



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

## Regional Cache Committee Meeting

### Minutes

*June 3<sup>rd</sup>, 2021*

*1:30pm*

[Zoom Link](#)

Meeting ID: 990 0063 9122

Passcode: 954596

Dial In: 646 876 9923

### Call to Order

- Chair J. Sanchez called the June 3, 2021 meeting of the NERAC Regional Cache Committee to order at 1:30pm.

### Approval of Minutes from the March 2, 2021 Meeting

MOTION put forth by P. Cohen.

- Approve the March 2, 2021 meeting minutes.
  - Seconded by J. Rousseau.
  - In Favor: J. Sanchez, J. Brickett, P. Cohen, J. Rosseau, M. Foster, M. Collins, H. Tecce.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

### Budget Update

- Surveillance Camera Hosting & Wi-Fi Renewal
  - The Committee discussed whether or not to renew the service for another year.
  - Ric Bonnell at Industrial Video & Control provided quotes for renewed service to begin August 1:
    - 6-months for \$2,400
    - 12-months for \$4,800
  - The Committee has the option to take this funding from one of the following projects:
    - FFY19 L.10 - Trailer for 30 KW Generator - \$4,553.47
    - FFY20 H.01 - Portable Message Boards - \$60,000.00
    - FFY20 H.02 - Portable Vehicle Barricades - \$120,000.00
    - FFY20 H.03 - 500 KW Generator - \$125,000.00
  - M. Foster stated that there was a demand for them last election cycle, and M. Collins noted that they are high resolution and may be used more if they were advertised more.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

- J. Sanchez noted there are two costs associated with the cameras: maintenance of the software and WiFi.
- A. Reilly clarified that now using cache fee funds for these costs is not an option, so the committee needs to decide whether to allocate SHSP grant funding to maintain them as a resource.
- J. Brickett expressed that the cost-benefit should be analyzed and may not be worth it for the price, most entities likely have their own cameras. He questioned how many times the cameras were used recently.
- M. Foster and M. Collins discussed alternatives to the current WiFi system.
- M. Collins noted that there may be less expensive options on the market now.
  - M. Valenti confirmed this is true, technology has evolved and prices lowered since these cameras were established.

## MOTION put forth by M. Valenti.

- No longer fund the surveillance cameras.
  - Seconded by J. Rousseau.
- Motion was amended by M. Foster: To cancel the program as it exists right now (not renew service) and allow the City of Beverly to investigate the possibility of reconfiguring the system before disposing of the cameras.
  - In Favor: J. Sanchez, J. Brickett, P. Cohen, J. Rosseau, M. Foster, M. Collins, H. Tecce, M. Valenti, Chief J. Gilliland.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

## **FFY20 Project Prioritization**

- A. Reilly asked the Committee to rank in order of most urgent the following projects so that MAPC can prioritize procurements.
  - FFY20 H.01 - Portable Message Boards - \$60,000.00
  - FFY20 H.03 - 500 KW Generator - \$125,000.00
  - FFY20 H.02 - Portable Vehicle Barricades - \$120,000.00
- M. Valenti expressed that he is not in favor of purchasing any equipment unless cache fees can be collected.
- Chief J. Gilliland suggested addressing the FEMA Review & Cache Site Maintenance Updates before discussing purchases, because that will affect decisions.

## **FEMA Review Updates**

- A. Reilly stated that there is no update from EOPSS regarding FEMA's review of the cache system, and indicated that this issue may not be resolved for quite a while. Further guidance will not be released until FEMA's review is complete. She suggested planning for the foreseeable future assuming we will not have access to cache fees.
- V. Mboka-Boyer added that in the meantime, FEMA has approved the use of SHSP funding for cache maintenance, following procurement rules.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

- The Committee expressed concern regarding how much time has passed without a resolution. Concern was stated regarding how to sustain the program without those fees, since a large portion of Council funding would be needed to maintain the equipment.
- The Committee requested a meeting with the Council leadership, EOPSS leadership, and/or FEMA to discuss the future of the program.

## Project Updates

- Portable AM Radio Station
  - M. Foster provided the update: The registration is complete, and the FCC approval is in process. A Special Temporary Authorization (STA) is in place, and the official approval should be in place by the time the STA expires in 3 months.
- Beverly Medical Gator Trailer
  - The vendor expects the unit to be completed by end of next week. Current work status:
    - Recently completed: Matching windows have been installed in doors, and additional D-rings put in floor.
    - Roof units are in process.
    - Started prepping for liner application on floor and gate.
- Beverly Trailer for 30KW Generators
  - The Committee confirmed that this is a single project with funding split between FFY19 and FFY2021.

## Cache Site Maintenance Updates

- The PJ for cache maintenance is with EOPSS for approval.
- Requests for reimbursement from Beverly from February – April 2021 are pending.
- There will be \$9,179.13 remaining after the following requests are processed:
  - Feb: \$1,849.99
  - March: \$3,769.34
  - April: \$6,508.65
- There is \$140,000 allocated in FFY21 funding, however, the Council will not have access to those funds until the fall.
- MAPC will try to identify funding from other Committees and Council initiatives in order to fully fund the cache sites until FFY21 funding is in place. Staff will look into the possibility of borrowing from an FFY20 project that is not ready to move forward yet, swap that project with FFY21 cache maintenance funding when it becomes available.

## MOTION put forth by Chief J. Gilliland.

- Make the \$120,000 allocated to the FFY20 Portable Vehicle Barricades project available for cache site maintenance if another solution is not in place before FFY19 funding allocated to cache site maintenance is spent down.
  - Seconded by P. Cohen.
  - Motion amended by Chief J. Gilliland to table the motion and discuss this matter at the next Full Council meeting.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

- Seconded by P. Cohen
- In Favor: J. Sanchez, P. Cohen, J. Rosseau, M. Foster, M. Collins, H. Tecce, M. Valenti, Chief J. Gilliland.
- Opposed: None.
- Abstain: None.
- The motion to table passed.

MOTION put forth by P. Cohen.

- Adjourn the meeting.
  - Seconded by H. Tecce.
  - In Favor: J. Sanchez, P. Cohen, J. Rosseau, M. Foster, M. Collins, H. Tecce, M. Valenti, Chief J. Gilliland.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**The date of the next meeting will be determined after the next Council Meeting and will depend on when a meeting is scheduled with EOPSS/FEMA to discuss cache fees.**

## ATTENDEES – COMMITTEE MEMBER

John Sanchez, Chair: Director, Burlington Public Works\*

Chief Jason Gilliland: Marblehead Fire Department\*

Mark Foster: Director, Beverly Emergency Management\*

Paul Cohen: Town Manager, Chelmsford\*

Heather Tecce, MEMA Region 1

Marc Valenti: Manager of Operations, Lexington Public

John Brickett: Northeast EMS\*

Jeffrey Rousseau: Framingham Department of Public Works

Mike Collins: City of Beverly, Commissioner of Public Services and Engineering

## ATTENDEES – OTHER

Lauren Sacks: MAPC

Amy Reilly: MAPC

Vicky Mboka-Boyer: EOPSS

**The following documents were used/referenced during the meeting:**

- March 2, 2021 meeting minutes
- June 2021 Budget Update