



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

June 8, 2021

9:30am

Remote Video Conference Call

[Zoom Link](#)

Meeting ID: 913 9819 5126

Passcode: 319549

Dial-In: 646 876 9923

Call to Order

- The June 8, 2021 meeting of the NERAC Interoperability Committee was called to order by Chair C. Ryan at 9:30am. He asked for approval of the minutes from the May 11, 2021 meeting.

Approval of Minutes from the May 11, 2021 Meeting

MOTION put forth by Chief M. Mansfield.

- Approve the May 11, 2021 meeting minutes.
 - Seconded by J. Griffin.
 - Vote taken by roll call:
 - In Favor: J. Griffin, Chief J. Targ, Chief M. Mansfield, D. Spinosa, J. Brickett, M. Collins, M. Foster.
 - Opposed: None.
 - Abstain: R. Patterson.
 - The motion passed.

Budget Update

All Committee members were provided with the following budget update:

| Project Name | Funding Year | Allocated Amount | Encumbered Amount | Invoiced Amount |
|---|--------------|------------------|-------------------|-----------------|
| Pow Wow Hill Tower Feasibility Study | FFY2019 | \$50,000.00 | \$35,000.00 | \$0.00 |
| ECFCA UHF Receivers | FFY2019 | \$41,045.29 | \$0.00 | \$0.00 |
| NEMLEC Portable Radios | FFY2019 | \$45,000.00 | \$44,330.25 | \$44,330.25 |
| Field Communications Unit Upgrades | FFY2019 | \$15,243.79 | \$15,243.79 | \$15,243.79 |
| COML Programming BF/OT Support | FFY2019 | \$14,364.00 | \$0.00 | \$0.00 |
| Fire District 5/15 Radio Simulcast Upgrades | FFY2019 | \$11,883.16 | \$11,883.16 | \$11,883.16 |
| COML/COMT Training | FFY2020 | \$50,000.00 | \$0.00 | \$0.00 |
| Communications Unit Upgrades | FFY2020 | \$14,299.00 | \$0.00 | \$0.00 |
| Cybersecurity Initiatives | FFY2020 | \$20,000.00 | \$0.00 | \$0.00 |

| | | | | |
|---|---------|--------------|--------|--------|
| Fire District 5/15 Portable Radio Cache | FFY2020 | \$120,000.00 | \$0.00 | \$0.00 |
| Fire District 5/15 Simulcast UHF | FFY2020 | \$15,000.00 | \$0.00 | \$0.00 |
| Fire District 5/15 Wide Area VHF | FFY2020 | \$85,000.00 | \$0.00 | \$0.00 |
| Fire District 6 Communications Upgrades | FFY2020 | \$100,000.00 | \$0.00 | \$0.00 |
| Amesbury Feasibility Study | FFY2020 | \$30,000.00 | \$0.00 | \$0.00 |

Unallocated Amounts:

- FFY2019: \$347.86*
- *Corrected from the version sent out in the meeting packets.
- FFY2020: \$0.00

Current Grant End Dates:

- FFY2019: December 31, 2021
- FFY2020: July 31, 2022

FFY19 NEMLEC Portable Radios Project: The project is now closed out and the remaining \$669.75 was reverted back to general Interoperability line item. This brings the unallocated total to \$1,017.61.

Project Updates/Discussion

Fire District 5 and 15 Portable Radio Cache

- 12 all band portable radios purchased from Motorola for the Essex County Fire Chiefs Association were delivered.
- 1 additional radio was purchased via a contract increase and the PO was issued. Motorola says that is in production and expected to ship shortly.
- A contract was awarded to Motorola Solutions, Inc. for \$1,462.11 for 13 additional backup portable radio batteries. This still leaves \$12,213.23 remaining for this project.

MOTION put forth by J. Brickett.

- Purchase one additional radio, one additional battery, 2 pelican cases, and engraving services for the radios purchased for the Fire District 5 and 15 Portable Radio Cache utilizing the remaining funding for the project.
 - Seconded by R. Patterson.
 - Vote take by roll call:
 - In Favor: J. Griffin, Chief J. Targ, Chief M. Mansfield, D. Spinosa, J. Brickett, M. Collins, R. Patterson, M. Foster, D. Frizzell.
 - Opposed: None.
 - Abstain: None.
 - The motion passed.

Fire District 6 Communications Upgrades

- EHP approval was received for all locations.
- MAPC will work with Chief J. Targ and Deputy Chief R. Patterson to develop IFB specifications.

Field Communication Units Upgrades

- The final piece of this project is the purchase and installation of a remote radio head for Field Comm 20 in Lawrence.

- An RFQ was conducted for the APX Control Head, and the contract was awarded to Motorola Solutions for \$709.84. The PO is being signed and will be issued this week.
- Next/final steps: MAPC will coordinate with D. Spinosa and Two Way Communications/New England Vehicle Outfitters (the vendor who completed the original work on the Field Comm Units) to conduct a sound business procurement for the installation for the remote head.

NERAC Region COML/COMT Radio Programming

- PJ was approved on 5/19 for funding for backfill and overtime for regional COML and COMTs to provide technical assistance to municipalities for radio reprogramming and channel organization services, as well as to attend a NEMLEC training on June 2nd.
- D. Spinosa is working on an equipment list and specs, and then MAPC will submit a new/amended PJ for EOPSS approval.
- D. Spinosa stated that 4 COML/COMTs attended the June 2nd training, along with Field Comm 20 and 60. New radios were installed and portable radios were given to them. Templates were reviewed and testing was conducted.

