



MEETING MINUTES

DATE OF MEETING: October 20, 2014

LOCATION: Hingham Town Hall
Hingham, MA

TIME: 10:00 a.m.

ATTENDEES:

Monica Conyngham – Steering Committee – Resident
Mary Savage Dunham - Steering Committee – Planning
Roger Fernandes – Steering Committee – Town
Scott McIsaac – Steering Committee – Con Com
Jim Murphy – Steering Committee - Resident
Abby Piersall – Steering Committee – Planning
Walter Sullivan – Planning Board
Jason Burtner – MA CZM
Andre Martecchini – Kleinfelder

RECORDED BY: Andre Martecchini

CC: Attendees, File

SUBJECT: Hingham Climate Change Vulnerability Risk Assessment
Adaptation Study
Meeting No. 2 – Review of Draft Study Parameter Memo

Kleinfelder No.: 20152625.001A

DISCUSSION:

1. Andre Martecchini reviewed the draft Study Parameter memo. It documented much of the discussion from the September 15, 2014 meeting and described the proposed deliverables for Phase 2.
2. Abby Piersall asked if the deliverable could include GIS maps for tide only scenarios for the three study time horizons. She said that it would be good to know the vulnerability of municipal infrastructure for tide only which would be a daily occurrence, versus tide plus storm surge which is a much rarer event and which can often be planned for in advance of a storm. Andre Martecchini said that he did not think that it would be an issue. He would check with Woods Hole Group to make sure a tide-only scenario can be developed from the ADCIRC model. (**Note – it can and will be incorporated into the final Study Parameter memo.**)

3. Andre Martecchini said that the proposed deliverables will include up to five (5) probability of exceedence curves for specific agreed upon locations. Abby Piersall asked if the GIS layers delivered to the town would include the capability of producing probability of exceedence curves at any location. Andre said that he will check with Woods Hole Group. Andre will add a sample of a probability of exceedence curve to the final Study Parameter memo. **(Note – It may be possible for the town to develop probability of exceedence curves if the entire database is part of the deliverable. This can be done, but there may be some file size issues that might make it difficult for the town to use. This will be explored in further discussions.)**
4. Discussed public outreach process for the project. To start public outreach process, it was agreed that the Selectmen should be briefed on the status of the project with a short presentation on the project’s objectives and general approach, without getting into a lot of details. The Selectmen’s meeting on November 6, 2014 is the target. Andre Martecchini will draft a PowerPoint presentation and Abby Piersall and Mary Savage Dunham will add some additional slides. Some key items to discuss include:
 - This is a planning effort
 - It will focus on municipal infrastructure
 - How might it compliment (if at all) work being done regarding the FEMA mapping
 - What will the overall process be
 - Overall schedule and budget
 - A project website will be used
5. It was agreed that a follow-up public meeting will be held as a joint Conservation Commission/Planning Board meeting. This meeting can go into a little more detail as to our objectives and technical approach. This meeting will be publicized at the November 6th Selectmen’s meeting. Andre Martecchini will prepare a draft PowerPoint presentation for this meeting. The goal of this meeting will be to inform the public about this project’s objectives, and more importantly say what the project will not be doing to help manage expectations.
6. Abby Piersall said that there will be a project website set up as a link from the Planning Department’s website. All public presentations, meeting minutes, reports and graphics will be uploaded to the site.



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7. Roger Fernandes said that he uploaded a number of documents to the ftp site and he asked to see if they came through and if we need additional information.

If you feel that there are errors, discrepancies, and/or omissions, please notify Kleinfelder within 5 days of receipt of this report. After 5 days, these minutes will be deemed correct in every aspect and accepted by all concerned. Corrections can be e-mailed to: amartecchini@kleinfelder.com.