



Franklin Regional Council of Governments

<i>Meeting Minutes: Franklin County Emergency Communication System Oversight Committee</i>			
Date	May 21, 2020	Location	John W. Olver Transit Center 12 Olive St Greenfield, MA 1 st Floor Meeting Room
Time	10:00 a.m. – 11:30 p.m.	Duration	1.5 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. This meeting was held over an online conferencing software which the public could utilize for free. In attendance were Joe Cuneo, Butch Garrity, Dana Johnson, Dan Nietzsche, John Paciorek, Bill Perlman, Kurt Seaman, Mark Williams, Walter Tibbetts
2. Review/approval of April 16, 2020 meeting minutes	Motion: Dana Johnson motioned to approve the minutes of the last meeting held on April 16, 2020. Bill Perlman seconded the motion. The motion carried by unanimous vote. A meeting in March was not held.
3. Chairman's Report	Nothing to Report
4. Radio System Manager	<p>New Salem Trouble Ticket – Most of the problem seems to be in Orange – A sweep of the New Salem Regional antenna resulted in issues either with the coaxial cable or antenna.</p> <p>New Salem – The card in the server shelf got corrupted while the system was down but still sending intermittent signals. Kurt and Beltronics tried to find the settings but we do not have that documentation. Kurt opened a work ticket with Gates to get error data.</p> <p>There are three options to rectify this issue – Contacting Comtronics to see if they have the documentation. Contacting Terry Dunn to see if he has the documentation. Try rebuilding each card from Shelburne Mt. to New Salem.</p> <p>On Tuesday the 27th the power supply at Shelburne Mt will be replaced. There will be fluctuations in coverage during that time. An email will be sent out to the chiefs in Franklin County</p> <p>Plainfield - Kurt and Craig went through the site. The site has issues especially the antennas. They were not installed correctly so there is interference between the two antennas due to them being too close. The duplexer on the SIM 2 received side is not working.</p> <p>System-wide preventative maintenance will start the week of June 1</p>

5. 800MHz System Project	Bill Perlman requested that Dan Nietsche ask for the CoMIRS engineering report. He also expressed that the Committee should start working on standard operating procedures.
6. Old Business	None
7. New Business Renewal of Generator Maintenance Contract	After a short discussion about the quality of work the vendor produced, Mark Williams motioned to renew the generator maintenance contract. Bill Perlman seconded the motion. The motion passed by unanimous vote.
8. Business not reasonably anticipated 48 hours prior to the meeting	None
9. Wrap up and adjourn	Bill Perlman made a motion to adjourn. Dana Johnson seconded the motion. The motion carried by unanimous vote. The meeting adjourned at 10:50 AM.