



Franklin Regional Council of Governments

Meeting Minutes: Franklin County Emergency Communication System Oversight Committee					
Date	September 15, 2016	Location	John W. Olver Transit Center 12 Olive St Greenfield, MA Room 221	Facilitators	Walter Tibbetts
Time	10:00 a.m. – 12:00 p.m.	Duration	2 Hours	Meeting Cancellation Notice	413-774-3167 x153

Agenda Items	Action/Motion
1. Welcoming remarks/agenda/introductions	Meeting called to order at 10:00 a.m. In attendance were Tom Powers, Joseph Cuneo, Bob Dean, Dana Jonson, Bill Perlman, Dan Nietsche, John Paciorek, Kurt Seaman, Walter Tibbetts
2. Review/approval of June 16, 2016 meeting minutes	Motion: Kurt Seaman motioned to approve the minutes from the last meeting. Joe Cuneo seconded the motion. The motion was carried by a unanimous vote.
3. Chairman’s Report	Nothing to report
4. FCECS Strategic Planning Items <ul style="list-style-type: none"> a. User training b. Report on current status and equipment list c. Written backup plan 	<ul style="list-style-type: none"> a. On-Going b. This is an on-going project. Green Mountain is half way through the preventive maintenance schedule. c. On-Going
5. Radio System Manager	<p>Green Mountain has been busy performing the scheduled preventive maintenance. On the day of the meeting there are three radio system technicians working to complete the maintenance.</p> <p>On September 13, 2016 there was an issue with a board at Poet’s Seat Tower. The solution was to take a board out of the equipment at Erving to make Poet’s Seat work. Kurt Seaman inquired about the issues created by removing this board from Erving and leaving it in a non-transmit state. The response was that Erving has been in a non-transmit state for quite some time.</p> <p>There was a lengthy discussion about the quality of transmission in east Franklin County. It was said that audio quality has been poor for the last month. This could be due to equipment failing over time or vegetation growing up to block signals. In either case Bruce will need to investigate to determine a cause.</p> <p>Kurt Seaman asked about the status of Erving in as a non-transmit state and how this status effects communication.</p> <p>Discussion about issues in East Franklin County with reception.</p>

<p>6. Old Business</p> <ul style="list-style-type: none"> a. Montague Radio Project Report b. Royalston Tower Ownership Discussion c. Recommended System Repairs – Review of Capital Improvement Plan d. FCECS Added Coverage Report – To proceed or not with recommendations e. Erving Shelter Discussion on Repairs 	<ul style="list-style-type: none"> a. No Discussion b. The Committee decided to initiate talks with the land owner and Royalston. Bruce to get a cost to move the equipment to Shelburne Mt. c. The Committee decided to craft an obsolescent chart, rate the equipment for priority, and get list of spares d. A discussion with Rowe Yankee was had to discuss the project. Need to find a location of the tower for Rowe Yankee and get the property lines. e. Executive committee was given the proposal. They have forwarded it to the finance committee with caveats. f. Will be looking at alternatives to rebuilding the shelter including finding a used shelter to replace the one there.
<p>7. New Business</p> <ul style="list-style-type: none"> a. Surplus Property at Shelburne Mt.- Generator and Cabinet b. Radio System Maintenance Contract RFP 	<ul style="list-style-type: none"> a. This issue will be tabled. b. Joe Cuneo made a motion to put out to bid the Radio System Maintenance RFP with noted changes. Kurt Seaman seconded the motion and it passed by unanimous vote.
<p>8. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>None</p>
<p>9. Wrap up and adjourn</p>	<p>None</p>
<p>10. Welcoming remarks/agenda/introductions</p>	<p>Bill Perlman made a motion to adjourn with Joseph Cuneo seconding it. The motion was carried by unanimous vote. The meeting adjured at 11:50PM.</p>