



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Regional Cache Committee Meeting

Minutes

May 11, 2022

1:30pm

NERAC Beverly Cache Site

43 Airport Road

Beverly, MA 01915

Call to Order

Chair J. Sanchez called the meeting to order at 1:36pm.

Approval of the April 13, 2022 Meeting Minutes.

MOTION put forth by Chief J. Gilliland.

- Approve the April 13, 2022 Meeting Minutes.
- Seconded by J. Rousseau.
 - All in favor.
- The motion passed.

Budget Updates

- Committee members were provided with copies of the FFY19, FFY20, and FFY21 budgets in the meeting packet.
 - FFY19 – All equipment purchases are complete, and invoices are being processed to spend down the cache site maintenance line. MAPC received an extension from EOPSS for FFY19 to December 31st, 2022.
 - FFY20 – MAPC received an extension from EOPSS for FFY20 to June 30th, 2023.

Project Updates

- *500KW Generator*
 - The PO was issued in January, and the vendor told us the ETA is end of July.
- *Mechanical Vehicle Barricades and Transportation Systems*
 - The low quote in response to the RFQ came in over the \$50,000 threshold for that type of procurement. An IFB was published, and bids are due on Friday, May 13th.
- *Trailers for 30kW Generators*
 - The low quote was Wright Trailers at \$14,775 for the 3 custom trailers. Ed Seligman confirmed the equipment would meet specifications, and the PO has been issued.

Restructuring of the NERAC Cache Program



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- Closure of the Lexington Site (Discussed out of order of the agenda)
 - Removal of Equipment from Site
 - The Committee discussed the outcome of the Lexington Site Visit on May 9th.
 - Final cost estimates for transferring the equipment need to be provided by the Beverly Cache Site before maintenance can occur. Beverly will be moving the equipment and will then work with MAPC on next steps.
 - When equipment is transferred from Lexington to Beverly, the borrowing forms will be used for each asset to document the Lexington cache site releasing the equipment to the Beverly cache site.
- Options for a New Cache Site Location (Discussed out of order of agenda)
 - Chelmsford is interested in hosting the cache generators.
- New MOUs with Cache Host Communities (Discussed out of order of agenda)
 - The MOU drafts and edits, that were requested by Beverly, were discussed. Further edits will be submitted to MAPC to incorporate in an updated draft for the next Committee meeting.

FFY22 Plan Development

- No projects were discussed.

New Business Unforeseen by the Chair

- None.

MOTION put forth by M. Collins.

- Adjourn the meeting.
- Seconded by Chief J. Gilliland.
 - All in favor.
- The motion passed.

**** Next Meeting: TBD ****

ATTENDEES – COMMITTEE MEMBERS

John Sanchez: Burlington Public Works*
Chief Jason Gilliland: Marblehead Fire Department*
Mark Foster: Beverly Emergency Management*
Mike Collins: City of Beverly
Heather Tecce: MEMA
Jeff Rousseau: Framingham Department of Public Works
Marc Valenti: Town of Lexington Department of Public Works

ABSENT – COMMITTEE MEMBERS

Jon Brickett: Northeast EMS*
Paul Cohen: Town of Chelmsford*

ATTENDEES – OTHER



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Rosemary Volinski: MAPC
Katie Goldrick: MAPC
Amy Reilly: MAPC
Ed Seligman: MA-TF1

The following documents were used/referenced during the meeting:

- April 13, 2022 Meeting Minutes
- May 2022 Budget Updates
- NERAC Lexington Equipment Check-in Sheet
- Regional Cache Program Draft MOU