



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Regional Cache Committee Meeting

Minutes

January 30, 2026

11:30 am

[Zoom Link](#)

Meeting ID: 870 9020 4036

Passcode: 090758

- **Call to Order**
 - Chair M. Collins called the meeting to order at 11:32am
- **Approval of Minutes**
 - October 30, 2025 Meeting

MOTION put forth by J. Gilliland.

- Approve the October 30, 2025 Meeting Minutes.
- Seconded by P. Cohen.
- In Favor: P. Cohen, J. Gilliland.
- Opposed: None
- Abstained: None
- The motion passed.

- **Budget Updates**
 - FFY23 Budget – Grant End Date 7/31/26
 - FFY24 Budget – Previous Grant End Date 6/30/26; Extended to 7/31/2027
 - Cache Host Annual Fees can be paid this July (one year after the last ones).
 - Maintenance will cover reimbursement requests from August 2026 – July 2027.
- **Project Updates**
 - *Sheltering Trailers*
 - The NERAC Sheltering Committee met yesterday.
 - At the last Cache Committee meeting, both sites indicated they were willing to keep 1 stocked trailer.
 - The Sheltering Committee determined those would be sufficient for NERAC regional assets, and plan to keep those (stocked with cots and blankets only) and surplus all of the other trailers and items.
 - The trailers will need Council and EOPSS approval for disposal, other items will just need Council approval.
 - MAPC will send a survey to the region to give municipalities the opportunity to take a trailer and supplies.



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- The Committee discussed having a day at each cache site this spring for municipalities to pick up their trailers and take other surplus sheltering items if they want.
 - Next Steps: request a Full Council vote at the next meeting, send out survey to gather interest and determine recipients, request EOPSS approval, and plan pickup days.
- *ATV Firefighting Skids*
 - Funding was originally allocated in FFY21.
 - MAPC attempted procurement last April.
 - MAPC did not receive any responsive quotes, and skids would not arrive by June in time for FFY21 closeout.
 - Funding was transferred to FFY23.
 - Specifications were revised for another round of procurement, RFQ due Monday.
- *Cache Maintenance Reimbursements*
 - Reimbursement requests through June 2025 were paid with funding through FFY22.
 - MAPC is in receipt of requests for July – December 2025.
 - MAPC is awaiting EOPSS approval for the FY23 Cache Reimbursement PJ and can process the ones that are ready for POs. Others are in review or need further documentation.
 - FY23 has \$200,000 allocated for reimbursements, grant end date July 31st.
 - Monthly requests vary greatly but based on average, expect to expend only approximately \$100,000 by end of FY23.
 - Unless Beverly requests surge or Framingham starts submitting more, MAPC will need a different plan to spend down.
- **Cache Host MOUs**
 - *Beverly Update*
 - Beverly is in agreement with the draft.
 - *Framingham Update*
 - The Mayor signed the draft (we may be able to use this signed draft, depending on EOPSS edits/approval).
 - *Next Steps*
 - If both host municipalities approved the draft, MAPC will submit for EOPSS approval.
- **New Business Unforeseen by the Chair**
 - M. Collins noted that the trailers and vehicles at the Beverly Cache are registered and insured by the City of Beverly, and that the cost is \$40,000-50,000 annually, but that in the past this cost has not been allowable for reimbursement for some reason.
 - MAPC will reach out to EOPSS for clarification on this.

MOTION put forth by P. Cohen.

- Adjourn the meeting.
- Seconded by J. Gilliland.



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- In Favor: P. Cohen, J. Gilliland.
- Opposed: None
- Abstained: None
- The motion passed.

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

ATTENDEES – COMMITTEE MEMBERS

Mike Collins: City of Beverly, DPW*

Paul Cohen: Town of Chelmsford*

Chief Jason Gilliland: Marblehead Fire Department*

ABSENT – COMMITTEE MEMBERS

Jeff Rousseau: Framingham Department of Public Works

ATTENDEES – OTHER

Karla Kahale: MAPC

Lauren Sacks: MAPC

*Indicates NERAC Full Council members.

The following documents were used/referenced during the meeting:

- January 2026 Meeting Agenda
- October 2025 Meeting Minutes
- FFY23 – FFY24 Budget Updates
- FFY23 Cache Maintenance Reimbursement Requests Chart