



Franklin Regional Council of Governments

| Meeting Minutes: Franklin County Emergency Communication System Oversight Committee | | | |
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| Date | February 18, 2016 | Location | John W. Olver Transit Center 12 Olive St Greenfield, MA Room 221 |
| Time | 9:30 a.m. – 12:00 p.m. | Duration | 2.5 Hours |
| | | Facilitators | Joe Cuneo |
| | | Meeting Cancellation Notice | 413-774-3167 x153 |

| Agenda Items | Action/Motion |
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| 1. Welcoming remarks/agenda/introductions | Meeting called to order at 9:30 a.m. In attendance were: Bruce Beliveau, Raine Brown (Western Region Homeland Security Advisory Council), Joe Cuneo, Bob Dean (FRCOG), Butch Garrity, Dana Johnson, Dan Nietsche, John Paciorek, Bill Perlman, Kurt Seaman, and consultants from Communications Design Consulting Group. |
| 2. Review/approval of January 21, 2016 meeting minutes | Motion: John Paciorek motioned to approve the minutes from the last meeting. Butch Garrity seconded the motion. The motion was carried by a unanimous vote. |
| 3. Final report from Communications Design Consulting Group | <p>See Attached Summary Report from CDCG.</p> <p>The Committee asked that CDCG add another option to the “Options for Migrating to New Technology” report. This option will explore a mixed use system so that a department who does not have the capabilities to move to an all-digital system can stay on analog while keeping interoperability with those departments that have gone digital. In the case of a mixed use system, Shelburne Control will be able to hear those on both systems seamlessly. CDCG will report back on this option at the next meeting. Due to this additional work, the final draft was not approved by the Committee although the report presented was generally accepted by the members.</p> <p>It was brought to the attention of the Committee by Kurt Seaman that Raytheon JPS voting equipment will no longer be produced by Raytheon. It was the opinion of CDCG that Raytheon will continue to support the equipment and/or another manufacture will continue to produce this item. The Committee asked CDCG to explore this further and suggest equipment that could be used in its place.</p> <p>There was a lengthy discussion about the options presented by CDCG’s report in terms of which option will be best suited for the FCECS in the long term. The Committee as a whole agreed that Option 4, joining the Commonwealth’s Statewide P-25 800 MHz Trunked Radio System would be the best option. In the time between when the Commonwealth completes its study for this system, the Committee will look towards improving the current system.</p> |
| 4. Report from Green Mountain Communications: Montague Coverage Map from Poet’s Seat | Bruce Beliveau will report on the findings at the next meeting. |
| 5. Vice Chairman’s Report | Nothing to report. |
| 6. Member Reports | a. Police: No Update |

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| <ul style="list-style-type: none"> a. Police b. EMS c. Fire d. Dispatch e. Sheriff's Office f. FRCOG | <ul style="list-style-type: none"> b. EMS: No update. c. Fire: No update. d. Dispatch: Butch Garrity discussed the issues resulting from the scheduled system shutdown on January 22, 2016. The contractor completing the work shut the system down prior to the agreed upon 11AM start. Shelburne Control had no contact information/communication for the contractor on site in case an emergency made it necessary for the system to be brought back online. <p>Moving forward it was decided that Butch Garrity would draft an operational check list for service work that will impact large portions of the system, and that is consistent with the Western Massachusetts Radio Interoperability Committee Interoperable Radio Communications (WMRIC Interops) initiative.</p> <p>In the future the FCECS Radio manager should be onsite when major radio service/repairs are being conducted.</p> <p>Additionally Bruce advised he would be in contact with Ken Short to see if they could set up a backup radio at Shelburne Mountain that could serve for redundant/backup communications if needed.</p> <p>Bill Perlman made a motion for this to be engineered. Butch Garrity seconded the motion and it carried by unanimous vote.</p> <ul style="list-style-type: none"> e. Sheriff's Office: No update. f. FRCOG: The FCECS budget was approved and notices were mailed. It was discussed that in order to pay for improvements to the system the budget will need to be increased next year. There should be an outreach effort to ensure stakeholders understand the need for the improvements. |
| <p>7. Radio System Manager</p> | <p>Bruce Beliveau asked Bill Perlman how the communication has been via the Plainfield Site. Bill Perlman reported that the audio has been good.</p> |
| <p>8. Old Business</p> <ul style="list-style-type: none"> a. Ashfield Dead Spots | <p>It was reported that the areas the Ashfield tower covers has had very good reception. The Committee considers this issue closed.</p> |
| <p>9. New business</p> <ul style="list-style-type: none"> a. Erving Tower Shelter: Repair or Demo | <p>The Committee reported that the Erving tower should be kept in service for now.</p> <p>Bruce Beliveau stated that the estimate for repair work could be reduced by replacing the HVAC system with a thermostatically controlled exhaust fan. He said that the AC system has not been working for quite some time so the exhaust fan would work well.</p> <p>A discussion about the possible use of a First Light owned tower on Northfield Mtn. as a replacement for the Erving tower came up. It was proposed that a coverage map be produced by Green Mountain at a cost not to exceed \$500.00. Kurt Seaman made the motion and John Paciorek seconded it. The motion was carried by unanimous vote.</p> |
| <p>10. Business not reasonably anticipated 48 hours prior to the meeting</p> | <p>Bill Perlman reported that he should be receiving an application for tower use by a wireless internet provider.</p> |
| <p>11. Wrap up and adjourn</p> | <p>Dana Johnson made a motion to adjourn with John Paciorek seconding it. The motion was carried by unanimous vote.</p> |