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Sue Minter, Irene Recovery Officer

## MEMORANDUM

**To:** Municipal Officials Involved in Irene Recovery  
**From:** Sue Minter, Irene Recovery Officer  
**Date:** July 9, 2012  
**Re:** Updates for FEMA Public Assistance & More

As we reach the tenth month of recovering from Vermont's greatest disaster in a century, I am reaching out to communicate on several issues that I believe may be of interest to you. To begin, I want to express my deep appreciation and gratitude for all your hard work, and to express my sympathy for the ways that your community is still enduring challenges caused by Irene. I know that while many Vermonters see Irene as a distant memory, for many others it remains a daily struggle. Recognizing this, Governor Shumlin has asked me to continue in the role of Irene Recover Officer until the end of calendar year 2012. Our goal is to continue to support you, and the citizens in your community, through this next phase of disaster recovery.

Thanks also to VLCT for helping to be a liaison between towns and the state. We greatly appreciate assistance with distributing this memo and other ongoing outreach efforts. To further assist you in answering questions, we are partnering with VLCT to have a conference call for municipal officials to discuss outstanding questions and concerns you may have regarding FEMA Public Assistance. Join our call on: Thursday, July 26 at 2:00 p.m.

### FEMA Public Assistance (PA) staff:

I know that for municipal officials with significant infrastructure damage, the FEMA Public Assistance program is something you are still managing through. I want to make sure you have access to state staff to help you with questions. **Ben Rose**, of Vermont Emergency Management (VEM), has assumed the role of Public Assistance Officer and can be reached at: [ben.rose@state.vt.us](mailto:ben.rose@state.vt.us); 802.585.4719. He is in direct contact with FEMA officials in Vermont, spending much of his week at the Joint Field Office, and can help answer FEMA questions. **Alec Portalupi & Gary Schelley** of VTrans will continue to provide technical assistance regarding specific projects, along with the staff at the VTrans Transportation Districts. Alec can be reached at: [alec.portalupi@state.vt.us](mailto:alec.portalupi@state.vt.us); 802.279.3447. VTrans continues to administer the FEMA PA program – responsible for payments and oversight for your FEMA PA project reimbursements. **Coleen Krauss** of the VTrans Grants Management Unit (802.828.0631; [coleen.krauss@state.vt.us](mailto:coleen.krauss@state.vt.us)) can help answer questions around payment processing.

### Clarification of Payment Process and "\$0.03 rule":

In accordance with executive initiative and legislative authorization, the Secretary of Administration has developed special provisions for the non-federal cost share for FEMA PA sub-grants to municipalities for Irene and the other declared federal disasters of 2011. These provisions allow for municipal share requirement for FEMA Public Assistance to be limited to an amount equal to the revenue raised by a hypothetical \$0.03 tax increase to the tax department's 2011

Equalized Municipal Grand List for each town as calculated by Finance and Management. The attached spreadsheet presents the Department of Finance and Management's calculation of potential costs. The amount in the last column represents the threshold of municipal responsibility for the non-federal share of FEMA Public Assistance. Over and above this threshold, State reimbursement of FEMA-eligible actual costs to municipalities will be at 100%. This special assistance pertains only to FEMA-eligible actual costs for municipalities, and is only relevant to the following declared disasters of 2011: 4022-DR-VT; 1995-DR-VT; 4001-DR-VT; 4043-DR-VT.

Please note that towns may need to invoice the state to receive their FEMA PA payments. While "small" projects, (less than \$63,900- as defined by FEMA), will be reimbursed to towns as soon as they are obligated by FEMA, the "large" projects (greater than \$63,900) are paid on a reimbursement basis and municipalities must submit requests for partial payment and progress documentation to the state before they can be reimbursed. If you have additional questions regarding the process for these fund reimbursements, please feel free to contact Coleen Krauss at the VTrans Grants Management unit, at 828-0631 ([coleen.krauss@state.vt.us](mailto:coleen.krauss@state.vt.us)).

