

**HAMPDEN COUNTY RECC
REGIONAL 911 EMERGENCY COMMUNICATION DISTRICT PLANNING COMMITTEE**

JANUARY 31, 2017
11:00 AM

EAST LONGMEADOW FIRE DEPARTMENT
150 SOMERS ROAD, EAST LONGMEADOW MASSACHUSETTS 01028

APPROVED MINUTES

The mission of the Hampden RECC DPC is to develop and implement a governance structure and operational systems for a regional dispatch that meets the needs of all member communities today and in the future. The DPC member communities share a goal of enhanced and cost effective emergency dispatch services

The meeting was called to order at shortly after 11:00 AM. The Agenda was approved without changes. The draft minutes from the January 5, 2017 meeting of the DPC were also approved. Denise Menard reported that both she and Police Chief Jeffrey Dalessio had been approved as members of the DPC representing East Longmeadow.

Stephen Crane reported on the meeting held with Curt Wood (Undersecretary of Public Safety for Forensic Science and Technology) and Frank Pozniak, (Executive Director of the State 911 Department), on January 20, 2017. Important takeaways included: there is uncertainty in the direction of the program; these state officials want to work with us; they are seeking innovative solutions to some of the barriers to regionalization; the new grant guidelines will not permit new construction, but they will allow us to make our case for that approach; they were reassuring on the question of the funding stream continuing once the commitment to going forward with the RECC was confirmed; having a signed District Agreement was imperative; they hope even new RECCs can begin taking cell calls upon opening; major radio improvement funds would not be available until after the RECC was operational. A copy of Frank Pozniak's written responses to questions posed by Stephen Crane at the January 20, 2017 meeting was distributed.

Stephen Crane invited discussion on the direction to provide to the Carell Group in future planning and grant application focus. After substantial discussion of the need for budget figures, the cost of rehabilitation vs new construction, the requirements and flexibility of adapting to different building sites, and a process for Towns to advise on the availability of suitable land, Denise Menard made the motion, seconded by Karl Stinehart, to direct the Carell Group to focus its efforts on the design and construction of a new building on a municipally owned site. The motion was approved unanimously by voice vote.

Greg Carell said a building site would typically require 3 buildable acres, preferable near fiber, and with appropriate zoning. George Fosque suggested that each Town review possible land they owned and forward the top two or three sites in their inventory to Greg for review. Greg stressed that once the building planning was done, if the building site had to be changed, it might be possible to inexpensively adapt the planned building to the new site, assuming they were not substantially different. He stressed that there was flexibility in this approach.

Each Town present promised to complete this review and forward data to Greg Carell as soon as possible.

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Agenda Item 4, consideration of additional language in the District Agreement, was tabled. Nick Breault requested confirmation as to which draft was current. Michael Gardner said the draft labeled 12-18-2016 remained the most current, as the DPC had taken no further action on additional language. Gardner promised to email on the 12-18-2017 language again, but with a simplified set of annotations.

The DPC then heard reports from the various subcommittees. Based upon the prior discussion, the Building Subcommittee's report was deemed to have been given. The Technology and Operations Subcommittee's reports were combined. Substantial progress had been made on developing the technology budget. They were finalizing the Wide Area Network design, including running 8-10 miles of fiber, with some microwave and other technology with a Comcast charter back-up.

There had been a demonstration of the CAD system with Fire officials, with the general view that the equipment would address some of the Fire concerns. They had a pricing and design plan for that, including the capacity to add additional functionality in the future.

Fosque said there would not be a "regional radio system out of the box." The discussion with Curt Wood and Frank Pozniak made clear that the WESTCOMM RECC would not get substantial radio money up front; not before the RECC began operation. He said all the Towns except Ludlow appeared able to continue to function without major new radio expense prior to opening the RECC. We would be looking for some money in the beginning, with the hope that in the future Towns could avoid major radio replacement expense by putting that cost on the RECC, through future state funding.

We would start with a system of systems, which would take advantage of the coverage fire departments need, and then seek substantial money for a regional system in years 3-10 of the operation of the RECC. Both Fosque and Crane emphasized that the state seemed committed to multi-year funding.

For Governance & Finance Michael Gardner stressed the need to get accurate and comprehensive cost data from each town on current costs for operating their dispatch functions. **He requested that each town supply answers to written questions he had sent to each of them by Feb. 7.** Stephen Crane said it was critically important that the Towns get and share this data.

The group scheduled the next DPC meeting for 12:00 NOON on February 16, 2017 at the East Longmeadow Fire Department. The meeting adjourned at 12:20 pm.

Minutes prepared by Michael Gardner, February 1, 2017

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