



Franklin Regional Council of Governments

<i>Meeting Minutes: Franklin County Emergency Communication System Oversight Committee</i>			
Date	July 12, 2018	Location	John W. Olver Transit Center 12 Olive St Greenfield, MA 1 st Floor Meeting Room
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 Bob Dean, Butch Garrity, Murray Hill, Dan Nietzsche, John Paciorek, Bill Perlman, Kurt Seaman, Walter Tibbetts
2. Review/approval of July 12, 2018 meeting minutes	Motion: Bill Perlman motioned to approve the minutes of the last meeting held on July 12, 2018. John Paciorek seconded the motion. The motion was carried by a unanimous vote.
3. Chairman's Report	Walter Tibbetts reported there was not a WMRIC meeting this month and at the last month's meeting nothing of substance was discussed.
4. Radio System Manager Update <ul style="list-style-type: none"> a. Orange Tower Update b. Poets Seat Lightning Strike 	<ul style="list-style-type: none"> a. Murray reported on the procedure for connecting the Orange tower to Shelburne Control. He then reviewed the quotes from 2014/2016 respectfully which included a correct scope of work but the pricing needs to be update. The Committee asked Dan to put this project out to bid and include in the documentation that the vendor hold their bid prices for 90 days from the date the bids are opened. b. Murray reported on the Poets Seat lightning strike which is affecting, locally to the tower, communication. He reported that we will probably continue to get calls about static and poor clarity in the signal. He also reported that some of the calls/trouble tickets were related to Mt. Toby power failure that lasted a short period of time. Dan brought up the issue of the GPS antenna not being grounded. There was a discussion about the disappointment that this was installed two years ago and it was installed incorrectly. Kurt asked about whether we need to replace the polyphaser at each location. Murray said that they should be replaced if they were struck by lightning. Murray will work with Beltronics on providing a quote to repair the damaged equipment.
5. 800MHz System Project	The Department of Telecommunications reported that the industry lodged an appeal to the increase in surcharge. EOPSS is hoping to get a

	<p>response in 7 to 10 days from the date of this meeting.</p> <p>A discussion on paging in the era of the Commonwealth of Massachusetts Interoperable Radio System (CoMIRS) Paging was a discussion. Due to a lack of equipment that can effectively page on the system it might be necessary to keep the FCECS operational but in a reduced capacity. It was asked if an engineering study to determine which towers to keep on for the pager system was needed. Murray says yes. Walter talked about using the regional towers for paging. Butch said that would be a possibility and that Shelburne Control could page on the regional channels.</p> <p>It was asked about the possibility of subscriber fees. EOPSS reported that so long as the system is being rolled out statewide there will be no subscriber fees. The roll out will last at least 5 to 9 years. It was also noted that the current system has never charged a subscriber fee to those that are on the system.</p>
<p>6. Old Business</p> <p>a. Alarm System Maintenance</p>	<p>A system maintenance contract with Easton Electronics has been established. Kurt Seaman will be handling the scheduling and oversight of this project.</p>
<p>7. New Business</p> <p>a. Scope of Work for Radio System manager</p> <p>b. Request from NWMIMT to use system for Vigilant Guard Exercise</p> <p>c. Great Hill/GPD microwave link</p>	<p>a. A discussion was had about the scope of work in the bid documents for the Radio System Manager. Changes were noted and agreed upon. The changes consisted of rewording parts of the scope to be clearer to the prospective vendor. This RFP will go out to bid in the next week.</p> <p>b. Bill Perlman made a motion to accept the request from the NWMIMT to use the FCECS for the Vigilant Guard exercise. Butch Garrity seconded the motion. The motion carried by unanimous vote.</p> <p>c. Over the last several weeks issues have been noted between Shelburne Mt. and Greenfield Dispatch. The issue seems to happen when poor weather is happening. In order to address the issue two things will happen. An initial inspection of the equipment/software at Shelburne Mt. and Greenfield Dispatch will take place. Murray will report back on those findings at the next meeting. If it seems the issue is due to a misalignment of the microwave equipment the Committee will address allocating funds for that at the next meeting. Inspection of software. Phase Two is going up the tower. John Paciorek makes a motion for Murray to complete the initial inspection. Bill Perlman seconded the motion. The motion passed by unanimous vote.</p>
<p>8. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>Plainfield Tower Antenna Replacement: Dan reported that he does not have a firm date of arrival for the antenna but he was told that it will be sometime in mid-September. Bill asked if anything can be done in the interim to improve the communication. A discussion was had about changing out the antenna with another one until the new one comes in.</p>

	<p>Murray said that would cost the FCECS additional funding to send a person up the tower twice and that there would not be a marked improvement. Another suggestion was for Ashfield to use the regional towers. It was also suggested that Shelburne Control page off the regional tower that serves that area. These options are going to be discussed with Ashfield.</p> <p>A discussion was had about improving the inventory list. Bill Perlman made a motion to purchase numbered stickers to allow the radio system manager to better track the inventory. John Paciorek seconded the motion. The motion carried by unanimous vote.</p>
9. Wrap up and adjourn	<p>Kurt Seaman made a motion to adjourn. Butch Garrity seconded the motion. The motion carried by unanimous vote. The meeting adjourned at 11:45AM.</p>