### **FEMA Project Worksheet Challenges & Appeals to FEMA Eligibility Determination:**

We would like to be notified of outstanding issues you are experiencing with FEMA's Public Assistance Program, such as projects deemed ineligible for assistance or Project Worksheets for which you disagree with scope or cost. Under FEMA's regulations on appeals, 44 C.F.R. § 206.206, towns are responsible for submitting appeals to the State within 60 days of the decision being appealed. The State then has 60 more days to forward appeals to FEMA, with recommendations.

If you intend to appeal a FEMA decision, please submit the following information to the Public Assistance Officer, Ben Rose ([ben.rose@state.vt.us](mailto:ben.rose@state.vt.us); 802.585.4719), within 60 days from the date of the FEMA action or determination: the PW reference number; a brief written description of the project and timeline (what happened up to now); and the grounds for your appeal. In forwarding to FEMA Region 1, we will endeavor to seek resolution through less formal channels (i.e. "request for reconsideration"), which may, in some cases, entail compiling additional information and/or an additional site visit. Note that the State will not have the resources to pursue all issues, and will necessarily rely on towns to provide timely and detailed information to support appeals. I recommend contacting Ben ASAP if you know that you intend to pursue an appeal. We will seek to request reconsiderations with FEMA, and/or advise you in preparing necessary documentation.

### **Audit Preparations:**

We understand that, nationally, one out of every seven dollars granted by FEMA is "clawed back" by the federal government following post-disaster audits. We are concerned that all FEMA PA sub-applicants follow proper procedures for documenting work in advance of a federal audit. To assist towns, VLCT is working with the office of the state auditor to sponsor seminars on this topic with experts. VTrans is also conducting pre-audit visits to assess town preparations. If you have not already been contacted, you may soon receive a call or visit from the VTrans audit unit to help with your preparations.

### **Irene Anniversary Commemoration Plans**

The Irene Recovery Office (IRO) is also working to play a coordinating and supporting role for communities that may be planning Irene Anniversary Commemorations. I will be in touch again soon, on behalf of the Anniversary Advisory Committee, to learn about any activities being planned in your community. We seek to inspire local activities, encourage participation, and help Vermonters feel connected and supported in their ongoing recovery work.

Thank you for your ongoing public service, and for being a partner in our brave little state's recovery from Tropical Storm Irene and our other 2011 weather-related disasters.

