



EAST SHORE DISTRICT HEALTH DEPARTMENT

Bringing good health to the towns of Branford, East Haven, and North Branford



Fiduciary Report 12/19/2025

Expiration: April 30, 2027

2024 HSGP	Unallocated	Allocated Spent	Allocated Unspent	Notes
Protection of Soft Targets/Crowded Places	\$6,000.00	\$0	\$0	
Regional Bomb Squad (R 1-3) \$75,000 Minimum Spend	\$82,000.00	\$0	\$0	
Regional Hazmat Team	\$10,000.00	\$0	\$0	
LETPA	\$0	\$8,000.00	\$0	Night Vision Devices (ESF-13), \$8,000.00
Annual Contracts	\$0	\$26,483.00	\$12,060.00	Annual contracts for Aristatek (ESF-10), \$3,362; Higgins Salamander (ESF-4), \$9,400 (\$7,340.00 spent so far); Burn Trailer Maintenance & Replacement (ESF 4), \$15,781; and TSI (ESF 4), \$10,000
Training	\$7,848.00	\$51,872.00	\$45,788.00	Blue Team Training (ESF 17), \$19,872.00; BoMac (TC), \$15,000.00; c3 Pathways (TC), \$19,788.00; BOSAR (ESF 20), \$32,000; ISC 300/400 (TC), \$11,000;
Equipment Maintenance	\$27,877.43	\$60,181.62	\$20,093.92	Night Vision Devices (ESF-13), \$56,775.54 (Balance after LETPA funds, includes cost of shipping) Existing operating/sustainment costs for the IMT \$23,500 (\$3,460.40 spent so far, \$3,675.71 in progress)
Total	\$133,725.43	\$146,536.62	\$77,941.92	



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Expiration: September 30, 2026

2024 EMPG	Unallocated	Allocated Spent	Allocated Unspent	Notes
Training	\$37,500.00	\$0	\$0	
Equipment	\$23,990.97	\$2,034.30	\$4,474.73	
Fiduciary Allocation	\$1,500.00	\$0	\$0	
Total Unallocated Remaining	\$62,990.97	\$7,034.30	\$6,474.73	

Notes:

- Purchases of AreaRAE items in process.

Recurring Contracts Table

This is based on available information as of 12/10/25, for contracts with renewal dates past 4/30/26. If there are missing contracts or incorrect information, please contact Elisabeth Matuska (ematuska@esdhd.org)

Group	Vendor	Project/Item	Contract Period	Cost	Status
IMT	Vancord	Recurring tech support/maintenance costs	4/29/25-4/29/26	\$915.41	Renewed
IMT	Vancord	Core Support Plus Contract	1/1/26-12/31/26	\$7,000	Renewed
ESF-4	Higgins	Salamander Printer (housed at Milford)	7/1/25-6/30/26	\$760	Renewed
ESF-10	Aristatek	Tech support and software licenses	6/1/25-5/31/25	\$3,362.00	Renewed
ESF-10*	Veoci	Annual License	7/1/25-6/30/26	\$5,361.00	Renewed
ESF-4	Higgins	Salamander	9/1/25-8/31/26	\$6,580.00	Renewed
ESF-10 NHASH*	Aristatek	PEAC Technical Support and Upgrades	8/23/25-8/23/26	\$2,000.00	In progress
ESF-4	KFT Fire Trainer, LLC	Burn Trailer Maintenance	TBD	\$15,781.00	Renewed

***EMPG**



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HSGP MOA & Resolution OR Amendment

2024

FFY 2024 HSGP MOA was due to be submitted to ESDHD no later than September 30, 2025. The MOA Package was sent to Region 2 Chief Executive Officers and Emergency Management Directors on 5/14/2025. **ESDHD has received all MOAs and authorizing resolutions!** Thank you for your assistance with this.



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REMINDER: PURCHASING POLICIES

All purchases should be made through ESDHD and not through individual municipal departments.

Send all quotes to Elisabeth Matuska at Ematuska@esdhd.org (203-481-4233 ext. 572) before moving forward with any orders.

**Per State of CT DESPP DEMHS Special Grant Conditions: Homeland Security Grant Program:
Subgrantees shall use their own procurement procedures and regulations or the State's, whichever is stricter. The State's procurement policy includes a \$5,000.00 purchase threshold. ESDHD's Purchasing Policies still apply with the reduced threshold of \$5,000.00, instead of \$10,000.00, in place. This threshold applies to purchases over \$5,000.00 annually, per item.

ESDHD Purchasing Policies:

- All equipment being purchased must be on the [Authorized Equipment List](#) and the AEL number must be identified.
- For purchases over \$5,000.00 (previously \$10,000.00) three methods of procurement policy can be used:
 - Three quotes. The purchaser will follow the SOP for submitting a purchase order, except that instead of providing a single invoice or quote, the purchaser must provide three quotes for the item to be purchased. The lowest quote will be used unless there's a compelling reason to take a higher quote. If the preference is to go with a vendor other than the one providing the lowest quote; or if the preference is to go with someone other than the one with the most relevant experience, a statement explaining why is required.
 - Use of GSA or State Bid List Contracts. In such cases, the vendor must submit a price list confirming that the quoted prices are per contract. Just citing the contract number (e.g. 19PSX0201) isn't sufficient for grant documentation purposes.
 - Sole Source. If the vendor is the *only* maker or manufacturer of a particular product, no other quotes or contract information is necessary IF the vendor and the purchaser provide a compelling demonstration of why that particular vendor's product is the only one available to suit the needs and requirements of the purchaser. Documentation should include verifiable criteria that separate such equipment from all other similar equipment available.
- A single quote for any equipment under \$5,000.00 (previously \$10,000.00) shall be acceptable as long as it is considered fair and reasonable.
- Unless on the GSA or State Bid List Contracts, all Vendors must be verified via [SAM.gov](#) to ensure the vendor is not barred from doing business with the Federal Government/FEMA. If the vendor is not found on SAM.gov to verify eligibility, a letter attesting to the fact that the vendor is not barred from doing business with the Federal Government/FEMA is required.