

AGENDA

CRHSAC Equipment Subcommittee Agenda (Hybrid)

Tuesday, February 3rd, 2024

2:15 PM

CMEMSC

361 Holden St.

Holden, MA 01520

&

<https://us02web.zoom.us/j/87408472864>

1. Call To Order: Chief Gary Fleischer

- a. Introductions

2. Minutes of January 6th, 2024

- a. Vote to accept Minutes

3. Financial

4. Chair Report: Chief Gary Fleischer

5. Project Status:

a. Completed Projects:

b. Project updates:

- i. Regional Dive Equipment (FFY23 D.04)
- ii. TRT Equipment (FFY23 D.04)
- iii. Moveable Bollards (FFY23 F.01 & FFY24 E.01)
- iv. Tech Rescue Team Equipment (FFY24 C.04)
- v. Underwater ROV Accessories (FFY24 C.08)
- vi. Public Safety 1st Wi-Fi: High Powered User Equipment (FFY24 F.03)
- vii. Other projects
 - 1. Possible discussion & vote

c. Old Business:

- i. Foam Trailer Disposal
- ii. Mobile Emergency Surveillance System (Grafton)
- iii. West Boylston ASPIRE Active Shooter Equipment Reimbursement (FFY24 D.02)
- iv. Other projects
 - 1. Possible discussion & vote

d. New Business:

- i. Fitchburg Sign Boards
 - 1. Discussion & vote
- ii. Equipment Policy Update

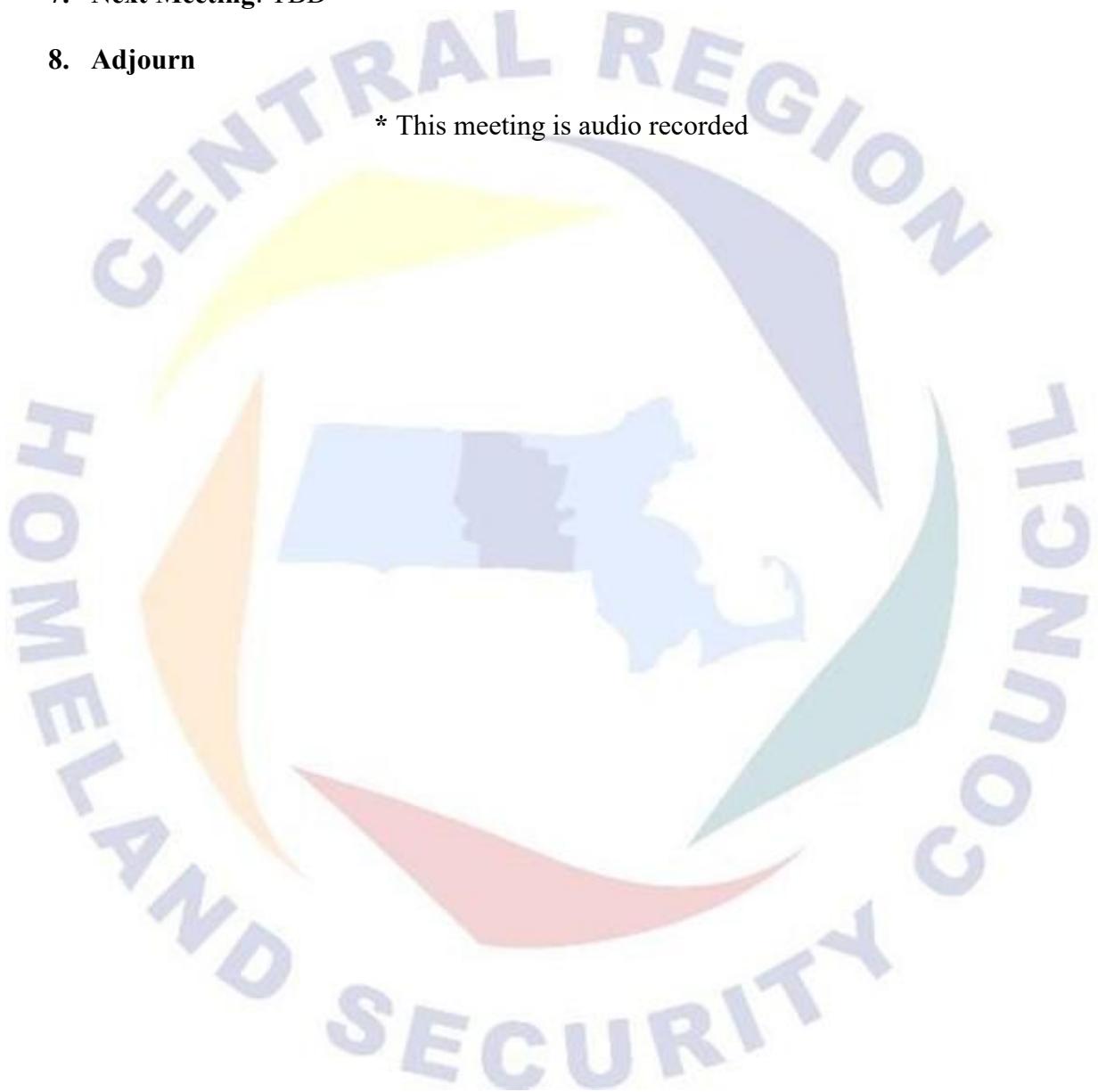
1. Discussion & possible vote
- iii. Other projects
 1. Possible discussion & vote