# AOA FEMA PA Eligible Actual MATCH Criteria - Results

## Three Cents on 2011 Equalized Grand List

### Act 75 -2012 Budget Adjustment

| Town/Village Name | 2011 Equalized Municipal GL | Three Cents multiplied by GL | Town/Village Name  | 2011 Equalized Municipal GL | Three Cents multiplied by GL |
|-------------------|-----------------------------|------------------------------|--------------------|-----------------------------|------------------------------|
| Addison           | 1,804,240                   | \$54,127.20                  | Goshen             | 241,720                     | \$7,251.60                   |
| Albany            | 898,940                     | \$26,968.20                  | Grafton            | 1,583,510                   | \$47,505.30                  |
| Andover           | 1,584,750                   | \$47,542.50                  | Granville          | 394,840                     | \$11,845.20                  |
| Arlington         | 3,234,600                   | \$97,038.00                  | Greensboro         | 2,368,950                   | \$71,068.50                  |
| Athens            | 362,120                     | \$10,863.60                  | Groton             | 1,154,660                   | \$34,639.80                  |
| Baltimore         | 166,390                     | \$4,991.70                   | Guilford           | 2,484,150                   | \$74,524.50                  |
| Barnard           | 3,123,390                   | \$93,701.70                  | Halifax            | 1,254,530                   | \$37,635.90                  |
| Barnet            | 2,319,600                   | \$69,588.00                  | Hancock            | 326,000                     | \$9,780.00                   |
| Barre City        | 4,954,550                   | \$148,636.50                 | Hardwick           | 1,736,060                   | \$52,081.80                  |
| Barre Town        | 7,070,730                   | \$212,121.90                 | Hartford           | 14,378,720                  | \$431,361.60                 |
| Barton            | 1,139,194                   | \$34,175.82                  | Hartland           | 4,297,160                   | \$128,914.80                 |
| Barton Village    | 355,456                     | \$10,663.68                  | Holland            | 598,700                     | \$17,961.00                  |
| Bennington        | 10,617,240                  | \$318,517.20                 | Hubbardton         | 1,174,000                   | \$35,220.00                  |
| Benson            | 997,550                     | \$29,926.50                  | Huntington         | 2,117,270                   | \$63,518.10                  |
| Berlin            | 4,535,580                   | \$136,067.40                 | Ira                | 500,060                     | \$15,001.80                  |
| Bethel            | 1,914,190                   | \$57,425.70                  | Irasburg           | 1,032,840                   | \$30,985.20                  |
| Bolton            | 1,330,290                   | \$39,908.70                  | Jamaica            | 2,397,190                   | \$71,915.70                  |
| Braintree         | 1,015,830                   | \$30,474.90                  | Jay                | 2,276,580                   | \$68,297.40                  |
| Brandon           | 3,335,470                   | \$100,064.10                 | Johnson            | 1,354,881                   | \$40,646.43                  |
| Brattleboro       | 11,356,730                  | \$340,701.90                 | Johnson Village    | 612,059                     | \$18,361.77                  |
| Bridgewater       | 2,101,190                   | \$63,035.70                  | Killington         | 8,567,350                   | \$257,020.50                 |
| Bridport          | 1,364,580                   | \$40,937.40                  | Kirby              | 516,610                     | \$15,498.30                  |
| Brighton          | 1,394,000                   | \$41,820.00                  | Landgrove          | 1,066,420                   | \$31,992.60                  |
| Bristol           | 3,118,150                   | \$93,544.50                  | Leicester          | 1,698,550                   | \$50,956.50                  |
| Brookfield        | 1,543,890                   | \$46,316.70                  | Lincoln            | 1,663,920                   | \$49,917.60                  |
| Brookline         | 756,510                     | \$22,695.30                  | Londonderry        | 4,127,430                   | \$123,822.90                 |
| Brownington       | 765,350                     | \$22,960.50                  | Lowell             | 835,770                     | \$25,073.10                  |
| Burlington        | 40,437,670                  | \$1,213,130.10               | Ludlow             | 12,685,002                  | \$380,550.06                 |
| Cambridge         | 5,362,220                   | \$160,866.60                 | Ludlow Village     | 1,560,998                   | \$46,829.94                  |
| Castleton         | 5,051,510                   | \$151,545.30                 | Lunenburg          | 938,870                     | \$28,166.10                  |
| Cavendish         | 2,603,090                   | \$78,092.70                  | Lyndon             | 3,738,080                   | \$112,142.40                 |
| Charleston        | 1,038,100                   | \$31,143.00                  | Manchester         | 11,590,420                  | \$347,712.60                 |
| Chelsea           | 1,196,980                   | \$35,909.40                  | Marlboro           | 1,572,660                   | \$47,179.80                  |
| Chester           | 3,940,750                   | \$118,222.50                 | Marshfield         | 1,333,200                   | \$39,996.00                  |
| Chittenden        | 1,640,770                   | \$49,223.10                  | Mendon             | 1,830,870                   | \$54,926.10                  |
| Clarendon         | 2,501,560                   | \$75,046.80                  | Middlebury         | 8,132,030                   | \$243,960.90                 |
| Corinth           | 1,417,520                   | \$42,525.60                  | Middlesex          | 2,003,050                   | \$60,091.50                  |
| Coventry          | 1,142,910                   | \$34,287.30                  | Middletown Springs | 953,780                     | \$28,613.40                  |
| Craftsbury        | 1,248,970                   | \$37,469.10                  | Milton             | 10,428,560                  | \$312,856.80                 |
| Danby             | 1,476,190                   | \$44,285.70                  | Montgomery         | 1,539,220                   | \$46,176.60                  |
| Danville          | 2,913,780                   | \$87,413.40                  | Montpelier         | 8,335,370                   | \$250,061.10                 |
| Dorset            | 6,718,820                   | \$201,564.60                 | Moretown           | 2,397,170                   | \$71,915.10                  |
| Dover             | 9,377,880                   | \$281,336.40                 | Morgan             | 1,713,940                   | \$51,418.20                  |
| Dummerston        | 2,600,930                   | \$78,027.90                  | Morristown         | 6,118,870                   | \$183,566.10                 |
| Duxbury           | 1,612,080                   | \$48,362.40                  | Mount Holly        | 2,670,770                   | \$80,123.10                  |
| East Montpelier   | 2,972,780                   | \$89,183.40                  | Mount Tabor        | 231,030                     | \$6,930.90                   |
| Elmore            | 1,412,720                   | \$42,381.60                  | Newbury            | 2,045,220                   | \$61,356.60                  |
| Enosburgh         | 1,921,220                   | \$57,636.60                  | Newfane            | 2,707,620                   | \$81,228.60                  |
| Fair Haven        | 1,708,420                   | \$51,252.60                  | Newport Town       | 1,869,720                   | \$56,091.60                  |
| Fayston           | 3,620,690                   | \$108,620.70                 | North Bennington   | 765,240                     | \$22,957.20                  |

