



# Dukes County Sheriff's Office

## MVPSCS

(Martha's Vineyard Public Safety Communications System)



### MVPSCS PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD

#### Meeting Minutes

The regular meeting was called to order by Lt. Col. Peter Graczykowski at 1210 Hours on November 26, 2019 at the Dukes County Sheriff's Office Administrative Offices, Training Room, 9 Flight Path, Vineyard Haven, MA 02568.

#### In Attendance

Chief Randhi Belain, Aquinnah Police Department  
Chief Erik Blake, Oak Bluffs Police Department  
Sgt. Matt Gebo, W. Tisbury Police Department  
Dep. Tony Gould, Dukes County Sheriff's Office  
Lt. Col. Peter Graczykowski, Dukes County Sheriff's Office  
Chief Manny Estrella, W. Tisbury Fire Department  
Chief Bruce McNamee, Edgartown Police Department  
Chief Matthew Mincone, W. Tisbury Police Department  
Chief John Rose, Oak Bluffs Fire Department  
Chief Mark Saloio, Tisbury Police Department  
Chief Alex Schaeffer, Edgartown Fire Department  
Chief John Schilling, Tisbury Fire Department

#### Absent

Chief Jeremy Bradshaw, Chilmark Fire Department  
Chief Ben Retmier, Tri-Town Ambulance  
Chief Jonathan Klaren, Chilmark Police Department

#### Public Comment

There were no members of the public in attendance.

#### Approval of Minutes

Since this was the first meeting of the Board, there were no prior minutes to approve.

#### New Business

- The Board discussed its role under the Cooperative Agreement for Emergency Communications and Dispatch Services between the Dukes County Sheriffs Office and Towns of Aquinnah, Chilmark, Edgartown, Oak Bluffs, Tisbury and West Tisbury. The purpose of the Board is codified in Section 3(b) of the Agreement.
- The Board discussed the applicability of the Open Meetings Law, while the legal opinion on this issue was pending. As a precaution, the agenda for this meeting was posted on November 19, 2019. *Subsequently, a legal opinion was provided on November 26, 2019 by Atty. Michael Goldsmith of Reynolds, Rappaport, Kaplan & Hackney, LLC, in consultation with Atty. Liz Carnes-Flynn of the Open Meeting Law (OML) Division of the Attorney General's Office. The opinion determined that the advisory committees should follow the OML. The reasoning is that the committees are created using statutory provisions and, in some cases, make recommendations to public bodies governed by the OML (finance committee).*



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- The Board discussed the quorum rules (majority or 8 or more representatives in attendance to hold the meeting) and voting rules (majority or 8 or more representatives voting in affirmative to carry a motion).
- The Board discussed the organizational structure, but did not elect any leadership.
- The Board reviewed Maintenance Orders # 1-2 for FY 2020. The issues of permitting and work completion signoffs were addressed. The issue of prior purchase of the service monitor / analyzer due to limited time savings opportunity was addressed. The guidelines for interim subscriber units purchases until the transition is made to the new system, expected to occur in FY 2022- 2023, were discussed. As part of the discussion, the potential FY 2020 liability for the Verizon License Agreement at 60 Pennywise Path, Edgartown, MA 02539 was addressed. The Board agreed to support conditions of approval for the Tisbury ZBA decision for an extension of Verizon tower to provide continued RTNA line support and no cost premium positions for public safety communications equipment on all Verizon towers on Martha's Vineyard. The letter will be circulated for signature and provided to Tisbury ZBA for its December 12, 2019 hearing on Verizon tower extension. Chief Schilling made a motion, Chief Blake seconded, and the Board voted unanimously to recommend to the Communications Financial Advisory Board the approval of Order # 1 – FY 2020 – Existing Towers' Modification at \$124,341.00, and Order # 2 – FY 2020 – Service Monitor / Analyzer Purchase at \$30,045; for the total of **\$154,386.00**.
- The Board reviewed Maintenance Order # 1 for FY 2021. The Board discussed known costs of Essential Plus Warranty Service and System Upgrade Agreement II, at \$107,056.00; as well remaining projections for Essentials Plus exclusions, grant ineligible development costs, development contingency reserve, grant ineligible management costs and RECC maintenance; with more accurate details to be presented to the Board and Towns during the FY 2021 budget process. Chief Schilling made a motion, Chief Blake seconded, and the Board voted unanimously to recommend to the Communications Financial Advisory Board the approval of the FY 2021 spending limit under the Agreement of **\$300,000.00**, such ceiling including Order # 1 – FY 2021 – Warranty and System Upgrade agreements.

### Old Business

Since this was the first meeting of the Board, there was no old business.

### Next Meeting

The next regular meeting is scheduled at 1200 Hours on January 13, 2020 at the Dukes County Sheriff's Office Administrative Offices, Training Room, 9 Flight Path, Vineyard Haven, MA 02568; unless announced and posted otherwise.

Motion to adjourn was made by Sgt. Gebo at 1323 Hours, seconded by Chief Blake, and passed unanimously.

Prepared by:

Lt. Col. Peter Graczykowski, Assistant Superintendent