



Dukes County Sheriff's Office

MVPSCS

(Martha's Vineyard Public Safety Communications System)



MVPSCS COMMUNICATIONS FINANCIAL ADVISORY BOARD

Regular Meeting Agenda

October 30, 2023

12:00 p.m.

Zoom Meeting ID: **280 751 4528**

1. Public Comment
2. Approval of Minutes from December 6, 2022 Meeting
3. New Business
 - FY25 Budget
4. Old Business
 - MVPSCS Assessments as Municipal Budget Line Item
5. Next Meeting

Posted: October 18, 2023
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Meeting Minutes **DRAFT**

The regular meeting was called to order by Lt. Col. Graczykowski at 1105 Hours on December 6, 2022 at the Dukes County Sheriff's Office Conference Room, 9 Flight Path, Vineyard Haven, MA 02568 and simultaneously by Zoom, Meeting ID 850 3834 4098. This was a rescheduled meeting from November 15, 2022, which could not be held for this Board due to lack of quorum.

In Attendance

Timothy Carroll, Town Administrator, Town of Chilmark
Cpt. Anthony Gould, Dukes County Sheriff's Office
Lt. Col. Peter Graczykowski, Dukes County Sheriff's Office
James Hagerty, Town Administrator, Town of Edgartown
Jeffrey Madison, Town Administrator, Town of Aquinnah
Deborah Potter, Town Administrator, Town of Oak Bluffs
Jennifer Rand, Town Administrator, Town of West Tisbury
Jonathan Snyder, Finance Director, Town of Tisbury

Absent

John Grande, Town Administrator, Town of Tisbury

Public Comment

No public comment was provided.

Approval of Minutes

The Board reviewed the draft minutes of the December 1, 2021 meeting of the MVPSCS Communications Financial Advisory Board. Mr. Snyder made a motion to approve the minutes, Ms. Rand seconded, and the motion passed with Ms. Potter abstaining due to being absent at the December 1, 2021 meeting.

New Business

- Cpt. Gould presented to the Board updates on system replacement and development, which included Edgartown microsite development and Public Service subscriber unit deployment. Mr. Hagerty inquired about 1:1 swap for all existing subscriber units, and Cpt. Gould explained Kenwood NX5000 units were to be traded in for Viking units, as having residual value; while other units were new with no turn-ins. The first Public Service mobile units were to be deployed to Harbormaster and Shellfish departments in time for the summer season.
- The Board next reviewed the FY 2023 Development Grant award of \$708,066, which covered Chappaquiddick WISP microwave backhaul and Leonardo 4-channel DFSI, with the remaining funds to be re-allocated based on most urgent need, with particular focus on EOC dispatch and generator and Oak Bluffs microsite
- The Board next reviewed FY2024 budget request of \$245,217.00. The requested contractual costs include ACSi Radio System Maintenance Contract, AviatCare Backhaul System Maintenance Contract and ASNE Generator Maintenance Contract. Comcast Backhaul Connectivity Contract is no longer needed due to new microwave connection.



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The costs are firm contractual amounts and not estimates, as the system is close to full development and virtually in true maintenance phase. The overall maintenance cost decreased \$36,477.24 from FY23. Mr. Snyder made a motion, Mr. Hagerty seconded, and the Board voted unanimously to recommend to their respective Towns the approval of the FY 2024 Budget Request in the amount of \$245,217.00. The FY24 actual costs are apportioned, as follows:

FY24 Budget Apportionment - Coop. Agreement for Emergency Communications and Dispatch Services

FY22 Dispatches	Dispatches	Variable Share	Equal 1/6 Share	Avg. FY24 Share	FY24 Budget Request
Aquinnah	1,141	2.48%	16.67%	9.57%	23,476.97
Chilmark	2,782	6.05%	16.67%	11.36%	27,852.32
Edgartown	13,405	29.15%	16.67%	22.91%	56,176.12
Oak Bluffs	13,381	29.10%	16.67%	22.88%	56,112.13
Tisbury	9,925	21.58%	16.67%	19.12%	46,897.50
West Tisbury	5,351	11.64%	16.67%	14.15%	34,701.97
All Dispatches	45,985	100.00%	100.00%	100.00%	245,217.00

- Lt. Col. Graczykowski brought up for discussion the maintenance costs transition from Town Meeting warrant articles to operating budget items due to the relative stability of the costs going forward, and the agency's ability to negotiate longer term contracts with discounted pricing, subject to appropriation clause. The Board discussed the request and took it under advisement.

Next Meeting

The next regular meeting will be scheduled as needed, and announced and posted in accordance with Open Meetings Law.

Motion to adjourn was made by Mr. Madison at 1132 Hours, seconded by Ms. Rand, and passed unanimously.

