

**MINUTES
EMERGENCY MANAGEMENT ADVISORY COUNCIL (“EMAC”)
SPECIAL MEETING**

WATERFORD POLICE DEPARTMENT
Tuesday, November 30, 2010, 5:00 P.M.

Present:

Stephen Bellos, Communications Supervisor
Curt Carlough, Department of Public Works
J.W. “Bill” Cote, community representative
Thomas Dembek, RTM Public Safety Committee
Ronald Fedor, Board of Finance, community representative (arrived at 5:52 p.m.)
Todd Goodhind, Public Safety Dispatcher
Mitchell Margolis, Board of Fire Commissioners representative
Erik Pawlak, Waterford Fire Engine Co. No. 1, Inc. (Jordan Fire Dept.)
Murray Pendleton, Emergency Management Director and Chief of Police
Bruce Shewbrooks, community representative
Thomas Wagner, Planning Director, community representative.

Absent:

Michael Deray, Waterford Public Schools Business Manager
Karen Ferrara, Emergency Management Admin. Officer
Bruce Miller, Fire Administrator, Fire Marshal’s representative
Daniel Steward, First Selectman, Board of Police Commissioners
Neil Wiseman, Fire Officers’ Association

1. **Call to Order and Pledge of Allegiance:** Chief Pendleton called the meeting to order at 5:06 p.m. and the Pledge of Allegiance was recited.
2. **Establish Quorum:** A quorum was established.
3. **Review and approval of Minutes, 08/31/10 Regular Meeting**
A motion was made by Mr. Cote and seconded by Mr. Margolis to approve the minutes of the August 31, 2010 Regular Meeting as presented. The vote was 8 in favor, 2 abstentions (Goodhind, Pawlak).
4. **Report of Radio Project Subcommittee**
 - a. Minutes, 08/31/10 regular meeting
 - b. Minutes, 09/21/10 regular meeting
 - c. Minutes, 10/19/10 regular meeting
 - d. Minutes, 11/09/10 regular meeting
The Council members received the minutes and had no comments.
 - e. Radio Project overview
Mr. Dembek reviewed the status of the project and discussion was held.
5. **Correspondence**
 - a. EMAC 2011 Regular Meeting Schedule
 - b. Letter dated 11/30/10 to Waterford Utility Commission, thanking them for their support during the radio system construction and requesting their continued support during the operational phase.
6. **Consider and act on Radio Project Subcommittee recommendations**
September 21, 2010 Regular Meeting
 - a. Report to EMAC: the subcommittee voted to approve payment of \$15,556.00 to Harris Corporation for the remaining balance of Invoice #092809MB, dated 09/28/09, contingent upon concurrence by Sgt. Bellos.
 - b. Report to EMAC: the subcommittee voted to approve payment of Tactical Communications Invoice #5521, dated 08/30/10, in the amount of \$4,800.00.

6. Consider and act on Radio Project Subcommittee recommendations (cont'd.)

- c. Report to EMAC: the subcommittee voted to approve the purchase and installation of PA Amplifiers for the PWD and Goshen Fire Department, and authorize Tactical to do the work, in an amount not to exceed \$800.00.

October 19, 2010 Regular Meeting

- d. Report to EMAC: the subcommittee voted to approve payment of Electrical Wholesalers Invoice #S020639172.000, dated 09/29/10, in the amount of \$24.61.
- e. Report to EMAC: the subcommittee voted to approve payment of Tactical Invoice #5721, dated 10/18/10, in the amount of \$380.00 for an Emergency Service Request on October 2, 2010.

November 30, 2010 Regular Meeting

- f. Report to EMAC: the subcommittee voted to approve payment of Tactical Communications Invoice #5771 in the amount of \$190.00
- g. Recommend approval to pay Tactical Communications, Inc. 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."

A motion was made by Mr. Wagner, seconded by Mr. Margolis and unanimously voted to approve payment of Tactical Communications, Inc. Invoice #5685, dated 10/12/10, in the amount of \$2,586.00

- h. Recommend approval of Harris Corp. Change Order #10, dated 11/30/10, for Grounding Engineering Services in the amount of \$36,891.00.

A motion was made by Mr. Cote, seconded by Mr. Wagner and unanimously voted to approve Harris Corp. Change Order #10, dated 11/30/10, for Grounding Engineering Services in the amount of \$36,891.00.

- i. Recommend approval of Tactical Quote #m358, dated 11/30/10, in the amount of \$2,736.10 for noise cancelling headsets.

Mr. Cote inquired whether provisions had been made to keep extra headsets in stock, as he uses them in his line of work and is aware of the potential need to replace broken units at a moment's notice. Lengthy discussion was held and consensus of the EMAC members was to authorize and approve the purchase of 21 headsets instead of 14 and authorize Sgt. Bellos to designate the use of the headsets in an appropriate manner.

A motion was made by Mr. Wagner, seconded by Mr. Cote and unanimously voted to approve the purchase of 21 noise cancelling headsets instead of 14, and adjust the Tactical Quote accordingly.

7. Adjournment

There being no further business to be discussed, and upon motion duly made, seconded and unanimously voted, the meeting was adjourned at 5:59 p.m.

Respectfully Submitted,

Kathy A. Kent
Recording Secretary