



# Dukes County Sheriff's Office

## MVPSCS

(Martha's Vineyard Public Safety Communications System)



### JOINT MEETING OF MVPSCS COMMUNICATIONS FINANCIAL ADVISORY BOARD AND MVPSCS PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD

#### Meeting Minutes

The regular meeting was called to order by Lt. Col. Graczykowski at 1532 Hours on July 29, 2021 at the Dukes County Sheriff's Office Administrative Offices, Conference Room, 9 Flight Path, Vineyard Haven, MA 02568 and simultaneously via Zoom, Meeting ID 280 751 4528.

#### In Attendance

Chief Randhi Belain, Aquinnah Police Department  
Chief Jeremy Bradshaw, Chilmark Fire Department  
Sgt. William Brigham, Tisbury Police Department  
Timothy Carroll, Town Administrator, Town of Chilmark  
Cpt. Anthony Gould, Dukes County Sheriff's Office  
Lt. Col. Peter Graczykowski, Dukes County Sheriff's Office  
Acting Chief Chris Habekost, Tisbury Police Department  
James Hagerty, Town Administrator, Town of Edgartown  
Mgr. Tracey Jones, Tisbury EMS Department  
Chief Jonathan Klaren, Chilmark Police Department  
Chief Greg Leland, Tisbury Fire Department  
Jeffrey Madison, Town Administrator, Town of Aquinnah  
Chief Bruce McNamee, Edgartown Police Department  
Chief Matthew Mincone, West Tisbury Police Department  
Chief Greg Pachico, West Tisbury Fire Department  
Jennifer Rand, Town Administrator, Town of West Tisbury  
Chief Alex Schaeffer, Edgartown Fire-EMS Department  
Maj. Susan Schofield, Dukes County Sheriff's Office  
Jonathan Snyder, Finance Director, Town of Tisbury  
Sgt. Chris West, Dukes County Sheriff's Office  
Chief W.F. Nelson Wirtz, Oak Bluff Fire Department

#### Absent

Chief Erik Blake, Oak Bluffs Police Department  
John Grande, Town Administrator, Town of Tisbury

#### Public Comment

No public comment was provided. Vicki Divoll from Chilmark Finance Committee attended the meeting.

#### Approval of Minutes

- The Communications Financial Advisory Board and Public Safety Communications Advisory Board reviewed the draft minutes of their December 7, 2020 meeting. Ms. Rand made a motion to approve both sets of minutes as drafted, Mr. Carroll seconded, and the motion passed unanimously by a roll call vote of eligible members.



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- The Public Safety Communications Advisory Board reviewed the draft minutes of its June 21, 2021 meeting. Chief Belain made a motion to approve the minutes as drafted, Chief Pachico seconded, and the motion passed unanimously by a roll call vote of eligible members.

### **New Business**

- Maj. Schofield addressed the submitted policy changes and update requests to the Dukes County Sheriff's Office Regional Emergency Communication Center's policies and procedures. Changes related to Edgartown water calls and pager tones for EMS calls will be adopted, as requested.
- Cpt. Gould provided an update on the system replacement and development to the Boards. The Dukes County Sheriff's office has been working with Motorola Solutions and Applied Communication Services on the installation of a new Land Mobile Radio system to replace the existing two-way radio system. Phase 1A infrastructure buildout is complete. Phase 1B includes the completed scope of work for Motorola and a change order for remaining funds pending system completion in Phase 2. In Phase 2, the delivery, programming and deployment of 566 units of EFJ-Viking VHF portable and mobile radios is complete. 4-channel VHF P25 conventional simulcast equipment was installed for Police, Fire, EMS, and paging. 1-channel single site transmit, multi-site receive analog VHF equipment was installed for governmental agencies. Three region specific interop VHF P25 conventional channels were installed for operations. Cpt. Gould addressed the paging system upgrades and the integration of applications available on mobile devices as a redundancy for emergency incident notifications. The continued coverage improvement goals through the upcoming use of microsites in Edgartown, Oak Bluffs and Tisbury was explained. The strongest digital signal coverage requires line-of-site delivery, and a microsite solution will deliver complete coverage in affected areas through additional rebroadcast equipment. The microsite in Edgartown is necessitated by the elimination of the proposed site on Pennywise Path on a tower owned and operated by Verizon, who initially offered to host the emergency communication system equipment at a commercial lease rate in excess of \$66,000 annually with a yearly escalator of 5%, for 20 years; but subsequently refused to place the equipment on its tower. The Edgartown Water Commission subsequently required changes to the proposed installation on its tower, objecting to the installation of one additional conduit and the sheltered backup generator footprint; such changes not capable of being accommodated without compromising system performance and reliability. The height of installation at either the Verizon tower or water tower would have provided optimal line-of-site coverage. The alternate tower site on Chappaquiddick was utilized to complete the system, which now necessitates the additional expenditure of \$33,567 annually in backhaul connectivity charges and \$300,000 in one-time development grant funds, including re-prioritization of the regional scope of work in Phase 3. While the engineering and implementation of the Edgartown microsite remains a high priority, the ultimate goal is to construct an emergency communication equipment tower on town owned land, when the permits and further development grant funding can be secured.