Pow Wow Hill Feasibility Study

- There are two potential locations for the new tower 1) the parcel of land near the water tank (lower elevation so taller, more expensive tower would be needed) 2) the plot of land adjacent to the previous fire department tower at the top of the hill near the dog park (the higher elevation would allow for shorter, less expensive tower).
- M. Foster asked which entities currently have equipment at that location or may want to have equipment there.
 - C. Ryan: On Pow Wow Hill there is currently BAPERN microwave on one tower, as well as City of Amesbury Police and Fire, and they are currently paying rent for these locations. CMED is interested in adding a system at that location, and Essex County Fire Chief's Association is looking to add a simulcast system.
- M. Chagnon: Green Mountain Communications believes they may be able to decrease the proposed tower height from 200 ft. to 130-140 ft. with 5 dishes total at various heights on the tower if we move forward with option 2 above. M. Chagnon stated plans to size the shelter for 4 racks and a rack for power (hybrid power plant for AC and DC power - 100amp service for 48 and 100 amp for 24 to every rack, 2 breakers per rack in the DC plan). There will also be a diesel generator.
 - The Committee suggested the study show 15 racks instead and that Green Mountain size the shelter accordingly. Members felt comfortable with the tower load proposed by Green Mountain and identified the following for the record:
 - BAPERN Radio
 - BAPERN Microwave
 - CMED and Essex County Fire radios tying into microwaves on site
 - City of Amesbury Police/Fire UHF/VHF system
 - Microwave shot down to fire house or police station
 - Microwave from Pow Wow to the Essex County RECC
 - Microwave from Pow Wow to Wood Hill
 - D. Spinosa stated that a robust fiber network will need to go the tower as a backup and RF combining equipment will be the direction we will be moving in.
- J. Brickett asked about the vegetation calculation that was used.
 - M. Chagnon: Topography database was used to calculate 10 year growth projection on the hill after site survey.
- M. Collins asked if there is interest from any cell providers on any of these towers.

- M. Chagnon: There is probably not a carrier opportunity there.
- C. Ryan stated that the goal is to have municipally owned tower that is 100% for public safety.
- A. Reilly: Generating income from the tower most likely will not be an option given the tower will be funded with Federal homeland security funds and it is unlikely that state and Federal approvals will be received for program income related to this project.
- C. Ryan stated that City of Amesbury is being considered to be the owner based on original discussion, but that is not final.

SIEC Report Out

- New SWIC
 - Richard Fiske is the new Statewide Interoperability Coordinator (SWIC). He comes to the role from his most recent position as Director of 911 PSAP Operations at the State 911 Department.
- C. Ryan stated there was no SIEC meeting last month, but the June meeting will be held as scheduled. C. Ryan and R. Fiske will meet to discuss the Communications Unit Steering Committee.

New/Old Business

- M. Collins and D. Frizzell have been approved by the NERAC Chair and Full Council and are now voting members of the Committee.
- The subject of how to remove inactive members from the Committee will be discussed at the next Full Council meeting.
- A. Reilly asked the group if anyone knew of a communications tower the Essex County Tech Rescue Team could utilize for an upcoming drill.
 - M. Collins offered Beverly's 100 ft. lattice wind turbine tower.
- M. Foster asked if the MSP has any plans to add additional TAKSTACKs in Essex County, especially downtown Beverly/Salem. C. Ryan will follow up with R. Fiske on this.
- C. Ryan is looking into a COML/COMT class from 2016 that was never submitted to the Feds. There have been issues with attendees not getting task books signed off on.
- The next meeting of the Committee will take place on July 13.

MOTION put forth by M. Foster.

- Adjourn.
 - Seconded by J. Griffin.
 - Vote taken by roll call:
 - In Favor: J. Griffin, Chief J. Targ, Chief M. Mansfield, M. Collins, M. Foster, D. Spinosa, D. Frizzell, R. Patterson.
 - Opposed: None.
 - Abstain: None.
 - The motion passed.

ATTENDEES-COMMITTEE MEMBERS

Chris Ryan: Deputy Director, North Shore Regional 911 Center*

Dave Spinosa: Communications Director, Essex County Sheriff's Department*

Chief Michael Mansfield: Andover Fire Rescue

Jon Brickett: Executive Director, Northeast EMS Inc. *

Joe Griffin: Greater Boston Police Council
Mark Foster: Beverly Emergency Management*
Chief Joe Targ: Westford Fire Department
Rich Patterson: Preparedness Coordinator, Northeast EMS, Inc.
Dave Frizzell: Executive Director, MetroFire
Mike Collins: Commissioner, Beverly Public Services & Engineering

ATTENDEES-OTHER

Amy Reilly: MAPC
Lauren Sacks: MAPC
Maurice Chagnon: Green Mountain Communications
Rich Fiske: EOPSS Statewide Interoperability Coordinator

ABSENT

Chuck Jessico: Andover Public Safety
Mike Kass: Armstrong Ambulance Service
Michael Torosian: Ashland Fire Department
Tyler Dechene: Middleton Fire Department

The following documents were used/referenced during the meeting:

- May 11, 2021 meeting minutes
- FFY19 and FFY20 Budget Updates
- Example Microwave Dish Specifications