6. **New Business Unforeseen by the Chair:**

7. **Next Meeting:** TBD

8. **Adjourn**

* This meeting is audio recorded



Minutes

CRHSAC Equipment Subcommittee Agenda (Hybrid)

Tuesday, January 6th, 2026 2:15 PM

CMEMSC, 361 Holden Street, Holden, MA 01520

Members Present: **Gary Fleischer**, Chief, Worcester Fire; **Chris Baker**, Central MA EMS Corp.; **Dean Kochanowski**, Fire Chief, Dudley; **Gregory Lynskey**, Director, WSCCC; **Paul Salvadore**, Worcester County Sheriff's Office.

Attendees: **Carli Harris**, CMRPC; **Seth Peters**, CMRPC; **Anthony Senesi**, CMRPC; **Sarah Cook**, EOPSS;

Call to Order: Chief Fleischer called the meeting to order at 2:15 p.m.

Introductions: Tabled until Full Council Meeting.

Minutes: Chief Kochanowski made a motion to accept the minutes of November 4, 2025, seconded by Mr. Lynskey. Motion passed unanimously.

Financials: Tabled until Full Council Meeting.

Chair Report: Chief Fleischer, None

Project Status: Ms. Harris gave the updates.

Completed Projects:

1. **No changes or updates**

Project Updates:

1. **Regional Dive Equipment (FFY23 D.04)**

Ms. Harris said that some of the equipment has come in, but some of the dive suits for Worcester arrived without hoods due to an error in the specs. Ms. Harris is asking the subcommittee to approve an increase in funding to purchase hoods and to fix the neck seals. **Mr. Lynskey motioned to increase funding for FFY23 line item D.03 Regional Dive Rescue Equipment to \$98,704.24 using unallocated funds \$784.41 from section D and \$3,954.53 from section C to cover increase. Seconded by Mr. Salvadore. Motion passed with one abstention.**

2. **Tech Rescue Team Equipment (FFY23 D.04)**

Ms. Harris stated that the equipment is coming in and is working on some reimbursements for the rest of the equipment.

3. **Movable Bollards (FFY23 F.01 & FFY24 E.01)**

Ms. Harris stated the moveable bollards should be delivered on 1/27/26.

4. **Tech Rescue Team Equipment (FFY24 C.04)**

Ms. Harris said that equipment is coming in. Working on one bid for a few items.

