

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

WATERFORD POLICE DEPARTMENT
Tuesday, November 9, 2010, 3:30 p.m.

Present: Murray Pendleton, Emergency Management Director and Chief of Police
Thomas Dembek, RTM Public Safety Committee
Sgt. Stephen Bellos, Communications Supervisor

Absent: Curt Carlough, Public Works Department representative

1. Call to Order

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

2. Approval of Minutes (10/19/10 Regular Meeting)

A motion was made by Sgt. Bellos, seconded by Mr. Dembek and unanimously voted to approve the minutes of the 10/19/10 regular meeting as presented.

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

- a. “FYI” copy of Electrical Wholesalers, Inc. Invoice #S020639172.000, dated 09/29/10, in the amount of \$24.61, sent on 11/01/10 to Finance for payment.
- b. E-mail dated 09/30/10 from Tom Wilkerson to Tom Dembek with a list of recommended spare parts we should purchase, along with prices for each part. Mr. Dembek stated that he sent a copy of the list to Ed Crane, to get Cisco prices to compare with the prices on the list. Before he can do the comparison, Mr. Crane needs the Cisco part numbers, and Mr. Dembek is trying to get them from Mr. Wilkerson. Consensus was to table this item and carry it over to our next agenda. Sgt. Bellos will check with Ben George to get his recommendation as to what spare parts we must have.
- c. Tactical Communications Invoice #5685, dated 10/12/10, in the amount of \$2,586.00 for “Interface M7100 Control Stations to PA Systems in Fire Stations (Goshen and Quaker Hill); modify control stations as required for PA operation; supply amplifiers as required, Amplifier 10W, and Tech Labor.” Mr. Dembek stated the work at Goshen hasn’t been finished yet, and consensus was to table this item until the work is done.
- d. “FYI” copy of Tactical Communications Invoice #5721, dated 10/18/10, in the amount of \$380.00, sent on 11/01/10 to Finance for payment.
- e. E-mail dated 10/20/10 from Tom Dembek to Tom Wilkerson, asking him to move forward with making arrangements for us to return 9 Enhanced Vehicular Chargers, 15 Dual Control radio units, and 25 Tri-Chemistry Single Chargers in exchange for 7 portable P5150, P25 Trnk, 806-870MHz, IS radios. Mr. Dembek reported that we have returned the items to Harris Corp. and are awaiting receipt of the 7 portable radios.
- f. E-mail dated 10/21/10 from Judy Wilson, Manager, License Management, Enterprise Wireless Alliance, regarding annual FCC license management. Discussion was held and consensus was that we need to determine the number of call signs we have and discuss this matter further at our next meeting. In the meantime, Judy Wilson will be contacted for information regarding what they actually do, to manage licenses.
- g. Punch List from Tom Wilkerson, as of 10/25/10.
- h. E-mail dated 10/29/10 to Signcraft regarding signs for official designation of towers.
- i. Tactical Communications Invoice #5771, dated 11/01/10, in the amount of \$190.00 for a service call on 10/15/10.

3. Discussion regarding Radio Project: towers, civils, equipment, etc. (cont'd.)

i. Tactical Communications Invoice #5771 (cont'd.)

Mr. Dembek commented that the labor rate on this invoice should be \$85.00 per hour (in accordance with the State rate) instead of \$95.00 per hour. Consensus was to contact Tactical, have them change the hourly rate to \$85.00, and vote to approve payment contingent upon the change.

A motion was made by Sgt. Bellos, seconded by Mr. Dembek and unanimously voted to confirm the labor rate change to \$85.00 per hour and approve payment in the amount of \$170.00 for Tactical Communications Invoice #5771.

- j. Copy of 11/01/10 letter to Town Clerk re: EMAC Radio Project Subcommittee Meeting Schedule for 2011. Meetings will continue to be held every Tuesday at 3:30 p.m.
 - k. Copy of Harris Change Order #9, dated 11/01/10, for Seven P5150's IS (in accordance with 3.e.) Discussion was held, during which time Sgt. Bellos commented that we still need to work on getting portable radios for the Fire Police.
 - l. E-mail dated 11/08/10 from Tom Dembek to Tom Wilkerson and Dave Moffat re: M7100 Mobile Radio Drop Outs (vehicles in the FD fleet have reported issues with M7100 mobile radios intermittently dropping offline while responding to emergency calls.) Sgt. Bellos talked to Bill Mugovero yesterday, and the problem is NOT the radio. More testing needs to be done, and Tactical and Harris Corp. need to work it out.
 - m. Punch List from Tom Wilkerson, as of 11/08/10
Chief Pendleton stated several issues have been addressed and we should be able to revise the punch list. Discussion was held, during which time consensus of the subcommittee was that the EMAC Radio Project funds are paying for the initial installation of the radios in Town of Waterford cars, but after that, each department will be responsible for their own. Car #11 initial key up will be addressed on 11/10/10 and within the next 48 hours we'll have an updated punch list.
 - n. E-mail dated 11/08/10 from Tom Dembek re: declaring as surplus the old Winco LP gas generator from Fargo Road. Discussion was held, and Chief Pendleton will recommend that the First Selectman declare this old generator as surplus.
 - o. E-mail dated 11/09/10 from Tom Wilkerson re: Waterford: Grounding Evaluation and Quote
Discussion was held, with Chief Pendleton mentioning he will be meeting with the First Selectman and the Finance Director on 11/18/10 to talk about grounding and lightning protection for the Dispatch Center and the Police Building. Mr. Dembek stated that he met today with Matt Condon of Condon & Sons (electrical contractor), gave him a copy of the Harris grounding book and Mr. Condon will be giving us a quote on interior grounding and surge protection.
- 4. Develop consensus regarding recommendations to EMAC**
- a. Report to the EMAC that the subcommittee voted to approve payment of Tactical Communications Invoice #5771 in the amount of \$170.00

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 4:15 p.m.

Respectfully Submitted,

Kathy A. Kent
Recording Secretary