



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 1203 Hours on December 7, 2020 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 Erik Blake, Oak Bluffs Police / Fire Department
Chief Jeremy Bradshaw, Chilmark Fire Department
Timothy Carroll, Town Administrator, Town of Chilmark
Dep. Anthony Gould, Dukes County Sheriff's Office
Lt. Col. Peter Graczykowski, Dukes County Sheriff's Office
James Hagerty, Town Administrator, Town of Edgartown
Tracey Jones, Coordinator, 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
Jennifer Rand, Town Administrator, Town of West Tisbury
Chief Ben Retmier, Tri-Town Ambulance
Chief Mark Saloio, Tisbury Police Department
Chief Alex Schaeffer, Edgartown Fire-EMS Department
Jonathan Snyder, Finance Director, Town of Tisbury
Robert Whritenour, Town Administrator, Town of Oak Bluffs

Absent

Chief Manny Estrella, West Tisbury Fire Department
John Grande, Town Administrator, Town of Tisbury

Public Comment

There were no members of the public in attendance.

Approval of Minutes

- The Communications Financial Advisory Board reviewed the draft minutes of its October 9, 2020 and November 18, 2020 meetings. Mr. Snyder made a motion to approve both sets of minutes as drafted, Ms. Rand seconded, and the motion passed unanimously.
- The Public Safety Communications Advisory Board reviewed the draft minutes of its October 28, 2020 meeting. Chief Belain made a motion to approve the minutes as drafted, Chief Bradshaw seconded, and the motion passed unanimously.



Dukes County Sheriff's Office

MVPSCS

(Martha's Vineyard Public Safety Communications System)



Old Business

- The Boards discussed the housekeeping business of potential joint meetings:
 - Mr. Carroll, who had recommended that the December 7, 2020 meeting be held jointly with both Boards, proposed that all meetings of the Advisory Boards be held jointly going forward.
 - Chief Schaeffer indicated it would be beneficial for information sharing. Mr. Hagerty would prefer joint meetings for clarity and expediency. Boards' members from Chilmark, West Tisbury and Dukes County Sheriff's Office concurred.
 - Based on the consensus, the Sheriff's Office will attempt to schedule joint meetings of both Boards, starting with the next meeting.
- The Boards discussed the radio system upgrade status:
 - Dep. Gould provided a technical update on the Phase II buildout and configuration. Sheriff's Office received remaining numbers for additional LE/Fire/EMS subscriber units that were requested by the Towns in addition to the mission critical units already allocated under the FY21 Development Grant funding. Dep. Gould also addressed the 404 Channel issue by explaining that the analog channel would serve as a better solution in transition to the digital system.
 - Chief Leland inquired about the infrastructure buildout progress Island-wide, and Dep. Gould confirmed that it was expected to be completed by mid February 2021.
 - Mr. Hagerty asked whether the portable subscriber units would work at the beach with all parties, and Dep. Gould answered that lifeguard subscriber units were part of the public safety implementation, while other public services would use 404 channel in transition.
 - Mr. Whritenour asked whether the public services should be transferred to the new digital channels, and Dep. Gould answered that such eventual transition was necessary for interoperability, especially for large scale incidents.
 - Chief McNamee inquired about the completion timeline for the WISP tower on Chappaquiddick, and Dep. Gould estimated the completion on or before January 30, 2021.
 - Chief McNamee also brought up the issue of how the new digital system would affect the public use of radio frequency scanners. Dep. Gould explained that the digital system would affect the public's access to transmissions, especially since law enforcement transmissions would eventually be scrambled for operational security reasons. Sheriff's Office will be working on an online solution for the public and news media to access most dispatch channel transmissions without a scanner.
 - Chief Schaeffer mentioned the need to update the user field cards, and Dep. Gould confirmed he would incorporate the assistance for such update into the deployment plan.
 - Chief Schaeffer also asked about the cutover timeline for the pager system, and Dep. Gould answered that such cutover was estimated to take place one week before Christmas.



Dukes County Sheriff's Office

MVPSCS

(Martha's Vineyard Public Safety Communications System)



New Business

- The Boards reviewed the proposed for FY22 budget in detail:
 - Lt. Col. Graczykowski guided the Boards through the FY22 Budget Detail, FY22 Budget Apportionment and FY21-FY22 Budget Comparison documents provided with the December 7, 2020 meeting agenda. The budget included expenditure categories continued from FY21, namely, Maintenance Contract, Warranty and Upgrades Exclusions, Hardened Sites Generator Maintenance, Hardened Site Generator Utilities and Fuel, and RECC Maintenance Projections. New for FY22 was the replacement of Development Contingencies category with Backhaul Lease due to the emergency substitution of Pennywise Path site in Edgartown with WISP site in Chappaquiddick. As with the previous budget, the costs covered include pure maintenance expenditures, as well as development and new operational expenses, related to the replacement of the Martha's Vineyard Public Safety Communication System, and not covered by the Development Grant or included in the existing state appropriation for the operation of the Regional Emergency Communication Center. Lt. Col. Graczykowski explained that as the system replacement phases were completed, the non-covered development costs should be eliminated, new operational costs would be determined with a higher degree of certainty, and the budget emphasis would shift to more traditional maintenance items to keep the new system in good order. Lt. Col. Graczykowski continued to describe the budget apportionment, updated for FY20 dispatch statistics, and finally the FY21-FY22 budget decrease for each Town, based on the overall not-to-exceed cost decrease of \$49,718 in FY22.
 - Since proposed FY22 Annual Town Meeting articles would be filed with each Town by December 10, 2020 (the deadline for Edgartown), the Boards were asked jointly to approve the proposed FY22 budget as presented by a group consensus. Chief Retmier made a motion to approve the FY22 budget as proposed, Chief Schaeffer seconded, and the motion passed unanimously by voice vote on behalf of each Town, in order of Edgartown, Oak Bluffs, Tisbury, West Tisbury, Chilmark and Aquinnah. Sheriff's Office representatives will be available for all of the Towns' budget hearings and Town Meetings so that any questions related to the requested articles can be addressed.

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 Ms. Rand at 1242 Hours, seconded by Chief Blake, and passed unanimously.

Prepared by:

Lt. Col. Peter Graczykowski, Asst. Superintendent