction is designed to mitigate the risk. Revise requirements for this plan to include hazard mitigation in the design of new construction.
- National Flood Insurance Program – Continue participation in this program and increase participation in Community Rating System Program
- Continue to implement storm water management plans.
- Prior to formal changes (amendments) to master plans, zoning, ordinances, capital improvement plans, or other mechanisms that control development must be reviewed to ensure they are consistent with the hazard mitigation plan

Funding

The following sources shall be considered to fund eligible projects:

- Apply for grants from federal or state government, nonprofit organizations, foundations, and private sources including Pre-Disaster Mitigation Program (PDM), Flood Mitigation Assistance Program (FMA), and the Hazard Mitigation Grant Program (HMGP-Stafford Act, Section 404).
- Research grant opportunities through U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG)
- Other potential federal funding sources include:
 - Stafford Act, Section 406 – Public Assistance Program Mitigation Grants
 - Federal Highway Administration
 - Catalog of Federal Domestic Assistance
 - United States Fire Administration – Assistance to Firefighter Grants
 - United States Small Business Administration Pre and Post Disaster Mitigation Loans
 - United States Department of Economic Development Administration Grants
 - United States Army Corps of Engineers
 - United States Department of Interior, Bureau of Land Management
 - Other sources as yet to be defined
 - Additional funding sources are included in Appendix E

Partnerships

The following opportunities for partnerships will be encouraged to provide a broader support and understanding of hazard mitigation:

Existing Committees and Councils

- Local Government Committees:
 - Environmental Commissions
 - Planning Boards
 - Zoning Board of Appeals
 - Shade Tree Commissions
 - Media and Communications
 - Merchants Association
 - Property Owners Association
 - County Park Commission
 - County 4H
 - Somerset County Energy Council

Creative Partnerships for funding and incentives

- Public-Private Partnerships including utilities and businesses
- State Cooperation
- In-kind resources

Working with other federal, state, and local agencies

- Army Corps of Engineers (USACE)
- American Red Cross
- Department of Homeland Security (DHS)
- Federal Emergency Management Agency (FEMA)
- National Oceanic and Atmosphere Agency (NOAA)
- National Weather Service (NWS)
- New Jersey Department of Transportation (NJDOT)
- New Jersey Department of Environmental Protection (NJDEP)
- NJ State Police Office of Emergency Management (SEMO)
- United States Department of Agriculture (USDA)
- United States Department of Transportation (USDOT)
- United States Geological Service (USGS)
- Watershed Associations

During the annual plan evaluation process, the MPC will identify additional policies, programs, practices, and procedures that could be modified to accommodate hazard mitigation actions, and include these findings and recommendations in the Annual HMP Progress Report.

Regarding the incorporation of the hazard mitigation plan into day to day municipal operations and land use, each jurisdiction is committed to support hazard mitigation goals in their communities as noted below. Furthermore, each jurisdictional annex in Section 9 of this plan indicates how each mechanism will be utilized in the future.

Operating Budget: When preparing budgets, Hazard Mitigation Actions will be funded as budget allows. Construction projects will be evaluated to see if they meet the Hazard Mitigation goals and objectives.

Municipal Budget: Adopted annually, the municipalities will review Mitigation Actions when allocating funding.

Capital Improvement Budget: When constructing budgets Hazard Mitigation Actions will be funded as budget allows. Construction projects will be evaluated to see if they meet the Hazard Mitigation goals and objectives.

Municipal Ordinances: When updating municipal ordinances Hazard Mitigation will be a priority.

Grant Applications: Data and maps will be used as supporting documentation in grant applications

Day to Day Operations: Hazard Mitigation Actions will be incorporated in daily operations and all projects, as a goal of the municipality.

Land Use Regulations: When applicable the municipalities will incorporate Hazard Mitigation Actions in the development and extent of land use regulations.

Building and Zoning Ordinances: A variety of building and zoning regulations will be used to restrict the uses of land and establish building specifications. Prior to land use, zoning changes or development permitting the municipalities will review the hazard mitigation plan and other hazard analysis to ensure consistent and compatible land use.

SECTION 7: MAINTENANCE PROCEDURES

Capital Improvement Budget: When constructing upcoming budgets, Hazard Mitigation Actions will be funded as budget allows. Construction projects will be evaluated to see if they meet the Hazard Mitigation goals and objectives.