6/22/2012

# AOA FEMA PA MATCH Criteria - Results

## Three Cents on 2011 Equalized Grand List

### Act 75 -2012 Budget Adjustment

| Town/Village Name  | 2011 Equalized Municipal GL | Three Cents multiplied by GL |
|--------------------|-----------------------------|------------------------------|
| Northfield         | 3,180,000                   | \$95,400.00                  |
| Northfield Village | 3,180,000                   | \$95,400.00                  |
| North Troy         | 1,262,670                   | \$37,880.10                  |
| Norwich            | 7,611,080                   | \$228,332.40                 |
| Orange             | 907,820                     | \$27,234.60                  |
| Orwell             | 1,395,600                   | \$41,868.00                  |
| Pawlet             | 2,014,640                   | \$60,439.20                  |
| Peacham            | 1,461,940                   | \$43,858.20                  |
| Peru               | 2,433,930                   | \$73,017.90                  |
| Pittsfield         | 973,730                     | \$29,211.90                  |
| Pittsford          | 3,748,100                   | \$112,443.00                 |
| Plainfield         | 1,158,540                   | \$34,756.20                  |
| Plymouth           | 2,544,340                   | \$76,330.20                  |
| Pomfret            | 2,470,720                   | \$74,121.60                  |
| Poultney           | 2,818,372                   | \$84,551.16                  |
| Poultney Village   | 628,138                     | \$18,844.14                  |
| Pownal             | 2,521,710                   | \$75,651.30                  |
| Proctor            | 1,146,450                   | \$34,393.50                  |
| Putney             | 2,449,230                   | \$73,476.90                  |
| Randolph           | 3,988,190                   | \$119,645.70                 |
| Reading            | 1,246,320                   | \$37,389.60                  |
| Readsboro          | 878,340                     | \$26,350.20                  |
| Richford           | 1,526,210                   | \$45,786.30                  |
| Richmond           | 4,564,960                   | \$136,948.80                 |
| Ripton             | 643,990                     | \$19,319.70                  |
| Rochester          | 1,574,080                   | \$47,222.40                  |
| Rockingham         | 2,205,278                   | \$66,158.34                  |
| Belows Falls       | 2,639,852                   | \$79,195.56                  |
| Roxbury            | 803,300                     | \$24,099.00                  |
| Royalton           | 2,530,610                   | \$75,918.30                  |
| Rupert             | 1,316,280                   | \$39,488.40                  |
| Rutland City       | 11,468,140                  | \$344,044.20                 |
| Rutland Town       | 8,293,230                   | \$248,796.90                 |
| Ryegate            | 1,443,220                   | \$43,296.60                  |
| Sandgate           | 678,740                     | \$20,362.20                  |
| Searsburg          | 333,360                     | \$10,000.80                  |
| Shaftsbury         | 3,350,980                   | \$100,529.40                 |
| Sharon             | 1,577,460                   | \$47,323.80                  |
| Sheffield          | 575,150                     | \$17,254.50                  |
| Shoreham           | 1,312,230                   | \$39,366.90                  |
| Shrewsbury         | 1,287,290                   | \$38,618.70                  |
| Somerset           | 88,650                      | \$2,659.50                   |
| South Burlington   | 28,428,700                  | \$852,861.00                 |
| Springfield        | 6,334,060                   | \$190,021.80                 |
| St. Johnsbury      | 5,701,700                   | \$171,051.00                 |
| Stamford           | 870,600                     | \$26,118.00                  |
| Stannard           | 168,090                     | \$5,042.70                   |
| Starksboro         | 1,729,370                   | \$51,881.10                  |

