



**MEETING MINUTES**  
**Fire Mitigation Advisory Committee**  
**November 28, 2022**  
**6:30 p.m. Zoom-Only Meeting**

Committee Members Present: David Douglas, Paul Yingling, John Bell, Kelly Hunter

Ex-officio members: Mayor Todd Dixon, Trustee Nick Donzello, Recording Secretary Carolyn Bowers

| Agenda Item  | Motion/Discussion  | Motion/<br>2nd | DD       | KH       | PY       | JB       |  |
|--|--|----------------|----------|----------|----------|----------|--|
| 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE  | Meeting called to order at 6:37 pm   |                |          |          |          |          |  |
| 2. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA | No changes to Agenda by any committee members.   |                |          |          |          |          |  |
| 3. PUBLIC COMMENT                                    | No public comments   |                |          |          |          |          |  |
| 4. CONSENT AGENDA                                    | Adopted: Minutes from 10/24/2022   | <b>KH, PY</b>  | <b>A</b> | <b>A</b> | <b>A</b> | <b>A</b> |  |
| 5. CUSP GRANT UTILIZATION PLAN                       | Chair Douglas opened a discussion on directing CUSP’s next mitigation work, stating there are 13.9 acres of town-owned right of ways (ROW) needing attention. The ROWs abut numerous private properties and CUSP insists it needs a formal agreement with property owners releasing it from liability for felled trees -- on town property -- owners may nonetheless | <b>DD, KH</b>  | <b>A</b> | <b>A</b> | <b>A</b> | <b>A</b> |  |

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|  | <p>object to removal. Douglas identified two objectives: educate property owners on why their cooperation is vital and creation of a document they would sign releasing CUSP from liability for contested trees and damage.</p> <p>He said the town’s elected officials must agree to any plan for the CUSP, adding that it will take a lot of people to educate homeowners, meet with owners, tie markers on trees on the line. On Dec. 5, FMAC will meet with Town Manager Becky Frank, CUSP forester Adrian Knight, Mayor Dixon and Trustee Donzello to develop an action plan. This requires a public meeting notice.</p> <p>ROWs are good candidates for CUSP mitigation, Douglas said, for many reasons. Mitigators can easily reach the ROWs and they won’t be challenged by steep slopes. The result will be numerous fire breaks around GMF.</p> <p>CUSP will rely upon GPS technology to identify property lines. As an added precaution, it will make sure work starts several feet from the GPS-identified property line.</p> <p>John Bell asked about safely felling ROW trees, noting that unlike the open forest, mitigators will be working close to structures on private property. Douglas said that’s a good question to ask Dec. 5. He added that from what he’s seen, skilled sawyers can fell trees exactly where they want them.</p> <p>Trustee Donzello said the 120-year-old cottonwood trees and brush around Gazebo Lake might need removal. The</p> |  |  |  |  |  |  |
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|  | <p>cottonwoods have become very weak, he said. That’s an issue for town management to identify, Douglas said, as residents will notice if the cottonwoods come down.</p> <p>John Bell asked if CUSP could work on private land. Douglas said there is money in the same CUSP grants for that. People must contact CUSP and tell them they want to participate. Bell said this could be another focus for education.</p> <p>FMAC needs to think about other acreage CUSP can mitigate once the ROWs are done, Douglas said. A lot depends on an area’s “workability.” Extremely steep terrains make mitigation almost impossible. One possibility is acreage close to the Thomas Trail that CUSP did not mitigate because it did not know the location of private property lines.</p> <p>Douglas also clarified a point regarding 81 acres CUSP is supposed to mitigate under two grants. (The grants do not stipulate which acres received work; that’s up to GMF.) CUSP has completed 13 ½ acres around the Thomas Trail. If the ROWS are done, that’s another 13.9 acres.</p> <p>Bell said GMF may not reach the acreage limit. Douglas said difficult terrains can be very costly to mitigate, thus the cost per acre goes up. One acre of easily mitigated land costs a lot less to work than one acre on a steep mountainside. That extra cost increases the size of the mountain acre’s mitigation cost; but not its actual size.</p> |  |  |  |  |  |  |
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| 6. Education Program                  | <p>Kelly Hunter reported the Red Cross has impressive home/wildfire preparedness programs for students in grades K-2, 3-8, 9-12. Red Cross also installs up to three free smoke alarms in homes, plus bed shakers and strobe light alarms if needed, also free. She wants to disseminate this information in December, either through Ute Pass Elementary's email list or a Sallie Bush meeting.</p> <p>She said she and Dan Battin propose limiting the education program to quarterly, rather than every month, citing the risk of information overload.</p> <p>The committee voiced no objection to her plans to work with Ute Pass Elementary and Church of the Wildwood.</p> |  |  |  |  |  |  |
| 7. Education Communication Initiative | <p>The committee had an extensive discussion on the direction of its 2023 program for educating residents about the importance of taking responsibility for mitigating their homes and how they can use FMAC to help them. Traditional methods of distributing info, such as email and letters, are not effective because people are overloaded with them. Committee members agree that messages must be simple, direct and targeted.</p> <p>The best way for spreading the word about FMAC's goals and its resources for helping residents may be one-on-one communication. People are more likely to believe what they</p>  |  |  |  |  |  |  |

