



VILLAGE OF HASTINGS-ON-HUDSON

Municipal Building
7 Maple Avenue
Hastings-on-Hudson, New York 10706

Date: _____

Director Dennis Delborgo
Westchester County Department of Emergency Services
Office of Emergency Management
200 Bradhurst Avenue
Hawthorne, NY 10532

Subject: Westchester County Multi-jurisdictional Hazard Mitigation Plan Update
Authorization and Letter of Intent to Participate – Village of Hastings-on-Hudson

Dear Mr. Delborgo:

Per your letter, dated January 14, 2020, the Village of Hastings-on-Hudson, is committed to participating in the Westchester County Hazard Mitigation Plan (HMP) Update project. By way of this letter, the Village of Hastings-on-Hudson:

1. Authorizes the Westchester County Hazard Mitigation Steering Committee (“Steering Committee”), to guide and direct this planning process, perform certain parts of the planning process, and prepare certain parts of the plan documents on our behalf.

2. Agrees to meet the minimum requirements of municipal participation (a.k.a. the Planning Partner Expectations), specifically:

- Execute and return this “Authorization and Acknowledgement” letter to the Westchester County Department of Emergency Services, attention: Dennis Delborgo, Director-Emergency Management.
- Designate municipal representatives to serve as the planning points of contact (POC), below. These individuals will be responsible for representing the municipality and assuring that these participation expectations are met by the municipality.
- Involve the local NFIP Floodplain Administrator in the planning process.
- Provide representation at municipal Planning Committee meetings (~ 3 meetings over 3 months, in addition to a Kick-Off Meeting and a Mitigation Strategy Workshop).
- Assist with the identification of stakeholders within the community that should be informed and potentially involved with the planning process.
- Coordinate local planning activities with the Steering Committee selected to oversee the development of this plan.
- Identify specific mitigation actions and potential funding sources to address each of the natural hazards posing significant [or high or medium] risk to the municipality.
- Provide data and information about the municipality in a timely manner as requested by the Steering Committee and/or the contract consultant, including:
 - Mitigation project activity in the municipality in the last five years, including progress on previously identified mitigation actions
 - Structure and facility inventory data including identified Critical Facilities
 - Planned new development and anticipated development projects
 - Natural hazard risk areas including FEMA Special Flood Hazard Areas

- Natural hazard events and losses that have impacted the municipality in the last five years
- Plans, studies, reports and ordinances addressing natural hazard risk
- Disaster evacuation routes, procedures, and shelter plans
- Potential sites for placement of temporary housing for residents displaced by disasters.
- Support public outreach efforts in the municipality which may include:
 - Providing notices of the planning project on your municipal website with links to a County project website
 - Providing notice of the planning project, the availability of Plan documents, and notice of public meetings via available local media (e.g. newsletters, flyers, email blasts, social media, etc.)
 - Advertising and supporting public meetings in the municipality and area
 - Supporting outreach to National Flood Insurance Program (NFIP) Repetitive Loss and Severe Repetitive Loss property owners in the municipality.
- Review draft Plan sections when requested and provide comment and input as appropriate within established time schedules.
- Facilitate the process to adopt the Plan by resolution of the municipal governing body after FEMA conditional approval.
- Track and periodically provide the Steering Committee with reports of municipal staff and volunteer labor spent on the planning process for the purpose of meeting the non-Federal grant match.

3. Assigns the following persons to be the Points of Contact for the municipality. We understand that these POCs are responsible for assuring municipal representation at municipal Planning Committee meetings, and assuring that the other minimum requirements of jurisdictional participation, as detailed in the Planning Partner Expectations above, are met.

Primary POC: Mary Beth Murphy	Position/Department: Village Manager
Phone Number: (914) 478-3400 ext. 617	Email Address: villagemanager@hastingsgov.org
Alternate/Secondary POC: Charles Minozzi	Position/Department: Building Inspector
Phone Number: (914) 478-3400 ext. 645	Email Address: cminozzi@hastingsgov.org

4. Our designated local Floodplain Administrator (FPA) under the NFIP is:

Name of NFIP FPA: Charles Minozzi	Position/Department: Building Inspector
Phone Number: (914) 478-3400 ext.645	Email Address: cminozzi@hastingsgov.org

5. Recognizes that failure to meet the minimum participation expectations and deadlines, as determined by the Steering Committee will result in the municipality being excluded from the planning process.

Sincerely,

Mary Beth Murphy
Village Manager