Prepared by:

Lt. Col. Graczykowski



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MVPSCS COMMUNICATIONS FINANCIAL ADVISORY BOARD

October 30, 2023

FY25 Budget Assessments

Coop. Agreement for Emergency Communications & Dispatch Services

FY25 Budget Detail

ACSi Radio Equipment Maintenance Contract	<u>198,370.00</u>
AviatCare Backhaul System Maintenance Contract	<u>33,526.73</u>
Hardened Sites Generator Maintenance	
RECC	2,925.33
DCR Fire Tower	2,925.33
Oak Bluffs Highway	<u>2,925.33</u>
Total Hardened Sites Generator Maintenance	<u>8,776.00</u>
 Total Projected Costs	 <u><u>240,672.73</u></u>

* AviatCare projects 5% cost increase for Jan-Jun 2025, included in this budget.

ACSi Radio System Maintenance

The ACSi proposal for maintenance support outlines the services necessary to ensure the continuing operations of the MVPSCS and its subscriber units. The proposed services include but are not limited to system management, software, hardware, and emergency repair services. Furthermore, the ACSi proposal includes the maintenance of the portable and mobile radios provided to town agencies by the Sheriff's Office for the duration of the contract. This includes scheduled repairs and maintenance as needed to ensure continuing operation of the MVPSCS subscriber radios outside of warranty coverage. This does not include accidental damage or replacement.

In addition to the above items, ACSi will also conduct a yearly PM of the critical system components used by public safety to ensure its operating at is designed performance metric. This includes a yearly 'drive test' in which ACSi technicians will conduct a full system coverage assessment. This will aid significantly in ensuring the systems proper operation and identifying potential issues with site equipment that may otherwise go unnoticed.

Total Cost: \$198,370.00

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AviatCare Maintenance and Support (Microwave Network Maintenance)

The AviatCare maintenance and support proposal outlines the services necessary to ensure the continuing operation and, if necessary, the emergency repair of the MVPSCS Microwave Backhaul system. This includes several items including the following:

- Annual preventative maintenance
- 24x7 network monitoring
- 24x7 remote technical support
- Advance replacement of network components
- Priority repair services and equipment

There is a \$5,362.00 decrease in contract price from FY24 due to the expiration of the one-time start-up fee for remote monitoring services. AviatCare also projects a 5% cost increase for the period January 2025 through June 2025. This prorated increase was added on top of the quoted \$32,709.00 quote that expires half way through FY25.

Total Yearly Cost: \$33,526.73

ASNE Generator Preventative Maintenance Service Plan

The attached invoice from Authorized Services of New England (ASNE) details several items that were addressed with the three Generac Industrial Generators and Automatic Transfer switches installed at the RECC, DCR Fire Tower, and Oak Bluffs highway site. This service plan ensures the reliable and proper operation of these newly installed backup power systems and include the following tasks:

- Preventative Maintenance (PM) per Manufacturers' Recommendations
- 24 x 7 Dispatch Center with a toll-free number for all service-related issues
- Annual Diesel Fuel Sampling at DCR Fire Tower
- Annual 2 Hour Load Bank testing at all sites
- Annual Oil/Coolant Sampling at all sites

Total Cost: \$8,776.00

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FY25 Budget Apportionment - Coop. Agreement for Emergency Communications and Dispatch Services

FY23 Dispatches	Dispatches	Variable Share	Equal 1/6 Share	Avg. FY25 Share	FY25 Budget Request
Aquinnah	959	2.12%	16.67%	9.39%	22,601.72
Chilmark	2,784	6.14%	16.67%	11.40%	27,446.18
Edgartown	12,488	27.55%	16.67%	22.11%	53,205.43
Oak Bluffs	13,659	30.13%	16.67%	23.40%	56,313.85
Tisbury	10,319	22.76%	16.67%	19.71%	47,447.83
West Tisbury	5,124	11.30%	16.67%	13.98%	33,657.71
All Dispatches	45,333	100.00%	100.00%	100.00%	240,672.73

Cooperative Agreement for Emergency Communications & Dispatch Services

FY24-25 Maintenance Costs Budget Comparison

Budget Line item Description	FY 2024	FY 2025	FY24-FY25
	Budgeted	Budgeted	Variance
ACSi Equipment Maintenance Contract	198,370.00	198,370.00	0.00
AviatCare Backhaul Maintenance Contract	38,071.00	33,526.73	-4,544.27
Hardened Sites Generator Maintenance	8,776.00	8,776.00	0.00
Backhaul Lease Costs	0.00	0.00	0.00
Total Costs	245,217.00	240,672.73	-4,544.27

Allocated per Town	Budgeted	Budgeted	Decrease
Aquinnah	23,476.97	22,601.72	-875.24
Chilmark	27,852.32	27,446.18	-406.13
Edgartown	56,176.12	53,205.43	-2,970.69
Oak Bluffs	56,112.13	56,313.85	201.72
Tisbury	46,897.50	47,447.83	550.33
West Tisbury	34,701.97	33,657.71	-1,044.26
Total	245,217.00	240,672.73	-4,544.27

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