Prior to the development of this plan, hazard mitigation was addressed in various planning, zoning, building, and engineering activities. Many of these mitigation elements were incorporated into this hazard mitigation plan. A summary of documents and related mitigation actions is provided in Table 7.2 below. It is the intention of the planning partners to provide the hazard mitigation plan to the relevant agencies to support integration of appropriate mitigation plan data into these documents.

Table 7-2 Incorporation into Ongoing Planning, Zoning, Building, and Engineering Activities

Plan	Actions
Emergency Response (Management) Plan Town of Blooming Grove and Village of Washingtonville	<ol style="list-style-type: none"> 1. Training of Emergency Personnel to include ICS 2. Conduct exercises and drills to evaluate capabilities and preparedness (warning and communication equip, EOC) 3. Public Education - awareness of existing hazards, protective measures, provided free of charge and thru school system 4. Public Works will develop the capability to monitor identified hazard areas, in order to detect hazardous situations in their earliest stages (How to do this?) 5. Develop a Comprehensive Community Development Plan (Recovery / Re-Development Plan) 6. Finalize Emergency Alert System Plan (under development)
Washingtonville Central School District Safety Plan	<ol style="list-style-type: none"> 1. Each school can be used as evacuation site 2. Busses can be used for emergency transportation and evacuation 3. Disaster Mental Health BOCES Crisis Mgt. Team 4. Coordinate with School regarding Disaster Preparedness lessons and info packets (p. 9) 5. Additional training for school Building Response Team (self-defense, threat assessment, psychology, CERT etc., p. 41) 6. Identify other security improvements (p.43)
Willow Brook Dam EAP	<ol style="list-style-type: none"> 1. Test Emergency Action Plan 2. Install gauges 3. Explore and Install Warning system <p>Also explore Beaver Lake Dam maintained by Orange County</p>
Orange County Single Jurisdiction Hazard Mitigation February 2011	<p><i>Build and support local capacity to enable the public to prepare</i></p> <ol style="list-style-type: none"> 2.B) Develop a plan and seek funding for backup electric and telecommunications systems in county-owned critical facilities. 2. E) Implement public awareness, education, and outreach programs for all or targeted hazards. 2.F) Expanding upon the parcel data in the County's GIS to include such information as building square footage, year built, type, foundation type, and condition, would allow for a more accurate assessment of vulnerability. Use information to update plan. 2. G) Provide training for inspection and enforcement of adopted codes and ordinances. <p><i>Reduce the possibility of damage and losses due to tornadoes and high winds (including hurricanes).</i></p> <ol style="list-style-type: none"> 5. B) Provide low interest loans (or other form of financial assistance) for building safe rooms. 5. C) Provide technical assistance for building residential and community safe rooms. <p><i>Reduce the possibility of damage and losses due to winter storms.</i></p> <ol style="list-style-type: none"> 7. C) Implement ice and windstorm-resistant trees and landscaping practices to reduce tree debris-related hazards. <p><i>Reduce the possibility of damage and losses due to ice jams</i></p> <ol style="list-style-type: none"> 8.A. Implement monitoring and early warning measures at key locations <p><i>Reduce the possibility of damage and losses due dam failures</i></p> <ol style="list-style-type: none"> 9.B Enforce participation in/compliance with National and NYSDEC / NYSEMO Dam Safety Programs. 9.C) Investigate sources of funding to assist private dam owners to complete

