

**MINUTES
EMERGENCY MANAGEMENT ADVISORY COUNCIL (“EMAC”)
RADIO PROJECT SUBCOMMITTEE
REGULAR MEETING**

WATERFORD POLICE DEPARTMENT
Tuesday, November 1, 2011, 3:30 p.m.

Present: Murray Pendleton, E.M. Director and Chief of Police
Thomas Dembek, RTM Public Safety Committee
Sgt. Stephen Bellos, Communications Supervisor
Kristin Zawacki, Public Works Department representative

Absent: Erik Pawlak, Jordan Fire Dept.
Todd Goodhind, Public Safety Dispatcher

1. Call to Order

The meeting was called to order at 3:40 p.m.

2. Approval of Minutes (09/27/11 Regular Meeting)

A motion was made by Mr. Dembek and seconded by Ms. Zawacki to approve the minutes of the 09/27/11 meeting as presented. The vote was three in favor, one abstention (S. Bellos).

3. Discussion regarding Radio Project: towers, civils, equipment, etc.

- a. Follow-up on 03/01/11 proposal from Northeast Lightning Protection, LLC for fence grounding. Sgt. Bellos commented he will be working with J. Murphy (the Town’s electrical inspector) on this matter.
- b. Follow-up on 09/13/11 discussion re: FCCA licensing of Fireground system. Sgt. Bellos commented he is meeting with Dave Moffat (Tactical Communications) this week to discuss this matter.
- c. Copy of P.O. #FY12 / 675188, Electrical Wholesalers Inc., in the amount of \$691.00 for an Appleton 200 amp connector for the Fargo Road shelter. Mr. Dembek reported that the connector is in his possession but we have not yet received an invoice.
- d. Copy of P.O. #FY12 / 475114, EATON CORP., in the amount of \$4,868.00, for Fargo Road site. (We have not received an invoice yet.) Mr. Dembek will contact the vendor.
- e. Copy of P.O. #FY12 / 475115, EATON CORP., in the amount of \$4,608.00, for Miner Lane site. (We have not received an invoice yet.) Mr. Dembek will contact the vendor.
- f. Copy of September 27, 2011 EMAC minutes for purpose of follow-up on the issuance of purchase orders to EATON CORPORATION for replacement of UPS batteries and/or power modules at the equipment shelter sites. Mr. Dembek distributed copies of his e-mail dated 11/01/11, with 10/09/11 e-mail from Pat Regan (R.M. Clark Associates, Inc.) attached, requesting the issuance of purchase orders for the batteries and power modules. Consensus was to move forward with the purchase orders.
- g. Follow-up on discussion of purchase order to EATON CORPORATION for Powerware On-Site Gold Plan Plus maintenance for a 12 month service contract. Mr. Dembek commented that the Plan does cover power modules as well as batteries. Discussion was held and consensus was to recommend to the EMAC that we move forward with the On-Site Gold Plan Plus beginning July, 2012.
- h. Follow-up on status of Central Station Receiver installation, CAD Paging Link Software, & computer for the system; copy of 10/11/11 contribution of \$10,000 from Utility Commission towards Central Station Receiver installation. Sgt. Bellos stated that the system is in the process of being installed right now, including the computer and the CAD Paging Link Software.
- i. Harris monthly maintenance reports June, 2011 through September, 2011.

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- j. Harris Grouped RNM Traps Reports from 09/23/11 through 10/20/11.
- k. E-mail dated 09/30/11 from Bill Sterner, EWA, re: Sprint Nextel correspondence dated 09/23/11 re: Notification of Initiation of DMA Operations in the 817-821/862-866 Portion of the 800 MHz Band. Discussion was held and consensus was to keep on top of this if we're going to move forward with New London; Sgt. Bellos will work on this with Dave Moffat and Bill Sterner.
- l. E-mail dated 10/06/11 from Tom Dembek re: Dispatch Center UPS. Mr. Dembek looked into getting the Dispatch Center UPS onto the On-Site Gold Plan Plus, but this will not be possible due to the age of the existing equipment. Mr. Dembek advised that the Dispatch Center UPS should be made part of the 5 year CIP, as it will cost somewhere between \$16,000 - \$46,000. Consensus was that this should be included in the Emergency Management CIP and needs to be brought to the attention of Karen Ferrara.
- m. E-mail dated 10/21/11 from Sgt. Bellos, for the record, with e-mail dated 10/21/11 from Randy White re: mobile microphone part number. Sgt. Bellos reported that an audit was done and there seems to be a "sweet spot" in the microphone which might be causing our key-up problem. Randy sent back three of them and we might need to replace them all; Harris said to send them to TACH and they are being evaluated now.
- n. Tactical Invoice #7089, dated 10/07/11, in the amount of \$1,334.70, "Installed M7100 Control Station in Bus Yard and in Fire Marshal Office; programmed radio with talk groups provided by Sgt. Bellos." Chief Pendleton reported that Bruce Miller is happy with the installation. Consensus was to pay the invoice.

A motion was made by Sgt. Bellos, seconded by Mr. Dembek and unanimously voted to approve payment of Tactical Invoice #7089, dated 10/07/11, in the amount of \$1,334.70, and report said payment to EMAC.

General discussion took place, during which time Chief Pendleton commented that we need to develop a current punch list regarding microphone issues, license concerns, etc.

Sgt. Bellos reported that the Public Works Department's warehouse ceilings are falling down and, in order to prevent water damage, the radio project equipment/supplies will be moved to the Police Department for storage.

5. Adjourn

There being no further business to come before the subcommittee, and upon motion duly made, seconded and unanimously voted, the meeting was adjourned at 4:05 p.m.

Respectfully Submitted,

Kathy A. Kent
Recording Secretary