



Franklin Regional Council of Governments

Meeting Agenda: Franklin County Emergency Communication System Oversight Committee			
Date	August 20, 2015	Location	John W. Olver Transit Center 12 Olive St Greenfield, MA Room 104
Time	10:00 a.m. – 12:00 p.m.	Duration	2 Hours
		Facilitators	Walter Tibbetts, Chair
		Meeting Cancellation Notice	413-774-3167 x153

Agenda Items	Actions and Motions
1. Welcoming remarks/agenda/introductions	Meeting called to order at 10:03. In attendance were Bruce Beliveau, Joe Cuneo, Bob Dean, Butch Garrity, Ted Harvey, Bill Perlman, Kurt Seaman, and Walter Tibbetts.
2. Review/approval of July 17, 2015 meeting minutes	Motion: Perlman moved to approve the July 17 minutes. Cuneo second. Minutes were approved unanimously.
3. Chairman's Report	Report
4. Member Reports <ul style="list-style-type: none"> a. Police b. EMS c. Fire d. Dispatch e. Sheriff's Office f. FRCOG g. Radio System Manager 	<ul style="list-style-type: none"> a. Representative not present b. Representative not present c. Cuneo reported that the radio seems better. Over the past few days there seems to be p25 interference from CT. Tibbetts noted there are different times of the day that are worse. He suggested maybe the cabinets are getting too hot during the middle of the day. Erving sent a trouble ticket reporting issues in the center of town since the change in Erving. d. Garrity provided a report from first of July. They are still having issues. He wondered when the antennas can be changed. We are still waiting on SBA. The Committee asked to continue to push SBA officials to not delay project. Cuneo said the delay is endangering responders. Cuneo suggested the Committee should write a letter. Harvey said he would write the letter and have it reviewed by the Committee before sending to SBA. e. Nothing new to report. f. Nothing new to report. g. Beliveau noted there was one issue from Montague Center who didn't fill out trouble ticket he was aware of. There was a complaint from Erving in center of town. Erving tower shouldn't cover the center so that shouldn't be a problem. Beliveau said he is having issues with IDs – re requests IDs but no one gets back to him. Committee recommends getting aliases before IDs. Perlman recommended publishing list of radios and IDs. Cuneo said the policies should not allow people to get an ID until an alias is given. Cuneo recommended sending a letter to each department with current list and ID numbers and equipment, asking for confirmation of this information. There will be no new IDs until departments confirm. Tibbetts said he will send this letter. Beliveau said he would send the list to Harvey who would then send to the committee.
5. Old Business <ul style="list-style-type: none"> a. Ashfield dead spots b. SBA tower structural analysis 	<ul style="list-style-type: none"> a. The Committee discussed the letter from Ashfield Selectboard. The question was raised about what would happen if the tower for Ashfield



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<ul style="list-style-type: none"> c. Interops update d. School radio policies e. Radio Training Program f. Tower Use Policy 	<p>was turned on right now. Beliveau noted there would be other problems in rest of system. Ashfield could be run at low power if it continues to take a while for SBA. System would have to be re-timed once Ashfield goes on. Perlman noted there is virtually no coverage in Ashfield.</p> <ul style="list-style-type: none"> b. See notes from 4g. c. Tibbetts reported that they have gone out to bid for change outs and it is a higher cost than anticipated. The budget includes \$100,000 for the west coverage study. The DCR sites remain an issue that is apparent in the DCR agreement (see below). d. Perlman said he did not see any operational protocol in there. Perlman wanted specifics for operations. Tibbetts noted it should be clear that this is one other thing of notification/communication, not the only method of communication. Beliveau will look at capability of new radios and test them with Control. The additions from the last meeting should be incorporated from last meeting into Protocols. The Committee noted that the local departments should train schools. Protocol needs to be equipment specific or include something about operations. Beliveau will look at mobile version. The Committee will provide recommendations to schools or equivalent that incorporates all the requirements. The Committee will vote during the September meeting to approve the policies. e. The Committee noted they still need to plan radio training. f. The Committee discussed the need for a tower use policy. Perlman spoke about a broadband operating company in Ashfield looking for space on the tower. Beliveau said there is no space in buildings. Policy should require the company to have own shelter and capabilities to run shelter. FCECS could supply power but the company should pay for it. They could also use a separate meter. Policy should reserve right to limit number based on structural analysis. Subject to space and capability as available ground and tower. Harvey will put together draft of policies and agreement.
<ul style="list-style-type: none"> 6. New business <ul style="list-style-type: none"> a. Windham County Request for Radio Frequencies b. Yankee Atomic Electric Company c. DCR Contract d. Consultant 	<ul style="list-style-type: none"> a. Motion: Cuneo motioned to approve Windham County request. Perlman seconded. Dean asked if there would be a fee. The Committee said there is only a fee for emergencies and mutual aid. Committee approved request unanimously. Harvey will send letter of approval. b. Motion: Garrity motioned to approve the Yankee Atomic Electric Company's request to use radio frequencies. Perlman seconded the motion. Dean asked about fees. No fees for emergencies or mutual aid. Committee approved request unanimously. Harvey will send letter of approval. c. The Committee discussed the DCR proposed contract. The Committee raised a number of issues including with the maintenance and repair section. Dean said he was looking for input from the committee before legal counsel reviews. Perlman recommends cutting out a lot. Beliveau said he needed to look at technical section and review. Termination section needs changing. Beliveau will also have to review equipment



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	<p>plan and get comments back to Harvey.</p> <p>d. Harvey sent electronic copies and evaluations to committee. Perlman, Cuneo and Tibbetts will review and send evaluations back to Raine.</p>
<p>7. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>Motion: Garrity moved that Kurt Seaman become an ex-officio member and voting member of the Committee. Seaman will represent the the box alarm part of system. Cuneo seconded the motion. Perlman said he thinks this is a good idea. Dean suggested the Committee needed to amend the bylaws. Garrity checked bylaw and this is consistent with operating policies. Committee voted unanimously to approve.</p> <p>Tibbetts brought up that the Hampshire County system also has sounded bad last few weeks, so it is not just Franklin County. Beliveau will get schedule when generators will get work done.</p>
<p>8. Wrap up and adjourn</p>	<p>Motion: Seaman motions to adjourn. Garrity seconded the motion. Vote is unanimous to approve.</p>