

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

WATERFORD POLICE DEPARTMENT  
Tuesday, August 9, 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 3:37 p.m.

**2. Approval of Minutes (06/21/11 Regular Meeting)**

A motion was made by Sgt. Bellos, seconded by Ms. Zawacki and unanimously voted to approve the minutes of the 06/28/11 meeting as presented.

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

- a. E-mail dated 06/09/11 from Sgt. Bellos re: MedNet Upgrades. Per Sgt. Bellos, we're all set, they know we want the new radios at the appropriate time.
- b. "FYI" copy of Tactical Communications Invoice #6608, dated 06/20/11, in the amount of \$95.00, sent on 06/29/11 to Finance for payment.
- c. "FYI" copy of Tactical Communications Invoice #7615, dated 06/23/11, in the amount of \$1,910.00, sent on 06/29/11 to Finance for payment.
- d. "FYI" copy of Tactical Communications Invoice #5192, dated 06/28/11, in the amount of \$2,655.00, sent on 06/29/11 to Finance for payment.
- e. Vendor copy (not yet sent) of Purchase Order # FY12 / 675164 to Vision Air for CAD Paging Software License, amount \$5,510.00. Discussion was held and consensus was to send the Purchase Order to the vendor at this time.
- f. Vendor copy (not yet sent) of Purchase Order # FY12 / 675166 to Harris Corporation for P25 System Maintenance Agreement, 12/21/11 through 06/30/12, amount \$101,014.38. Discussion was held and consensus was to send the Purchase Order to the vendor at this time.
- g. Harris Grouped RNM Traps Reports from 06/24/11 through 07/28/11. Sgt. Bellos commented that there were quite a few carrier alarms, meaning there was some interference, but it didn't cause any problems and Randy (White) was not concerned. However, Randy detected an error in the bypass reports and he's working on fixing it.
- h. Tactical Communications Invoice #6665, dated 07/06/11, in the amount of \$3,500.00 per Quote 391, Demo Portable Package M/A Com Labeled Stock, in accordance with P.O. #FY11/675161.

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

h. (cont'd.)

A motion was made by Sgt. Bellos, seconded by Mr. Dembek and unanimously voted to approve payment of Tactical Communications Invoice #6665, dated 07/06/11, in the amount of \$3,500.00 per Quote 391, Demo Portable Package M/A Com Labeled Stock, in accordance with P.O. #FY11/675161, and report said payment to the EMAC.

i. Tactical Communications Invoice #6694, dated 07/15/11, in the amount of \$26,835.00 per Quote 445, Portable P5130 radios with antennas and lapel microphones, in accordance with P.O. #FY11/675160.

A motion was made by Ms. Zawacki, seconded by Sgt. Bellos and unanimously voted to approve payment of Tactical Communications Invoice #6694, dated 07/15/11, in the amount of \$26,835.00 per Quote 445, Portable P5130 radios with antennas and lapel microphones, in accordance with P.O. #FY11/675160, and report said payment to the EMAC.

j. Tactical Communications Invoice #6693, dated 07/15/11, in the amount of \$67,617.60 per Quote 444, Portable P5150 radios with antennas and lapel microphones, in accordance with P.O. #FY11/675159.

A motion was made by Sgt. Bellos, seconded by Mr. Dembek and unanimously voted to approve payment of Tactical Communications Invoice #6693, dated 07/15/11, in the amount of \$67,617.60 per Quote 444, Portable P5150 radios with antennas and lapel microphones, in accordance with P.O. #FY11/675159, and report said payment to the EMAC.

k. Harris Corporation (DBA RF Communications, Public Safety & Professional Communications Division) Invoice #3042010MB Rev 2, dated 07/07/11, in the amount of \$12,999.00. Discussion was held and consensus was to hold payment of this invoice until after the training is completed towards the end of August.

l. Integrated Technical Systems, Inc. Invoice #KS345, dated 07/08/11, in the total amount of \$55,273.00 for Central Station Receiver Replacement, sent on 07/11/11 to Finance for payment as follows: \$34,304.78 from 800 MHz Trunked Radio System, \$20,968.22 from SOS Grant #2007CKWX0084.

m. E-mail dated 08/04/11 from Tom Wilkerson, Harris Corporation, regarding release of bond. Discussion was held and Chief Pendleton consulted with David Moffat, Tactical Communications, who concurred with the subcommittee that it would be appropriate to release the bond at this time.

n. E-mail dated 08/08/11 from Rudie Beers, stating that she will take care of the bond release, but the Subcommittee needs to vote to approve the release. Discussion was held and consensus was to recommend to the EMAC that the bond be released.

A motion was made by Sgt. Bellos, seconded by Mr. Dembek and unanimously voted to recommend that the EMAC approve the release of the Harris Corporation Bond #82141578 in the amount of \$4,918,130.00.

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

- o. Business Radio Licensing notice dated 06/23/11 re: FCC license for call sign WPUS812, granted 04/25/02, due to expire on 04/25/12. Mr. Dembek stated that a copy of this notice should be forwarded to the Utility Commission, for informational purposes.
- p. Business Radio Licensing notice dated 07/27/11 re: FCC license for call sign WNZJ915, granted 03/12/02, due to expire on 05/20/12.
- q. Federal Licensing, Inc. notice re: FCC license for call sign KCH209, granted 06/11/01, due to expire on 07/02/11.
- r. Federal Licensing, Inc. notice re: FCC license for call sign WNZJ915, granted 03/12/02, due to expire on 05/20/12.

General discussion took place, during which time Sgt. Bellos commented that we have the Fire Police radios but need to decide how we want to distribute them.

Sgt. Bellos commented that CT DESPP is moving forward with the Vauxhall Street site for ICALL/ITAC/CSPERN, via microwave, for alpha-numeric paging. Quinebaug Valley is doing a site study and the paging system is moving forward. Southwest is primary, Cohanzie is secondary.

Discussion took place regarding punch list items, and the following items were determined to be outstanding:

- 1. Inspection of Dispatch Center Roof Grounding.
  - 2. Complete the analysis of the call signs and FRNs.
  - 3. FMO and School Bus mobile radios.
  - 4. Raise the tower antenna at Quaker Hill and Southwest (Daniels Ave.)
  - 5. Flashing Alert signs – LED lights not working on two signs, need to fix.
  - 6. Tri-town radio – not narrowbanded; need it for hazardous action based incidents; will need to buy a new radio base station.
- 4. Develop consensus regarding recommendations to EMAC**
- a. Report to EMAC: approved payment of Tactical Communications Invoice #6665, dated 07/06/11, in the amount of \$3,500.00 per Quote 391, Demo Portable Package M/A Com Labeled Stock, in accordance with P.O. #FY11/675161.
  - b. Report to EMAC: approved payment of Tactical Communications Invoice #6694, dated 07/15/11, in the amount of \$26,835.00 per Quote 445, Portable P5130 radios with antennas and lapel microphones, in accordance with P.O. #FY11/675160.
  - c. Report to EMAC: approved payment of Tactical Communications Invoice #6693, dated 07/15/11, in the amount of \$67,617.60 per Quote 444, Portable P5150 radios with antennas and lapel microphones, in accordance with P.O. #FY11/675159.

**4. Develop consensus regarding recommendations to EMAC (cont'd.)**

- d. Recommend that the EMAC approve the release of the Harris Corporation Bond #82141578 in the amount of \$4,918,130.00.

**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