

Town Wide Radio System Committee  
Tuesday March 26, 2018  
Municipal Office Complex  
1 Plains Road  
Meeting Room 4  
6:00 PM  
Special Meeting  
Approved Minutes

Committee Members Present: Craig Mansfield, Bob Bennet, Joe Szczech, Bruce Dutch, Ray Swol and Kevin Cavallo

Guests Present: Dave Moffat

Meeting called to order at 6:05 PM by Chairman Craig Mansfield

1. Approval of Minutes:

Motion by Bob Bennet seconded Kevin Cavallo by to approve the minutes from February 27, 2018. Motion passed unanimously.

2. Site Discussion:

**Buckley Hill:**

Craig had discussion with Chuck at QV. They are in agreement with what was sent over to go into an MOU. Craig is waiting on QV to send over a draft MOU which we should have by next meeting. Group also agreed that there was no need for 46.18 but should have .22 on this site.

**Mt Parnassus Project update:**

The state has approved the Antenna design; antennas have been ordered and will be installed as soon as they arrive.

### **Middle School Tower:**

Tactical to push the site testing and design to be complete ASAP. It was made clear that the majority of this work should be done during the summer shut down. Additionally, there may be interest from Colchester and East Hampton to share on this site.

### **Goodspeed:**

No update

### **"5<sup>th</sup>" site:**

Honey Hill Site is now owned by a third party tower company and it will be expensive to get on the site. Committee agreed to get the other 4 sites online and then based on coverage issues look at what options are available to fill the gaps.

### **General Site discussion:**

Design of the rack layout for the 4 known sites was reviewed by the committee.

Additional discussion was held on cost savings, programing, setup time, etc. if we were to purchase all the equipment upfront. After discussion, the committee agreed to purchase equipment for at least the 4 known sites upfront. In addition it make sense to purchase all of the required spare parts inventory at the same time.

A motion was made by Ray Swol, seconded by Bruce Dutch for Tactical to purchase the equipment for the 4 Sites in addition to some spare parts for system maintenance in the amount not to exceed \$500,000. Motion passed unanimously.

### 3. General discussion:

David to bring samples of portable radios to next meeting for review by the committee members.

The committee reviewed estimated budget numbers for completing all phases of the project outside of the site infrastructure equipment already approved. High level estimates are as follows:

Equipment Approved to date - \$600K  
EOC Radio Equipment and Radio Consoles - \$70-100K  
Buckley Hill Combiner and Microwave Cost - \$100K  
Build out of the Middle School Site - \$500K  
Goodspeed Site - \$200K

Mobile Radios - \$100K  
Portable Radios - \$250K  
Other Labor - \$100K  
Additional Equipment - \$100K  
School System - Unknown  
Goose Hill Antenna Equipment Installation - Unknown

4. Approval of invoices:

A motion was made by Ray Swol and seconded by Bob Bennet to approve two Tactical Communication invoices for A&E design work at the Middle School and Goodspeed sites to date. Invoice # 538 in the amount of \$714.30 and invoice #539 in the amount of \$3357.20. Motion passed unanimously.

5. Next Meeting:

April 5, 2018 at 7PM at the Municipal Office Complex.

6. Adjournment:

At 7:53 PM Motion to Adjourn by Bruce Dutch, seconded by Kevin Cavallo.  
Unanimous Aye.