



The Commonwealth of Massachusetts
STATE 911 DEPARTMENT
NORTH SHORE REGIONAL 911 CENTER

18 MANNING AVENUE • MIDDLETON, MASSACHUSETTS 01949 • WWW.MASS.GOV/NSR911
BUSINESS: (978) 801.4911 • nsr911@mass.gov
24/7 OPERATIONS: (978) 646.8402



Joint Meeting of the
Fire Advisory Board
Police Advisory Board

Thursday April 3, 2025

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

Attendance

Members Present: Chief Thomas Shamshak, Incoming Essex Police; Chief Christian Hassel, Essex Fire; Chief Jen Collins-Brown, Topsfield Fire (FAB Chair); Chief Neal Hovey, Topsfield Police (PAB Chair); Chief Todd Fitzgerald, Manchester Police; Chief Don Stats, Jr., North Reading Fire; Chief Mark Zimmerman, North Reading Police; Chief Mark Emery, Rowley Fire; Chief Stephen Kavanagh, Wenham Fire; Chief Kevin DiNapoli, Wenham Police; Chief James Nolan, Amesbury Fire; ; Alyson Dell Isola, NSR911 Director; Christopher Ryan, NSR911 Deputy Director.

Non-Members Present: Lee Ann Delp, MSR911; Sean Cullen, NSR911 Operations Supervisor; Cap McCoy, Manchester Police; Jeffrey Baxter, Dep. Chief Wenham Fire; Lt Matthew Harney, Rowley Fire; Lt. Joe Thibodeau, North Reading Police. Deputy Chief David Mather, Amesbury Fire.

Call to Order

Called to order at 11:03 PM by Chief Hovey

Public Comment

No Public Comment

Approval of minutes from Police and Fire JAB 2/04/25

A motion to approve meeting minutes from the Police and Fire JAB from 2/4/2025..

MOTIONED BY: Chief Stats

SECONDED BY: Chief Fitzgerald

VOTE: All present voted in favor

Welcome to the incoming Essex Police Chief Thomas Shamshak

Chief Hovey welcomed the incoming Town of Essex police chief, Shamshak, to the board. Shamshak invited all to his swearing-in on April 11. Chief Hovey turned the meeting over to Director Dell Isola.

Update on the onboarding process and recent communities of interest:

Dell Isola shared that North Reading is still slated for November 2025 onboarding. In addition to the letter of intent form, Boxford, letters of intent have also been received from Groveland and Hamilton. Dell Isola requested that the board share their thoughts on how to prioritize communities and suggested creating a matrix to assist with prioritization of onboarding communities. Hovey said similar communities should be considered and questioned why the timeline might be 18-24 months for a

smaller community. Deputy Ryan spoke to procurement, infrastructure considerations, and technology capacity. Dell Isola said that Rowley was much faster. Chief Stats mentioned that consideration of how it impacts NSR911 and staffing levels should be considered. Discussed shared radio frequencies. Chief DiNapoli stated that Hamilton and Wenham have positive shared radio frequencies. Hovey states that Hamilton's joining makes sense. Chief Collins-Brown acknowledged how nice it is to see regionalization working and how it has been brought to fruition, as someone who has been involved since the start.

Deputy Ryan spoke of the frequency of transmission, and Director Dell Isola talked of ways that the workload can be reduced. Chief Collins-Brown suggested that work groups be created to assess 2-way interface needs. Dell Isola stated that there is a need to incorporate an expiration date when providing a feasibility study to ensure it contains up-to-date and accurate information. The feasibility study is information; it is the signing of the Inter Municipal Agreement (IMA) that starts the process of onboarding a community. Other considerations that may create a community "x" being onboarded before another community could occur in an emergency situation. Chief Hovey stated that a matrix was needed.

Discussions included staffing levels, the training program, and the better candidate pool of applicants since increasing base pay was accomplished.

Discussion/Update about the future of CAD/RMS

Forming a steering committee from the Police Departments to make recommendations on a new CAD/RMS system. After recommendations and specs, the fire departments will be added to the discussion to ensure it works for them as well. Dell Isola said she would email out a request to the chiefs for committee member names and emails to receive the names back by April 11, 2025.

Other Items that could not be reasonably anticipated by the Chairman until after the meeting posting deadline:

Deputy Mather asked why Amesbury had been waiting 5 years for their radio infrastructure and why the procurement could not be made in adherence to the State bid laws. Del Isola states that a meeting is scheduled for next Tuesday with State 911 to discuss procurement issues. After more discussion, Chief Collins-Brown made a motion.

A Motion was made:

Motion to hold a JAB and EAB meeting with Executive Director Pozniak present to discuss procurement.

MOTION BY: Chief Collins-Brown

SECONDED BY: Chief Stats

VOTE: All present voted in favor

Chief Hovey requested NSR911 investigate the possibility of supplying mobile cell phones to each MDT as a result of the new discovery rule number 14. First Net, tethering the phone to each cruiser, and a Wi-Fi card were discussed. Deputy Ryan agreed to look into it and report back.

Discussion on next meeting dates, settled on June 5, 2025.

Motion to Adjourn:

Motion to adjourn the meeting at 12:07 P.M.

MOTION BY: Chief Hovey

SECONDED BY: Chief Stats

VOTE: All present voted in favor