| Town/Village Name | 2011 Equalized Municipal GL | Three Cents multiplied by GL |
|-------------------|-----------------------------|------------------------------|
| Stockbridge       | 1,068,320                   | \$32,049.60                  |
| Stowe             | 21,290,660                  | \$638,719.80                 |
| Strafford         | 1,716,230                   | \$51,486.90                  |
| Stratton          | 8,224,560                   | \$246,736.80                 |
| Sudbury           | 831,650                     | \$24,949.50                  |
| Sunderland        | 1,504,240                   | \$45,127.20                  |
| Sutton            | 796,880                     | \$23,906.40                  |
| Thetford          | 3,721,680                   | \$111,650.40                 |
| Tinmouth          | 845,960                     | \$25,378.80                  |
| Topsham           | 1,001,340                   | \$30,040.20                  |
| Townshend         | 2,060,870                   | \$61,826.10                  |
| Tunbridge         | 1,634,070                   | \$49,022.10                  |
| Vernon            | 2,904,080                   | \$87,122.40                  |
| Vershire          | 653,020                     | \$19,590.60                  |
| Waitsfield        | 3,524,460                   | \$105,733.80                 |
| Walden            | 1,045,410                   | \$31,362.30                  |
| Wallingford       | 2,216,880                   | \$66,506.40                  |
| Wardsboro         | 1,636,100                   | \$49,083.00                  |
| Warren            | 7,323,230                   | \$219,696.90                 |
| Washington        | 1,021,040                   | \$30,631.20                  |
| Waterbury         | 5,116,436                   | \$153,493.08                 |
| Waterbury Village | 1,978,724                   | \$59,361.72                  |
| Weathersfield     | 2,973,000                   | \$89,190.00                  |
| Wells             | 1,987,520                   | \$59,625.60                  |
| West Fairlee      | 670,100                     | \$20,103.00                  |
| West Haven        | 320,130                     | \$9,603.90                   |
| West Rutland      | 1,819,750                   | \$54,592.50                  |
| West Windsor      | 2,602,820                   | \$78,084.60                  |
| Westfield         | 688,750                     | \$20,662.50                  |
| Westminster       | 2,700,690                   | \$81,020.70                  |
| Westmore          | 1,431,270                   | \$42,938.10                  |
| Weston            | 2,108,570                   | \$63,257.10                  |
| Wheelock          | 612,410                     | \$18,372.30                  |
| Whiting           | 325,690                     | \$9,770.70                   |
| Whitingham        | 2,451,500                   | \$73,545.00                  |
| Williamstown      | 3,160,870                   | \$94,826.10                  |
| Williston         | 17,240,420                  | \$517,212.60                 |
| Wilmington        | 6,371,230                   | \$191,136.90                 |
| Windham           | 1,100,260                   | \$33,007.80                  |
| Windsor           | 2,431,430                   | \$72,942.90                  |
| Winhall           | 7,351,030                   | \$220,530.90                 |
| Wolcott           | 1,469,400                   | \$44,082.00                  |
| Woodbury          | 1,286,250                   | \$38,587.50                  |
| Woodford          | 576,440                     | \$17,293.20                  |
| Woodstock         | 6,175,086                   | \$185,252.58                 |
| Woodstock Village | 2,682,264                   | \$80,467.92                  |
| Worcester         | 900,600                     | \$27,018.00                  |