

Pepperell, Ashby, Townsend Regional 911 Emergency Communications District Planning Committee

01/24/19 Townsend Fire Department

Members present:

Pepperell Communications Director David Stairs
Pepperell Chief of Police David Scott
Pepperell Fire Chief Toby Tyler

Ashby Chief of Police Fred Alden
Ashby Fire Chief Michael Bussell
Ashby Selectman Michael McCallum

Townsend Fire Chief Mark Boynton
Townsend Fire Captain Michael Grimley

Other parties present:

John Hume MRPC
Karen Chapman MRPC

Director Stairs called the meeting to order at 0906

Motion to accept the minutes of the previous meeting made by Chief Bussell second by Mr. McCallum;
passed unanimously

John Hume and Karen Chapman from MRPC were introduced and discussion in sued around submitting an application for a feasibility study through the DLTC grant. Mr. Hume explained the process and how a scope of what the study will entail would not be developed until after the grant is awarded. All agreed a grant request and study for the Town of Shirley would be used as a boiler plate. The Shirley request included a letter from the Town Administrator and a letter from the board of selectmen. It was agreed we did not need a letter from all three Town Administrators, one letter would be sufficient and would come from the Town of Ashby. Mr. McCallum would take care of this. A letter from all three select boards would be needed to demonstrate all three communities support the grant request to conducting a study. Chief Boynton would take care of getting a letter from Townsend board, Chairman Stairs will secure a letter from Pepperell and Mr. McCallum will secure a letter from Ashby. Mr. McCallum will also be the point person to collect and submit the request to MRPC.

The grant application period closes March 4th and the applications are reviewed the following day. Mr. Hume felt confident the application would be funded and offered to schedule a meeting before the application period closes to develop the scope of the feasibility study. It was agreed this would be done at our next meeting.

Ashby backup discussed, equipment needed has been ordered and has arrived. Beltronics hopes to install next week. Once installed will be tested. MOU and letter to the State 911 Department still need to be signed.

Next meeting was scheduled for 2/15/19 at 0900 hours at Townsend Fire Department

Motion to adjourn made by Chief Bussell seconded by Chief Boynton. Motion passed unanimously.

Adjourned at 0946 hours.