



# Franklin Regional Council of Governments

Meeting Minutes: Franklin County Emergency Communication System Oversight Committee			
<b>Date</b>	January 21, 2015	<b>Location</b>	John W. Olver Transit Center 12 Olive St Greenfield, MA Room 221
<b>Time</b>	9:30 a.m. – 12:00 p.m.	<b>Duration</b>	2.5 Hours
		<b>Facilitators</b>	Joe Cuneo
		<b>Meeting Cancellation Notice</b>	413-774-3167 x153

Agenda Items	Action/Motion
1. Welcoming remarks/agenda/introductions	<b>Meeting called to order at 9:30 a.m.</b> In attendance were: Bruce Beliveau, Joseph Camden, Raine Brown (Western Region Homeland Security Advisory Council), Joe Cuneo, Dana Johnson, John Paciorek, Tracy Rogers, Kurt Seaman, Wendy Snow, Butch Garrity, and consultants from Communications Design Consulting Group.
2. Review/approval of meeting minutes from November 19, 2015	<b>Motion: John Paciorek motioned to approve the minutes from the last meeting. Joseph Camden seconded the motion. The motion was carried by a unanimous vote.</b>
3. Final report from Communications Design Consulting Group	See Attached Draft Final Report
4. Vice Chairman's Report	Nothing to report.
5. Montague Police Dept. issues	<p>Chief Dodge from the Montague Police Department reported communications along the south end of Avenue A is very poor. At the moment a police officer can communicate with dispatch but they cannot hear dispatch's reply. There is also an issue where an officer has trouble communicating while responding in buildings located in Turners Falls. At the time of the meeting Montague has invested over \$10,000 to improve performance without a solution being found. It was reported that Bruce Beliveau went on a ride along going throughout Montague to get a first-hand understanding of the issue. Beliveau agreed with Chief Dodge's assessment of the radio system.</p> <p>The group discussed, with Beliveau, what equipment is on hand that has been collected from other sites that could be used to rectify the issue. Beliveau responded that there is one good Harris Master III, not being used, which will work for this application. If it were to be used on Poet's Seat, Montague would need to purchase the GPS unit to complete the installation. There is also the question of space in the rack for the new equipment. Beliveau will be checking on that and reporting back.</p> <p>After a group discussion on the way forward it was recommended that a coverage map be produced to show what the coverage would be by adding the proposed equipment on the Poet's Seat Tower antenna.</p> <p>Kurt Seaman motioned for an analysis be run for repeater placement on Poet's Seat Tower. This study cannot exceed \$400 in cost and is due at the next FCECS meeting. The motion was seconded by Joe Camden. It was determined that Green Mountain Communications will be performing the work. The motion was carried by a unanimous vote.</p>

<p>6. Member reports</p> <ul style="list-style-type: none"> <li>a. Police</li> <li>b. EMS</li> <li>c. Fire</li> <li>d. Dispatch</li> <li>e. Sheriff's Office</li> <li>f. FRCOG</li> <li>g. Radio System Manager</li> </ul>	<p><u>Police:</u> No Update</p> <p><u>EMS:</u> No update.</p> <p><u>Fire:</u> No update.</p> <p><u>Dispatch:</u> No update.</p> <p><u>Sheriff's Office:</u> No update.</p> <p><u>FRCOG:</u> No update.</p> <p><u>Radio System Manager:</u> Bruce Beliveau reported that as of this meeting everything has been good. There was an incident resulting in the loss of connectivity at Mt. Grace. The issue was found to be the UPS which had failed which made the GPS not function. Beliveau reported he bypassed the UPS and everything is working now. A new UPS will be installed.</p> <p>Butch Garrity asked that Beliveau report to the FCECS when he has completed a change, repair, or upgrade to the system. Beliveau agreed that he would email the group.</p>
<p>7. Old Business</p> <ul style="list-style-type: none"> <li>a. Interops update</li> <li>b. Tower Use Policy and MOU</li> </ul>	<p><u>Interops Update:</u> WRHSAC voted to buy a small communication trailer. WMLEC will maintain the resource. The group will be using FY14 and 15 funds to purchase. This purchase needs to go out to bid so the estimated time of arrival for the trailer is 6 months.</p> <p><u>Tower Use Policy:</u> A copy of the proposed MOU was distributed with the agenda. Tracy Rogers reported legal counsel added #6 and on page 2, #8. Legal counsel questioned why there is a provision to automatically renew the agreement. The FCECS should review each agreement when they expire and then vote to renew. John Paciorek motioned to approve the document with Butch Garrity seconding it. The motion was carried by a unanimous vote.</p>
<p>8. New business</p> <ul style="list-style-type: none"> <li>a. Officer elections</li> <li>b. Vote to appropriate an additional \$130.00 to G.M.C. for emergency repairs.</li> </ul>	<p><u>Officer Elections:</u> A vote was taken to elect officers.</p> <p>Walter Tibbets—Chairman  Joe Cuneo – Vice Chairman</p> <p>Tracy Rogers noted that FRCOG would like to nominate Dan Nietsche for Clerk.</p> <p>John Paciorek motioned to approve the officers with Dana Johnson seconding it. The motion was carried by a unanimous vote.</p> <p><u>Vote to Approve \$130.00:</u> Tracy Rogers reported on the reason for the overage. John Paciorek motioned to approve the payment with Joseph Camden seconding it. The motion was carried by a unanimous vote.</p>
<p>9. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>None Reported</p>
<p>10. Wrap up and adjourn</p>	<p><b>John Paciorek motioned to adjourn the meeting; seconded by Joseph Campden. The motion was carried by a unanimous vote.</b></p>