



Franklin Regional Council of Governments

Meeting Minutes: Franklin County Emergency Communication System Oversight Committee			
Date	May 19, 2016	Location	John W. Olver Transit Center 12 Olive St Greenfield, MA Room 221
Time	10:00 a.m. – 12:00 p.m.	Duration	2 Hours
		Facilitators	Walter Tibbetts
		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 Bruce Beliveau, Joseph Camden, Joe Cuneo, Bob Dean, Butch Garrity, Dana Jonson, Dan Nietzsche, John Paciorek, Bill Perلمان, Kurt Seaman, Walter Tibbetts, Gary Cromack, Kenneth Short
2. Review/approval of March 17, 2016 meeting minutes	Motion: John Paciorek 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	<ul style="list-style-type: none"> a. WMHSC has set dates for COML and COMT classes. Someone will need to apply though WMHSC to attend. b. On May 31st, at MEMA HQ, the Aviation Communication meeting will be held. The deliverable of that meeting is to finalize the procedures in the MIFOG for air to ground communications. c. Update on the WMLAC Communication Trailer – Bids have been open d. Representatives from CMED are supposed to meet next week at Mt. Tom to determine why Franklin County has CMED issues. e. WRHSC unallocated for FFY15 funds need to be used by November. This is important for the CDCG report. FFY 16 allocation has been out. They are going to continue with the WMLEC radio build out.
4. FCECS Strategic Planning Items <ul style="list-style-type: none"> a. User training b. Send out radio SOGs with FCECS Invoice c. Report on current status and equipment list d. Written backup plan e. Asses gaps in West County f. Develop plan from CDCG study 	<ul style="list-style-type: none"> a. No Update b. No Update c. Bruce expressed he would like to complete the preventive maintenance for the year before finishing the binder. This will allow for the binder to be up to date. d. Bruce reported the planned backup system was vernal at Shelburne Mt. if the site was compromised. He tested Buckland and it worked as well as Shelburne Mt. Bruce needs Butch to talk with MSP about adding another antenna on Buckland tower. e. Gary Cromack drilled down on the coverage maps for Bear Swamp. What he found was that the Bear Swamp site added more coverage to West County than originally thought. Gary Cromack recommends adding a stand-alone site at Bear Swamp. The grant is 150K. If it takes 250K to put Sim 1&2 on bear swamp Gary Cromack does not recommend this. The antenna at Bear Swamp will be at elevation 200' on a 300' tower. There is a problem with ROWE Yankee is that they cannot get comms on SIM1&2. There was a discussion about presenting this issue to Rowe Yankee for them to fund all or a portion of this improvement. Motion to move forward for the two projects. Walter motions Dana

	<p>Seconds, UA motion.</p> <p>f. The suggested option from the CDCG report was to go on the state 800 system. Walter Tibbetts suggested that we stay with the current system and continue with the upgrades as suggested in the study. John Paciorek reported that the system now is pretty good. He thinks we should complete the suggested stability improvements. Before we make a final decision on what system to go to allow the Commonwealth's study to come back and figure out where the State is in terms of funding stream.</p> <p>The group would like to have Bruce Beliveau complete an equipment update list to see where we should improve the equipment out of the funding we have.</p> <p>A motion to set aside a block of time at the next meeting to discuss this issue further was made by Bill Perlman. Joseph Camden seconded the motion. The motion carried by unanimous vote. The next meeting will start at 9:30AM</p>
<p>5. Member Reports</p> <p>a. Police</p> <p>b. EMS</p> <p>c. Fire</p> <p>d. Dispatch</p> <p>e. Sheriff's Office</p> <p>f. FRCOG</p>	<p>a. None</p> <p>b. None</p> <p>c. None.</p> <p>d. None</p> <p>e. None</p> <p>f. None</p>
<p>6. Radio System Manager</p>	<p>a. Shelburne Mt still has surplus equipment</p> <p>b. We will need to decide who will provide propane.</p> <p>c. It has been a while sense the HVAC has been serviced at Shelburne Mt. Bruce suggests having it serviced. Bruce to get quotes for this work.</p> <p>d. Erving Shelter is still in tough shape. The cost for this in is included in the improvement plan for the system.</p> <p>e. Bruce reported he would like to get Easton electric out to fix the alarm systems. Bruce to get price for next meetings.</p>
<p>7. Old Business</p> <p>a. Montague Radio Equipment List and Estimate</p>	<p>a. Bruce reported that the improvements will be completed in late summer.</p>
<p>8. New Business</p> <p>a. Tower usage fees, insurance, policies.</p> <p>b. Quote for Gary Cromack to apply for the license needed for the Montague improvements.</p>	<p>a. Structural analysis needed. Bob distributed examples of costs. Bill suggested that due to the current broadband initiative the FCECS should wait to finalize our cost. We should issue a RFP to see who would be interested in using the towers. We need to look at the agreement we have with property owners.</p> <p>b. A motion to pay \$700.00 to Gary Cromack to apply for the needed license for the Montague improvements was made by Butch Garrity. Kurt Seaman seconded the motion. The motion carried by unanimous vote.</p>
<p>9. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>None</p>
<p>10. Wrap up and adjourn</p>	<p>John Paciorek made a motion to adjourn with Joseph Camden seconding it. The motion was carried by unanimous vote. The meeting adjured at 12:00PM.</p>