5. **Underwater ROV Accessories (FFY24 C.08)**

Ms. Harris stated the ROV will be dropped off tomorrow to JW Fishers for the update install with an estimation of about 1 week for completion.

6. **Public Safety 1st Wi-Fi: High Powered User Equipment (FFY24 F.03)**

Ms. Harris stated that the specs are complete and will be sent to MAPC this week.

7. **Other projects**

None

Old Business:

1. **Foam Trailer Disposal**
Ms. Harris said they are waiting on advice from DEP and DFS with EOPSS.
2. **Mobile Emergency Surveillance System (Grafton)**
Ms. Harris said that there are no updates.
3. **West Boylston ASPIRE Active Shooter Equipment Reimbursement (FFY24 D.02)**
Ms. Harris stated that the reimbursement paperwork has been sent to MAPC.
4. **Other Projects**
None.

New Business:

1. **Other Projects**
None

New Business Unforeseen by the Chair: None

Next Meeting: TBD

Adjourn: Mr. Lynskey made a motion to adjourn the meeting, seconded by Mr. Salvadore. Motion to adjourn passed unanimously. Meeting adjourned at 2:19 p.m.

Minutes taken by Carli Harris

Minutes approved on _____.



City of Fitchburg, Massachusetts

FIRE DEPARTMENT

33 North Street
Fitchburg, MA 01420

Dante W. Suarez
Chief of Fire Department

978-345-9666
FAX: 978-345-9589

December 3, 2025

Chief Dean Kochanowski, Council Chair
CRHSAC
1 Mercantile Street, Suite 520
Worcester, MA 01608

Dear Chief Kochanowski:

I am writing to you about the Fitchburg Fire Department 2008 ASTI signboards that were purchased with CRHSAC funds. These signboard trailers have served the city and surrounding communities for 17 years but ultimately, they have now failed mechanically. Per our DPW, who oversees their care and maintenance, these units are to cost prohibitive to repair. These units are currently non-operational. Therefore, I would ask that you declare these CRHSAC asset surplus so we can move forward with its disposal or offer it in its "as is" condition to another community that may want it for parts. Please contact me if you have any questions.

Respectfully:

Patrick Haverty
Assistant Chief/ EMD



CENTRAL REGION HOMELAND SECURITY ADVISORY COUNCIL

_____, 2026

Sarah Cook
Program Coordinator
Executive Office of Public Safety and Security
Office of Grants and Research, Homeland Security
Division 35 Braintree Hill Office Park, Suite 302
Braintree, MA 02184

RE: Request for permission for disposal of two message boards.

Dear Ms. Cook,

We are writing to request permission to dispose of two 2008 ASTI message board, which was purchased by the Metropolitan Area Planning Council (MAPC) on behalf of the Central Region Homeland Security Advisory Council (CRHSAC). The Council procured this item with State Homeland Security Program grant funds in 2008 for the region, which is currently housed in Fitchburg as outlined below.

ITEM	PRICE	QUANTITY	GRANT	FFY	ACQUISITION DATE	Host
2008 ASTI message board	\$13,700.00	2	SHSP	FFY06	October 16, 2008	Fitchburg

This signboard trailer has served the Town and surrounding communities for 17 years but ultimately, it has now failed mechanically. The unit is currently non-operational and needs multiple repairs that would be cost prohibitive and an inefficient use of resources. Due to this, it has a \$0.00 appraisal value and there are no feasible alternatives for reusing or repurposing it.

Disposal of this unit was requested by the Fitchburg Fire Department, who, as the hosts of the equipment, agree to follow all applicable laws and procedures governing disposal and/or sale of equipment purchased through this grant funding. At their _____, 2026 meeting, CRHSAC voted unanimously to support this request.

If you have any questions or require further information, please contact Carli Harris at charris@cmrpc.org.

