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 EAST HAVEN, CONN  
 Lisa Balter  
 TOWN CLERK

**Fiduciary Report 10/13/2023**

**DEADLINE for 2020 & 2021 HSGP Funds:** Purchases need to be invoiced by March 31, 2024 to provide sufficient time for processing through DEMHS. RiverCOG processing includes requesting reimbursement of payments made from the State of Connecticut *after* the invoices are paid for using RiverCOG funds that must be reimbursed.

**2020 HSGP:**

<b>Spending Deadline: May 31, 2024</b>	<b>Unallocated</b>	<b>Allocated Unspent</b>	<b>Notes</b>
ESF 6 Mass Care	\$0	\$8,349.65	Reallocate?
ESF 13 Law Enforcement	\$ 66.00	\$0	Available Funds
Bomb Squad	\$0	\$7,537.33 (truck lights)	
Equipment	\$0	\$1,385.00 (Higgins Supplies)	Reallocate?

**2021 HSGP:**

<b>Spending Deadline: April 30, 2024</b>	<b>Unallocated</b>	<b>Allocated Unspent</b>	<b>Notes</b>
ESF 13 Law Enforcement	\$ 16,833.80	\$ 46,025.00 (soft target)	Plans to spend?
IMT	\$ 3,410.90		Use for IMT Admin?
Equipment Maintenance	\$ 190.00		Available Funds
Equipment Maintenance (ESF 6 Mass Care)	\$0	\$ 30,551.56	To be reallocated
Equipment Maintenance	\$0	\$ 2,500.00 (Higgins Supplies)	Reallocate?
Training (ESF-4 ICS 300 & 400)	\$ 20,000.00		Plans to spend?
Training (IMT)	\$ 5,000.00		Plans to spend?

**2022 HSGP:**

<b>Spending Deadline: April 30, 2025</b>	<b>Unallocated</b>	<b>Allocated Unspent</b>	<b>Notes</b>
ESF 2 Communications	\$0	\$108,000.00	Plans in place
ESF 5 Cyber Security	\$0	\$ 10,000.00	Election Security project
ESF 10 NHASH HAZMAT	\$0	\$ 1,806.60 (NHASH required spend)	
ESF 13 Law Enforcement	\$0	\$ 29,085.00 (soft target)	
Bomb Squad	\$0	\$ 87,500.00	Bomb Required Spend
IMT (Team Admin)	\$0	\$ 20,000.00	
IMT (Vancor/TBNG contract)	\$0	\$ 7,000.00	
IMT (Expedition Comm/MobilSat)	\$0	\$ 4,428.00	
Equipment	\$ 18,996.64	\$ 2,500.00 (Higgins Supplies)	
Training (EMPG Coverage for HazMat)	\$0	\$ 10,300.00	Plans in place
Training (IMT)	\$0	\$ 5,000.00	Plans to spend?
Training (General)	\$ 13,530.00	\$0	Available Funds

**2023 EMPG (NHASH)**

<b>Spending Deadline: September 30, 2025</b>	<b>Unallocated</b>	<b>Allocated Unspent</b>	<b>Notes</b>
Equipment	\$37,500.00		
Training	\$37,500.00		

## **HSGP MOA & Resolution**

### **2021 MOA and Resolution Paperwork**

#### **2021 Outstanding**

*New Haven – We are still waiting for completion of Resolutions and MOAs for both FY21 and FY22*

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### **2022 MOA and Resolution Paperwork**

#### **2022 Submitted**

*Ansonia, Bethany, Branford, Cheshire, Clinton, Deep River, Derby, East Haven, Essex, Guilford, Haddam, Hamden, Killingworth, Madison, Meriden, Middlefield, Milford, North Haven, Old Saybrook, Orange, Shelton, Wallingford, West Haven, Westbrook, and Woodbridge*

#### **2022 Outstanding**

**Chester, Durham, New Haven, North Branford**

**Orange (Ann Denny completing), Seymour (Tom Eighmie checking with town hall)**

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### **2019 Closeout Custodial Appendix A MOA Paperwork**

#### **Submitted**

North Haven, Hamden, Cheshire

#### **Outstanding**

Durham, New Haven

## RiverCOG Procurement Policy Reminder:

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

Contact Susie Beckman at [sbeckman@rivercog.org](mailto:sbeckman@rivercog.org) before moving forward with any orders.

### RiverCOG Purchasing Requirements:

- All equipment being purchased must be on the Authorized Equipment List ([www.rkb.us](http://www.rkb.us)) and the AEL number must be identified.
- For any purchases over \$2,500, three methods of procurement policy compliance can be used:
  1. Three quotes. The purchaser can acquire three quotes for the equipment. 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.
  2. Use of GSA or State Bid List Contracts. In such cases, the vendor will need to 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.
  3. 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 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 separates such equipment from all other similar equipment available.
  4. Preferred Vendor. In some instances, it makes sense for purchases to go through a specific vendor if that vendor has been the source of related equipment purchases. For example, a vendor is consistently used to purchase a particular line of HazMat metering devices as the vendor provides specific servicing and training for that line of equipment. In this case, it is the duty of the purchaser to provide documentation as to why a particular vendor should be used over others that can provide the same equipment.
- A single quote for any equipment under \$2,500 shall be acceptable as long as it is considered fair and reasonable.