SECTION 7: MAINTENANCE PROCEDURES

	<p>required repairs/maintenance. Investigate low interest loans to owners and/or jurisdiction acting as guarantor of private owners' loans.</p> <p>9. D) Notify owners of property in dam break inundation areas of risks, implement restrictions for new development in these areas.</p> <p>9. E) Investigate developing/updating of Emergency Action Plans including inundation mapping for dams where such plans do not exist or are considered outdated.</p> <p><i>Reduce the possibility of damage and losses due to flooding.</i></p> <p>11. C) Obtain specialist training and certification from the Association of State Floodplain Managers (e.g. Certified Floodplain Manager) for local staff tasked with enforcement of relevant codes and flood-related ordinances.</p> <p>11. E) Develop a Countywide gauging and warning system for flash and riverine flooding.</p> <p>11. G) Further investigate repetitively flooded properties. Although there are currently no County-owned RLPs, explore mitigation opportunities for repetitively flooded properties for other owners, and if necessary, investigate acquisition, relocation, elevation, and flood-proofing measures to protect these properties.</p> <p>11. H) Identify locations/structures suitable for construction of floodwalls and other barriers such as raised roads.</p> <p>11. I) Conduct stream maintenance programs and seek financial assistance to clean out stream segments with heavy sediment deposits, excess debris and bank vegetation.</p> <p>11. J) Develop specific mitigation solutions for flood-prone roadways and intersections. This can include, but is not limited to, actions such as culvert upgrades, drainage improvements, road raisings, etc.) Develop a work plan for when sites will be surveyed and what role can the local government plays in the selection and implementation of mitigation activities (e.g. any monetary or contextual support through the local capital improvement plan).</p> <p>11. K) Implement wetlands development regulations and restoration programs.</p> <p>11. L) Implement identified stormwater recharge, rate or volume projects identified in Regional Stormwater Management Plans to decrease "flash" in streams during/after storm events.</p> <p>11. M) Implement and enforce open space preservation programs.</p>
<p style="text-align: center;">Orange County Comprehensive Plan Strategies for Communities</p>	<p>3. Open Space and Farmland Goal: Identify undeveloped areas of the County as appropriate for permanent open space, establish acquisition priorities and conserve farmland to enhance the open space character of the County as well as to diversify its economic base.</p> <p>15. Environmental Infrastructure Goal: Encourage the provision of adequate utility systems that meet the needs of Orange County residents and businesses while balancing the preservation and quality of the County's natural resources.</p> <p>16. Water Supply Goal: Provision of an adequate supply of high quality water in support of the county's residential and business community.</p> <p>17. Sewerage treatment Goal: Ensure the availability of environmentally sound sewer treatment systems and disposal techniques appropriate for different land development patterns which serve existing development and provide sufficient capacity to accommodate anticipated residential and business growth.</p>

CONTINUED PUBLIC INVOLVEMENT

The mitigation planning partnership has identified continued public outreach as a high priority mitigation initiative (see Section 9.1). Under this initiative, the partnership will continue to maintain and provide links to the Plan’s hazard mitigation webpage, continue to provide ongoing media releases and other public notifications regarding where the public can review the Plan and provide ongoing input, and may include public meetings to further promote awareness of the Plan.

Copies of the Plan shall continue to be made available for review at the Town mitigation website and in hard-copy during normal business hours at the Town Hall.

Municipal supervisors/mayors or clerks, the Washingtonville school board, and the Town of Blooming Grove HMP Coordinator will be responsible for receiving, tracking, and filing public comments regarding this HMP.

The public will have an opportunity to comment on the Plan at the annual review meeting for the HMP and during the 5-year plan update. The annual progress reports will be posted on the Town of Blooming Grove mitigation website in addition to the Hazard Mitigation Plan. Town of Blooming Grove will maintain this website, posting the annual progress reports and maintaining an active link to collect public comments.

The Town of Blooming Grove HMP Coordinator is responsible for coordinating the Plan evaluation portion of the meeting, soliciting feedback, collecting and reviewing the comments, and ensuring their incorporation in the 5-year plan update as appropriate. Additional meetings may also be held as deemed necessary by the planning group. The purpose of these meetings is to provide the public an opportunity to express concerns, opinions, and ideas about the mitigation plan. Annual progress reports will also be posted to the project web site.

The Jurisdictional MPC representatives shall be responsible to assure that:

- Public comment and input on the Plan, and hazard mitigation in general, are recorded and addressed, as appropriate. Opportunity to comment on the plan will be provided directly on the project web site. Provisions for public comment in writing will also be made. All public comments shall be addressed to:

James M. Farr, P.E., Town Engineer
Town of Blooming Grove
Town Hall
Horton Road and Route 94
Blooming Grove, NY 10914
(845) 496-5223
- Copies of the latest approved Plan (or draft in the case that the five year update effort is underway) are available for review at the locations identified above along with forms and instructions to facilitate public input and comment on the Plan.
- Appropriate local links to the Town of Blooming Grove Hazard Mitigation Plan website are maintained. The web site will be maintained throughout the course of the project, and during the plan implementation phase.
- Public notices are made as appropriate to inform the public of the availability of the Plan, particularly during Plan update cycles.

SECTION 7: MAINTENANCE PROCEDURES

The Town of Blooming Grove HMP Coordinator shall be responsible to assure that:

- Public comment and input on the Plan, and hazard mitigation in general, are recorded and addressed, as appropriate.
- The Town of Blooming Grove HMP website is maintained and updated as appropriate.
- All public and stakeholder comments received are document and maintained.
- Copies of the latest approved Plan (or draft in the case that the five year update effort is underway) are available for review at the locations identified above, along with instructions to facilitate public input and comment on the Plan.
- Public notices, including media releases, are made as appropriate to inform the public of the availability of the Plan, particularly during Plan update cycles.