Sincerely,

Dean Kochanowski
*Chief, Dudley Fire Department,
Chair, CRHSAC*

Dante Suarez
Chief, Fitchburg Fire Department

Elizabeth Weyant
*Executive Director, Metropolitan Area Planning Council
Statewide Homeland Security Fiduciary*

1 Mercantile Street, Suite 520 Worcester, Massachusetts 01608
T: 508-459-3333 F: 508-792-6818 www.crhsac.org



CENTRAL REGION HOMELAND SECURITY ADVISORY COUNCIL

STATE HOMELAND SECURITY GRANT-PROVIDED EQUIPMENT POLICY

September 2022

This policy shall govern the request of, use, maintenance, and disposal of equipment, including vehicles, and approved provided through grants authorized by the Central Region Homeland Security Advisory Council (CRHSAC, or "Council").

1. Equipment Requests

- 1.1. Only equipment listed on the Federal Emergency Management Agency (FEMA) Authorized Equipment List (AEL), for use under the State Homeland Security Program (SHSP) will be considered for approval, unless otherwise modified by the Council (see Section 4 *Council Exceptions to AEL*).
- 1.2. All requests for equipment shall be made on forms provided by the Central Region Homeland Security Advisory Council (Council), and approved by the Executive Office of Public Safety and Security (EOPSS).
- 1.3. The municipality, agency, and/or entity requesting equipment shall have a plan for sustainability, which shall be included in the request (See Section 3).
- 1.4. The Council will review requests for equipment requests. If approved, all requests will also be reviewed by EOPSS.
 - 1.4.1. Approved equipment requests will be procured by fiduciary agents the Metropolitan Area Planning Council (MAPC), and the Central Massachusetts Regional Planning Commission (CMRPC), using Massachusetts (M.G.L. c 30B) and Federal procurement laws, as appropriate.
 - 1.4.2. The entity requesting the equipment shall provide CMRPC staff with specifications, including quantity, item description, size, color, etc.
 - 1.4.3. Once procurement is complete, the requesting entity may be asked to review the bids for conformity to specifications.

2. Responsibilities of Municipality/Agency/Entity Receiving SHSP-Funded Equipment

- 2.1. All equipment will be inventoried by CMRPC staff. Inventory labels shall remain affixed to the equipment for the life of the equipment.
- 2.2. The Municipality/Agency/Entity (“entity”) receiving such equipment shall provide CMRPC with the physical location where equipment and/or vehicle is housed for inventory purposes.
 - 2.2.1. It is the responsibility of the entity to notify CMRPC whenever the location where equipment is housed is changed.
- 2.3. The entity shall be responsible for storage and safety of the equipment.
- 2.4. The entity shall be responsible for ensuring that the equipment is maintained, properly registered (where required), insured, and equally available and accessible to all CRHSAC communities.
 - 2.4.1. The entity receiving equipment shall be responsible for all maintenance costs – the CRHSAC will not provide funding for routine maintenance items, including, but not limited to batteries, routine repair costs, meter calibration sensors, etc.
- 2.5. Said equipment is subject to periodic inspections by FEMA, EOPSS, CRHSAC, and/or CMRPC personnel.
- 2.6. Equipment may not be disposed of, traded in, or given or sold to another entity without permission of the CRHSAC AND EOPSS. Once approval for disposition is received, the entity shall follow all CRHSAC and EOPSS provisions and guidelines for disposition.

3. Sustainability

- 3.1. Due to funding limitations, the CRHSAC cannot fund the replacement of equipment purchased using SHSP funding.
 - 3.1.1. Prior to seeking SHSP funding for equipment and/or vehicles, the entity requesting equipment/vehicles shall have a plan for replacing SHSP-funded equipment that does not include the use of SHSP grant funding when said equipment reaches the end of its useful service life. The CRHSAC will require each entity to provide a plan for sustainability during the application process described in Section 1. Equipment Requests.

