

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

MARCH 8, 2017

2:00 PM

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 shortly after 2:00 PM. The Agenda was approved without changes. The draft minutes from the February 16, 2017 meeting of the DPC were approved upon the motion of Chief David Ricardi.

The Committee considered the Draft District Agreement. Nick Breault reported that his Town Counsel had revised his view as to whether the Towns, could approve a District Agreement with a term on five years. Upon further statutory review he opined that Chapter 6A, §§ 180-18-V permitted a five year contractual term without explicit Town Meeting approval. There was a general consensus that the Agreement propose a 5-year term. Members had been given a revised March 6, 2017 version of the District Agreement, based upon the recommendations of the Governance & Finance Subcommittee, pursuant to a vote of the DPC on Feb. 16, 2017. Members were given the opportunity to express any concerns or raise any questions about the March 6 draft of the District Agreement. No objections were raised. Michael Gardner reported that the draft is nearly complete except for the description of the site for the Center, the annual budget, and the cost allocation formula. He said he understood three possible sites remain under consideration, depending upon availability. Stephen Crane expressed the preference that the District Agreement be formally considered for approval after these matters were resolved. No formal votes were taken and the discussion moved on to the cost allocation formula.

George Fosque pointed out that in the future the use of Call data might be complicated because cell calls will be reported on an X/Y axis basis rather than by Town. Of the five options presented, equal share was not seen as viable because of the negative impact on the smaller towns. Chief Farnsworth raised an objection to the Flat \$200K plus 50%-Call 50% Population because of the higher cost (and thus reduced savings) that that approach had for the Town of Hampden.

Michael Gardner clarified that, as currently drafted, the formula that was chosen could not be changed, except by agreement of the Boards of Selectmen/Town Council, so, in practice, a formula could be expected to continue through the five-year term of the Agreement. Gardner said that the Board of Directors had the authority to decide how frequently the data to be plugged into the formula would be changed. He recommended that if population was part of the formula, it be updated every five years, using either the latest census or the 5 year U.S. Census Bureau estimated adjustment. He pointed out that the latest verified call volume data was from 2013, and that the Carell Group was continuing to get updated figures from the state 911 Department.

To further the discussion, each Town was given the opportunity to rank each of the four options in terms of least to most favorable. The numbers were closely bunched, with Pop and Call a slight favorite.

Chief Madera made the motion that the DPC approve 50% Population and 50% Call as the cost allocation formula. The motion was seconded by Chief Dearborn. After discussion, of some other alternatives, Chief Madera withdrew the motion, with the agreement of Chief Dearborn.

The Committee then considered two other alternatives---one based upon the relative cost of each community's projected FY 2021 costs for their own dispatch operation, as estimated by the Carell Group. The other alternative was to base \$1.2m of the annual cost on Population and the remainder on Call Volume. Costs were estimated based on these factors. Several members expressed the view that Ludlow Fire salary costs should not be considered, as there are current plans to have the Ludlow PD take over the dispatch responsibilities of the Ludlow Fire Department.

The Carell Group was tasked with costing out these alternatives in more detail.

The rest of the agenda was tabled at the recommendation of the Chair, except that Blake Haskell reported on his efforts to secure a site for a joint meeting of all the Boards of Selectmen and Town Council. Blake was advised that the meeting would have to be in the evening. He requested that each Town check on dates when their Boards/Council might be available.

The next meeting was scheduled for March 29 at Noon at the ELFD.

The meeting adjourned at approximately 3:30 PM

Minutes approved by vote of the DPC March 29, 2017