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Cpt. Gould also explained that, ultimately, the replacement and development of the regional digital radio system thus far has laid the foundation for the eventual transition to the Commonwealth of Massachusetts Interoperable Radio System (CoMIRS), including the installation of a 7/800 MHz trunked radio system, when grant funds are available. When Martha's Vineyard is accepted into CoMIRS deployment program, the final system upgrade will provide the optimal digital coverage throughout Dukes County.

- Cpt. Gould reviewed the FY22 Development Grant funding award of \$1,500,473. Under the awarded Phase 3 funding, the high priority items include: (a) the DFSI hardware and licensing for existing Zetron Max dispatch consoles – Leonardo RF infrastructure; (b) Zetron Max console IP interoperability licensing; (c) AES-256 encryption licensing and hardware for 566 EFJ-Viking radios – for secure communications on secondary dispatch channels with law enforcement and EMS personnel; (d) additional subscriber units – 250 units of EFJ-VP5000 portable radios and 150 units of EFJ-VM5000 mobile radios; and (e) two position dispatch console system for the Mobile Command Unit, including hardware and ten control stations to support mobile interoperable communications. Re-prioritization of the microsite(s) to improve spot coverage was done to re-direct some funding, while maintaining the subscriber unit replacement for public services agencies in FY22.
- Lt. Col. Graczykowski reviewed the FY22 Budget Assessment process. The FY22 budget with a shared expenditure ceiling of \$250,282 was adopted by town meetings in Chilmark, Edgartown, Oak Bluffs, Tisbury and West Tisbury. Mr. Madison reported that Aquinnah's share will be administered via a reserve fund transfer, when approved by the Finance Committee, to the Police Department budget for any approved expenditures in FY22. The Boards agreed this would be an allowed mechanism under the Cooperative Agreement for Emergency Communications and Dispatch Services. Ms. Rand requested that the proposed FY23 budget be submitted in September 2021 so that all categories of expenditures can be reconciled to the agreed upon maintenance areas.
- The Boards discussed the eventual incorporation of the annual assessments into municipal budgets rather than continuing to handle these requests through annual town meeting warrants. Ms. Rand indicated that, once the development phase is completed, and the annual maintenance amounts stabilize with more accuracy, the consideration will be provided to such solution, similar to other governmental charges.
- Lt. Col. Graczykowski requested that the town representatives consider providing assistance with the competitive procurement of Information Technology services, including RECC ITS, for Martha's Vineyard Law Enforcement (MVLEC) for FY23 contract year. The bid package will be reviewed by an independent consultant, but the towns are asked to lead the cooperative procurement via a process similar to a paving contract so that annual assessments subject to this contract can continue uninterrupted.



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- Lt. Col. Graczykowski asked whether the towns were considering requesting American Rescue Plan Act (ARPA) of 2021 windfall funds under the Letter of Inquiry process administered by the County of Dukes County. Ms. Rand responded that the application deadline was very compressed, making it difficult for the towns to evaluate the eligible requests properly. Two eligible expense areas under consideration by MVLEC are essential employee premium pay and broadband infrastructure investment. Mr. Hagerty also recommended that MVLEC evaluate whether ARPA funds can be used to aid with the regional system development and maintenance costs. Cpt. Gould mentioned that the municipal fiber network, if developed, would alleviate the recurring connectivity charges currently paid as part of the annual municipal assessment obligation.

### Old Business

- Mr. Snyder inquired on behalf of his Finance Committee whether any further consideration was given to the formula used for annual assessments and if the current formula was officially adopted. Ms. Rand responded that the current formula was adopted by the Financial Advisory Board vote, and no alternate formulae are under consideration at this time.

### Next Meeting

The next regular meeting will be scheduled at the Dukes County Sheriff's Office Administrative Offices, Conference Room, 9 Flight Path, Vineyard Haven, MA 02568 and simultaneously via Zoom; as needed, and announced and posted in accordance with Open Meetings Law.

Motion to adjourn was made by Mr. Madison at 1654 Hours, seconded by Ms. Rand, and passed unanimously.

Prepared by:

  
Sgt. Chris West