



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

July 13, 2021

9:30am

Remote Video Conference Call

[Zoom Link](#)

Meeting ID: 960 9756 9906

Passcode: 397310

Dial In: 646 876 9923

Call to Order

- Acting Chair Deputy Chief R. Patterson called the July 13, 2021 meeting of the NERAC Interoperability Committee to order at 9:30am.

Approval of Minutes from the June 8, 2021 Meeting

MOTION put forth by J. Griffin.

- Approve the June 8, 2021 meeting minutes.
 - Seconded by D. Spinosa.
 - In Favor: M. Collins, T. Dechene, M. Foster, D. Frizzell, J. Griffin, Chief M. Mansfield, D. Spinosa, Chief J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Budget Update

- All committee members were provided with the following budget update in the meeting packet:

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	\$ 17,236.99	\$ 16,491.13	\$15,244.29
COML Programming BF/OT Support	FFY2019	\$14,364.00	\$0.00	\$0.00
Fire District 5/15 Simulcast Equipment	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
Fire District 5/15 Portable Radio Cache	FFY2020	\$120,000.00	\$107,786.77	\$ 98,145.84
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: \$1,225.87
- FFY2020: \$0.00

Current Grant End Dates:

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

Project Updates/Discussion

Fire District 5 and 15 Portable Radio Cache

- The following purchases are in process:
 - 1 APX800 Portable All Band-Radio (20NE-005) – The speaker mic and battery have shipped, and the radio is heading to the production line shortly.
 - 13 IMPRESS 2 Portable Radio Batteries (20NE-007) – These have shipped, and tracking indicates delivery is expected 7/13.
- Procurement is underway for an additional radio and battery, 2 pelican cases, and engraving services for the radios.

Fire District 6 Communications Upgrades

- MAPC will work with Chief J. Targ and Deputy Chief R. Patterson to develop IFB specifications.

Field Communication Units Upgrades

- The final purchases related to this project are underway:
 - 1 APX Control Head Unit – This order is in the fulfillment process and Motorola expects it to ship any day.
 - The PO for installation has been issued so that work can be completed once the unit is delivered to New England Vehicle Outfitters.

NERAC Region COML/COMT Radio Programming

- The NEMLEC training occurred last month and MAPC will process any backfill and overtime requests when they are received.
- COMLs/COMTs participating in the initiative are developing a mission statement, SharePoint site, and a list of necessary equipment required to complete the radio programming. MAPC will submit a PJ amendment to EOPSS with that information once finalized.

Woburn Zion Hill Generator

- This project will support the purchase of a 200-500 KW generator for the Zion Hill tower site in Woburn, MA, which is a critical simulcast site for BAPERN and Metro Fire.
- The project was originally included in the FFY20 plan, but the funding was reallocated to portable ventilators due to COVID-19. It is now included in the FFY21 plan, but needs to move forward more urgently than when we will receive FFY21 funding (October) because there were recently severe power issues at the location.

- Originally, \$40,000 was allocated for NERAC's portion of the generator (City of Woburn and BAPERN would contribute as well).
- The Committee considered reallocating \$40,000 from FFY20 B.02 COML/COMT Training and/or FFY19 A.09 COML Programming BF/OT Support to begin this project, which will be replenished when FFY21 funding is received.
- MAPC will handle the procurement and coordinate payment with other contributing entities.

MOTION put forth by J. Griffin.

- Reallocate a total of \$40,000 from FFY20 B.02 COML/COMT Training and/or FFY19 A.09 COML Programming BF/OT Support for the Woburn Zion Hill Generator (exact allocations to be determined based on funding remaining after BF/OT requests are received).
 - Seconded by Chief M. Mansfield.
 - In Favor: M. Collins, T. Dechene, M. Foster, D. Frizzell, J. Griffin, Chief M. Mansfield, D. Spinosa, Chief J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Pow Wow Hill Feasibility Study

- The draft report was sent to the Committee on June 22, 2021 and was included in the meeting packet for review.
- Maurice Chagnon and Dave Sykes from Green Mountain Communications were present to discuss the draft report.
 - The "Primary Option" is the location at the top of the hill, which does not require as much height for the microwave paths, so it will save cost.
 - There is a clear line of site from Pow Wow Hill (both locations) to Holt Hill Andover, Baldpate, E-RECC, and Wood Hill. There are obstructions to Danvers, Lawrence General, Andover PSB, Tyngsboro, and Tewksbury.
 - Simulcast coverage areas were evaluated to ensure new tower location has equal or better coverage than the existing tower.
 - R Patterson noted that the CMED component is missing (UHF, VHF) and will provide Green Mountain Communications with further information.
 - T. Dechene can provide list of frequencies that they need propagation studies on, but stated that a lack of FCC license should not prohibit analysis in the report.
 - For the final report, Green Mountain Communications will:
 - Include projected coverage map from each of the two proposed tower locations.
 - Have computer rendered drawings (not handwritten).
 - Complete the table and tie to coverage predictions.
 - Provide further details on cost projections.
 - Include tower design, foundation design, and shelter information.
 - There is an expansion opportunity for 100% of existing UHF/VHF antennas (6 microwave paths and 12 whip antennas at each level).
 - Cost projections are based on the primary option location.
 - Draft pricing includes 10 racks equipped in the shelter, but the shelter will support more so there is room for expansion.

- A. Reilly noted that the Committee had determined that 15 racks would be needed.
- T. Dechene requested that there are physical provisions considered for security cameras (cable passthrough above the entry door), so that there is the option to install them later without building penetration.

New/Old Business

- The committee will not meet in August.

MOTION put forth by D. Frizzell.

- Adjourn the meeting.
 - Seconded by Chief M. Mansfield
 - In Favor: M. Collins, T. Dechene, M. Foster, D. Frizzell, J. Griffin, Chief M. Mansfield, D. Spinosa, Chief J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

ATTENDEES-COMMITTEE MEMBERS

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

Tyler Dechene: Middleton Fire Department

Chief Michael Mansfield: Andover Fire Rescue

Joe Griffin: Greater Boston Police Council

Mark Foster: Beverly Emergency Management*

Chief Joe Targ: Westford Fire Department

Deputy Chief 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

David Sykes: Green Mountain Communications

ABSENT

Chuck Jessico: Andover Public Safety

Mike Kass: Armstrong Ambulance Service

Michael Torosian: Ashland Fire Department

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

Jon Brickett: Executive Director, Northeast EMS Inc. *

The following documents were used/referenced during the meeting:

- June 8, 2021 meeting minutes
- FFY19 and FFY20 Budget Updates
- Pow Wow Hill Tower Feasibility Study Draft Report