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|  | <p>hear from trusted neighbors and friends, rather than an impersonal email. Chair Douglas believes a door-to-door outreach campaign is a good start. This idea has the support of Darlene Avery, pastor, Church of the Wildwood, and Trustee Nick Donzello.</p> <p>John Bell went over a proposed plan for accomplishing the goals of engaging and educating residents, and actions FMAC can take to implement them. As Bell put it, “build a rhythm in the calendar” by choosing a goal for each quarter, then taking specific actions to accomplish them. Examples: set two Chipper Days for the fall, then start publicizing them three months ahead; work with the schools on a plan for all aspects of Christmas tree fire safety.</p> <p>The committee agreed the plan should begin with a letter to residents detailing its goals for reducing GMF’s wildfire risk, its plans for implementing it, and how it intends to educate and engage them in this effort. The letter should be delivered door-to-door. Paul Yingling will draft the letter, distribute it to FMAC members for comment, and present it at the committee’s Dec. 26 meeting.</p> <p>The committee also accepted Bell’s proposed development of a “business card” with the QR code residents can use to sign up for FMAC’s property owner registry. Committee members and others could give cards to friends/ neighbors, who in turn could give cards to their contacts.</p> |  |  |  |  |  |  |
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|                                      | <p>Bell will draft a proposed business card. Town Manager Frank said the town will print up several thousand at little cost.</p> <p>As for data the committee hopes to collect, Bell said it needs to be ready to answer questions about its use, security and opting out.</p> <p>Douglas said Bell has agreed to take over this component of FMAC’s education program. Committee agreed with this move. (No vote taken.)</p> |   |                        |                        |                        |                        |  |
| 8. Dan Battin Leave of Absence       | <p>Due to personal family issues, vice chair Dan Battin is taking a leave of absence (LOA). The committee voted to extend his leave for 90 days. At the end of that time, members will decide to either further extend the LOA or end Battin’s term.</p>  | <p><b>Motion/<br/>Second<br/>DD, PY</b></p> | <p><b>DD<br/>A</b></p> | <p><b>KH<br/>A</b></p> | <p><b>PY<br/>A</b></p> | <p><b>JB<br/>A</b></p> |  |
| 9. Vice chair position               | <p>Douglas said he wants discussion on the vice chair position, which Battin currently holds, at FMAC’s Dec. 26 meeting.</p>  |   |                        |                        |                        |                        |  |
| 10. December Tip of the Month        | <p>Topic is preventing Christmas tree fires in homes taken from the Red Cross. Will be posted at trail heads, Facebook page, post office, Church of Wildwood newsletter. The committee approved adoption of this Tip.</p>   | <p><b>DD, JB<br/>A</b></p>                  | <p><b>DD<br/>A</b></p> | <p><b>KH<br/>A</b></p> | <p><b>PY<br/>A</b></p> | <p><b>JB<br/>A</b></p> |  |
| 11. Job Description for FMAC members | <p>The committee approved a motion to accept a list of 10 qualifications for future FMAC member candidates. Douglas had proposed the list.</p>  | <p><b>JB, PY</b></p>                        | <p><b>A</b></p>        | <p><b>A</b></p>        | <p><b>A</b></p>        | <p><b>A</b></p>        |  |

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| <p>12. Actions for December meeting</p> | <p>Yingling drafts letter from FMAC to residents and will circulate to committee members for comments.<br/>                 Bell will lead the committee’s Education Communication Initiative. He will also prepare a proposed “business card” with QR code.<br/>                 Everyone should come with thoughts on filling the Vice Chair position and the slate of officers for 2023.</p> |  |  |  |  |  |  |
| <p>13. Next meeting</p>                 | <p>Monday, Dec. 26, 2022</p>  |  |  |  |  |  |  |
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