

Meeting of the
Executive Advisory Board Meeting

Thursday, July 7, 2022

North Shore Regional 911 Center
18 Manning Avenue
Middleton, MA 01949

ATTENDANCE:

Members Present: Craig Bailey, Amesbury Police Chief; Brendhan Zubricki, Essex Town Administrator; Paul Francis, Essex Police Chief; Andrew Sheehan, Middleton Town Administrator; Tom Martinuk, Middleton Fire Chief; Jen Collins-Brown, Topsfield Fire Chief; Frank Pozniak, Executive Director State 911; Norm Fournier, Deputy Director State 911; Alyson Dell Isola, Director of PSAP Operations; and Christopher Ryan, Deputy Director NSR911.

Members Absent: Kassandra Gove, Amesbury Mayor; and Steven Poulos, Wenham Town Administrator.

Non-Members Present: Lee Ann Delp, Operations Manager NSR911; Katrina Shamshak, Training & QA Coordinator.

CALL TO ORDER

Called to order at 11:06 A.M. by Brendhan Zubricki

PUBLIC COMMENT

No Public Comment

Introduction of new EAB member representing the Town of Wenham

Steven Poulos was unable to attend the meeting. In his absence, Brendhan Zubricki introduced Steven Poulos, Wenham Town Administrator as the newest EAB member.

Update from the Director on feasibility studies to North Reading and Lynnfield

Dell Isola reported that the feasibility studies for both North Reading and Lynnfield were approved by the State 911 Department and delivered to North Reading and Lynnfield. She will meet with each community to answer any questions - then the ball is in their court regarding how they want to proceed.

Update from the Director on the onboarding of Manchester-by-the-Sea

Dell Isola reported that if the board votes YES to onboard Manchester-by-the-Sea (MBTS) today, she will continue to work with MBTS on timelines for onboarding and community education and outreach. She will coordinate with Pozniak to sign the official agreement with MBTS which will start the clock for procurement, planning and training. Zubricki asked if there had been any change in costs. Fournier responded with no. Collins-Brown acknowledged the hard work and gave credit to MBTS Selectboard for making the decision to join NSR911.

Motion to Accept Manchester-by-the-Sea as a member of NSR911

MOTION: To accept Manchester-by-the-Sea as a member of NSR911

MOTIONED BY: Brendhan Zubricki;

SECONDED BY: Andrew Sheehan
VOTE: All present voted in favor.

ITEMS THAT COULD NOT BE REASONABLY ANTICIPATED BY THE CHAIRMAN UNTIL AFTER THE MEETING POSTING DEADLINE

No discussion

ADJOURNMENT:

Meeting Adjourned at 1133AM

MOTION: To adjourn the meeting

MOTIONED BY: Chief Martinuk

SECONDED BY: Chief Francis

VOTE: All present voted in favor.

The following documents were used/referenced during the meeting:

- Manchester-by-the-Sea feasibility study
- North Reading feasibility study
- Lynnfield feasibility study