4. Council Exceptions to AEL

4.1. Due to current funding limitations, the CRHSAC voted to not fund the following vehicles:

- 4.1.1. 12TR-00-MOVR: A vehicle used to tow equipment trailers, such as a semi-trailer tractor. It would be used with items such as the trailers in 12TR-00-TEQP and 12TR-00-H2OT.
- 4.1.2. 12VE-00-ABUS: Specialized vehicles such as "Ambulance Buses".
- 4.1.3. 12VE-00-CMDV: Mobile command vehicles for use at incident scene.
- 4.1.4. 12VE-00-MISS: Vehicle, Specialized Mission, CBRNE, such as vehicles designed to support specific CBRNE mission area requirements. Examples include deployment vehicles, tactical intervention vehicles, hazmat units, communications units, bomb response units, mobile morgue units, and special transport units such as all-terrain vehicles (ATVs), 2-wheeled personal transports for fully suited bomb technicians, and robot trailers designed to accommodate special mission equipment and accessories.
- 4.1.5. 12VE-00-SPEC: Vehicle, Specialized Emergency Management, such as specialized vehicles for emergency management operations. This category includes special-purpose vehicles for the transport of response equipment and personnel to incident sites which may have limited or restricted access as a result of an emergency or disaster.

4.2. Requests for vehicles will be considered on a case by case basis:

- 4.2.1. All requests must include a detailed sustainability plan for the expected life of the vehicle.
- 4.2.2. All requests meet the criteria contained in the CRHSAC Vehicle Proposal Criteria Matrix (See below*)
- 4.2.3. Approval of request will be based on the finding from the CRHSAC Vehicle Criteria Funding, available funding and priorities of DHS/FEMA, Commonwealth of Massachusetts and the CRHSAC
- 4.2.4. All approved vehicles are required to contain a CRHSAC decal visibly affixed to the exterior

*CRHSAC VEHICLE PROPOSAL DECISION MATRIX

Vehicle meets at least one of the current DHS/FEMA and/or Commonwealth of Massachusetts homeland security priorities

- Vehicle address a CRHSAC regional need
- Requesting agency does not currently own or have access to reliable prime mover
- Requesting agency is not replacing a vehicle previously funded by the CRHSAC
- Vehicle addresses a need to move several (3 or more) CRHSAC funded assets/trailers
- Vehicle does not duplicate existing and available (CRHSAC funded) regional vehicles/assets

5. APPENDIX A

Executive Office of Public Safety and Security (EOPSS)

Office of Grants & Research

Homeland Security Division

Disposition and Sale of Equipment Purchased via HSGP Funds Guidance

August 2009

Any proposed disposal and/or sale of non-expendable items must first be reviewed by and approved by the respective Council/UASI. Non-expendable items are defined as items having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. If approved by the Council/UASI, a letter must be sent to EOPSS detailing the proposal. Council letters must be signed by the Council Chair, Council Fiduciary, and (if a different entity) the title holder (owner). UASI letters must be signed by the City of Boston, Mayor's Office of Emergency Preparedness and (if a different entity) the title holder (owner). The letter shall include the following information:

- Item(s) disposal/sale is requested for;
- Purchase price;
- Appraisal price, appraisal date, and appraisal information;
- Funding Year and Program used to procure item *;
- Acquisition Date;
- Item owner information;
- Reason for disposal/sale;
- Statement signed by the item owner certifying that the owner will follow applicable laws and procedures governing disposal and/or sale of equipment;
- If a sale of the item(s) is proposed, any funds resulting from the sale must be used, within the same municipal fiscal year that the sale occurred, and per U.S. DHS, on a purchase that provides a similar service and benefits the region.

* Please note that if the grant program is still 'open' then DHS may stake claim to any funds received through a sale.

Final written approval must be given by EOPSS prior to any disposal/sale of non-expendable property. EOPSS will strive to provide its approval or request additional information within 30 days of receipt of proposal letters.

Please contact your EOPSS Program Coordinator with any questions about this guidance.