



# Franklin Regional Council of Governments

Meeting Minutes: Franklin County Emergency Communication System Oversight Committee			
<b>Date</b>	July 21, 2016	<b>Location</b>	John W. Olver Transit Center 12 Olive St Greenfield, MA Room 221
<b>Time</b>	10:00 a.m. – 12:00 p.m.	<b>Duration</b>	2 Hours
		<b>Facilitators</b>	Walter Tibbetts
		<b>Meeting Cancellation Notice</b>	413-774-3167 x153

Agenda Items	Action/Motion
1. Welcoming remarks/agenda/introductions	<b>Meeting called to order at 10:00 a.m.</b> In attendance were Bruce Beliveau, Joseph Camden, Joseph Cuneo, Bob Dean, Dana Jonson, Dan Nietsche, Bill Perlman, Kurt Seaman, Walter Tibbetts, Raine Brown
2. Review/approval of June 16, 2016 meeting minutes	<b>Motion: Dana Johnson motioned to approve the minutes from the last meeting. Kurt Seaman seconded the motion. The motion was carried by a unanimous vote.</b>
3. Chairman's Report	<ul style="list-style-type: none"> <li>a. The Western Mass Interoperability Committee asked for the FCECS to report on the direction of the West County project. It was discussed that a representative from the FCECS needs to talk to the folks at Bear Swamp to request permission to add infrastructure to their tower.</li> <li>b. It was found that Yankee Rowe is testing on our system. A representative from the FCECS needs to reach out to find out their intentions and have them come to a meeting to determine the expected use.</li> </ul>
4. FCECS Strategic Planning Items <ul style="list-style-type: none"> <li>a. User training</li> <li>b. Report on current status and equipment list</li> <li>c. Written backup plan</li> </ul>	<ul style="list-style-type: none"> <li>a. The sub-committee will be pulling files together and talking about this project moving forward.</li> <li>b. Bruce Beliveau has been gathering all serial numbers and equipment list for the book during PMs</li> <li>c. Control station has been installed at Buckland. Bruce Beliveau met with Ken Short about this project. Bruce will be getting a price to Dan Nietsche for distribution to FCECS. Butch Garrity to come up with an SOP for this back-up system.</li> </ul>
5. Radio System Manager	<ul style="list-style-type: none"> <li>a. There was a failure of the microwave link from Shelburne Mt. to Leyden. There was a failure in the transerver. Bruce Beliveau pulled the transerver out of Mt. Lincoln as a temporary replacement but due to different equipment the fix failed. The transever boards have been sent back to Aviat for repair. Joe Camden made a motion to make temporary repairs to connect Shelburne Mt and Leyden. Joe Cuneo Seconded the motion. It passed with unanimous vote.</li> <li>b. An issue arose when it was discovered there was no power at the Royalston site. It was reported that the generator was in alarm with overcrank. Powers Generator came and fixed the generator. Walter Tibbetts read an email from</li> </ul>

	<p>Royalston EMD on the subject. There was a discussion on whether or not the FCECS should abandon tower ownership.</p> <p>c. The improvements to the Montague Police Department radio system will take place this week.</p>
<p>6. Old Business</p> <p>a. Tower Usage Fees, Insurance, Policies Update</p> <p>b. Recommended System Repairs</p>	<p>a. The FCECS will need to produce an RFP to solicit companies to attached internet antennas to our towers. The FCECS cannot just take people on one at a time. It was reported that monthly fees generally run 100 to 400. Before this were to happen the owner of the tower or site, if it not the FCECS, must be alerted and asked about this proposal.</p> <p>b. Item #4 Microwave links as, Capital Expense Plan, Take the IP out of the running.</p>
7. New Business	a.
8. Business not reasonably anticipated 48 hours prior to the meeting	a.
9. Wrap up and adjourn	None
10. Welcoming remarks/agenda/introductions	<b>Walter Tibbetts made a motion to adjourn with Joe Camden seconding it. The motion was carried by unanimous vote. The meeting adjured at 12:00PM.</b>