PUBLIC SAFETY TELECOMMUNICATIONS
LOCATION: Middletown
MONDAY, April 1, 2019
11:00 A.M.

----------Minutes----------

Attendance:

**Members Present**

Chairman Ross Andrew  
Commissioner Susan Bransfield (PFD)  
Commissioner Carl Chisem (MFD)  
Commissioner Dave Darling (SFD)

**Members Absent**

**Staff Present**

Wayne Bartolotta – Director of Central Communications  
Robert Grauer – Deputy Director of Central Communications  
Chief Robert Kronenberger – Middletown Fire  
Deputy Fire Chief Al Leary – Middletown Fire  
Chief Mike Howley – South Fire District  
Lt. Desena – Middletown Police Department  
Erik Larson – Hunters Ambulance  
Don Gouin – Portland Emergency Management Director  
Lori Ruffino – Recording Secretary

**Public Present**

None

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**CALL TO ORDER**

Chairman Andrew called the meeting to order at 11:02 a.m.

**MINUTES OF PREVIOUS MEETING**

Chairman Andrew asked for approval of the minutes from the last meeting held on March 4. Commissioner Darling so moved, Commissioner Chisem seconded, and all voted in favor

**PUBLIC HEARING**

- None
CORRESPONDENCE

- None

MONTHLY REPORT

- Director Bartolotta gave the monthly report:
  - Call statistics sheet was handed out
    - Nothing unusual to report
    - 911 calls by cell phone was discussed briefly to explain the transfers to dispatch from other towns portion of the monthly call stats sheet
      - Statement was made to use your home phone if home to place call to 911
    - EMD 95.05% for March
  - Radio Project update:
    - Started the mobile installations for the new radio system:
      - All fire department units have been completed except for the Marine units and the Battalion Chief vehicle
      - Emergency Management installations should be done today
      - Will move on to the police department next
  - Fixed infrastructure work is continuing – Preston Ave site will be up by the end of the month
    - Microwave links are up and running fine
    - Agreed to do the Aircraft Road project – permitting is under way, have to construct a roadway and add conduits to go from the street to the road as Eversource wants the site back about 300 feet into the woods – change order authorized at cost of $350,000
      - Still within budget but not in the anticipated time frame
  - Portland Police Department – conversation going to be had with regards to the radios and whether they will be within the Middletown system
  - Staffing:
    - Currently at 19, new trainee to start mid-April and one vacancy remains
    - Overtime has dropped
  - Budget process continuing with the city – April 15th is the budget meeting date
    - No significant changes
      - About a $50,000.00 contractual labor cost
      - $49,000.00 for radio site & contracted costs for the sites (electricity, etc.)
  - Director Bartolotta shared a letter from Maryann Serra, wife of Tom Serra, in response to a letter sent from the Telecommunications Commission extending the Commission’s condolences on his passing
    - Letter of condolence was sent to Deputy Chief Krol’s family on his passing as well
OLD BUSINESS

  o None

NEW BUSINESS

  o None

ADJOURNMENT

Chairman Andrew called for adjournment, Commissioner Chisem so moved, and the meeting was adjourned at 11:19 a.m.

Submitted,
Lori Ruffino
Recording Secretary

Next meeting to be held on May 6, 2019 in Portland