



Franklin Regional Council of Governments

Executive Committee —*MINUTES*

Date & Time:	Thursday, August 13, 2020 at 5:00 p.m.
Location:	Remote meeting using videoconferencing technology
Facilitator:	Jay DiPucchio, Chair

Executive Committee Representatives Present:

- Jay DiPucchio, Regionally Elected
- Jim Basford, FRPB Appointee
- Bill Perlman, Regionally Elected (joined at 5:14 p.m.)
- Roxann Wedegartner, Council Appointee
- Kevin Fox, Colrain Representative

Staff Members and Guests Present:

- Linda Dunlavy, Executive Director
- Claire McGinnis, Finance Director
- Gene Howard, City of Greenfield employee
- Rebekah Boyd, Admin Services Coordinator
- Dan Nietzsche, Emergency Prep Planner

1. Review and adopt 7.16.20 Executive Committee minutes

Jay D. convened the meeting at 5:01 p.m. **Jim B. moved adoption of the 7.16.20 minutes as presented. Kevin F. seconded the motion, which passed with all in favor.**

2. Emergency Communication Issues: FCECS High Ground Lease with DCR; MOAs related to transition to CoMIRS

DCR High Ground Lease

Linda explained that FRCOG leases land on behalf of the county’s emergency communication system (FCECS) users, for placement of radio towers and equipment, from the MA Department of Conservation and Recreation. The lease expired several years ago and we had several years of unproductive negotiations and no lease agreement. DCR charges a fee for use of the mountaintop land, which the FRCOG has not paid because we did not have an executed lease agreement. Because negotiations were so consistently unsuccessful, we did not bother to request carry forwards for the outstanding payments. Just before the pandemic affected the region, FRCOG and DCR had negotiated a reasonable lease with changes and compromises intact. The lease has been signed by the FRCOG and it is expected to be signed by DCR so we will now need to pay the outstanding rent, \$3600 in total for six years. It will be paid from FY21 FCECS operating budget, with expectation of savings in another line to offset.

EOTTS and FRCOG MOA

As Franklin County migrates from FCECS to CoMIRS, a Memorandum of Agreement (MOA) between the state Executive Office of Technology Services and Security (EOTTS) and FRCOG will take effect. The draft MOA reviewed by the committee outlines, among other things, that EOTSS is requiring the FRCOG to be the contact between the towns and the state, rather than the state having to talk to 100

separate local offices. In addition, EOTSS wants FRCOG to manage grants, assist the towns with procurement of radio equipment, and assess costs for the users. Some clarification regarding FRCOG's future responsibilities as well as a contract duration clause also must be added before signing, staff noted.

Linda reported that in the initial draft, FRCOG was bestowed with power it doesn't really have. The MOA assumed the FRCOG had the authority to be the single point of contact between EOTSS and the municipalities but FC municipalities must bestow that power on the FRCOG (see discussion of next MOA below). Bill remarked that the fee section of the agreement should be changed, as asking towns and users to pay fees to two entities is unreasonable, and costs likely won't be reduced for several years. Members agreed that Linda should be the MOA signatory, as she has been the primary negotiator.

Municipalities and FRCOG MOA

A second MOA was reviewed by members, which is an MOA between CoMIRS users and the FRCOG. The primary purpose of this MOA is to give the FRCOG the authority to be the single point of contact between the state and system users. EOTSS asks that agreements be in place before the CoMIRS grant for radios is dispersed. Bill felt strongly that FRCOG should accept responsibility only for those users we currently have responsibility for, but no new ones, such as the county Sheriff's office, which currently uses the FCECS frequencies for mutual aid. Linda suggested that's a point for the agreement with EOTSS, not the towns. Members and staff discussed the distinctions between our operating procedures and those of the EOTSS, agreeing on the need for our procedures to be understood and clearly outlined in both MOAs to keep FRCOG from being responsible for maintenance and rule enforcement of the system. Dan assured the committee that the state would prefer to be responsible for their equipment. Jay asked that Linda have Atty. McNichol read the document so that FRCOG can be responsibly protected.

3. Juneteenth

Staff approached FRCOG administration asking to add Juneteenth (June 19), the nationally recognized celebration of the end of slavery, as a holiday option, in an effort for the agency to be more inclusive and culturally diverse. A paid holiday in several states, legislators in Massachusetts are currently debating whether to adopt Juneteenth as a paid holiday on that date annually, or to recognize it on the Sunday closest to June 19. FRCOG wants to be more expeditious than the state, and came up with several options for staff to celebrate the holiday, which the committee reviewed. Any change will need to be included in the Personnel Policy, drafted by the Personnel Committee, brought to the Council as first reading this October, and as a second reading in January. After discussion of the options, consensus among committee members promoted a policy that allows staff members to choose between celebrating 2 of 3 holidays: Patriot's Day, Columbus Day, and Juneteenth. This policy would keep the number of paid holidays at 13, and adopt the Juneteenth without incurring any additional cost.

4. Business not reasonably anticipated 48 hours in advance of meeting

No unanticipated business was discussed.

Roxann W. moved committee adjournment. Jim B. seconded the motion, which passed unanimously. The meeting adjourned at 5:41 PM.

Documents Distributed:

- Agenda
- Draft 7.16.20 Executive Committee/EDD Governing Board minutes
- Memo from Linda Dunlavy to the Committee dated 8.12.20, regarding Juneteenth.
- Draft Memorandum of Agreement by and between FRCOG, the FCECS, and Users of the FCECS and CoMIRS system.
- Draft Memorandum of Agreement by and between the EOTTS and the FRCOG.
- Mass DCR High Ground Permit issued to FRCOG for use of multiple DCR radio/fire towers.

Minutes taken by Rebekah Boyd.