

PUBLIC SAFETY & EMERGENCY SERVICES COMMITTEE MEETING MINUTES
August 5, 2019

The Public Safety and Emergency Services Committee of the Broome County Legislature met on Monday, August 5, 2019 in the Legislative Conference Room, Sixth Floor, Edwin L. Crawford County Office Building, Binghamton, New York.

Members Present: S. Baker (Chair), G. Baldwin (Voting Representative for M. Pasquale), C. O'Brien (Voting Representative for R. Balles), B. Weslar, M. Whalen

Others Present: A. Martin, J. Bertoni, M. Tanzini, Legislature; J. Garnar, C. Kramer, County Exec's Office; D. Harder, Sheriff's Office; J. Knebel, OMB; M. Ponticiello, OES; S. Mastin, DPW; C. Marion, Stop-DWI; D. Smith, SWM; S. Brown, DPW-Highway

The Public Safety and Emergency Services Committee meeting was called to order by the Chair at 4:02 PM. Mr. Baldwin made a motion to move the agenda, seconded by Ms. O'Brien.

Prior to acting on the Resolutions before the Committee, the Chair introduced the Director of the Office of Emergency Services to provide an update on the OES Communications Upgrade Project. Presentation attached to minutes.

Following the presentation, the Committee took the following action with regard to the matters before it:

#10 RESOLUTION AUTHORIZING ACCEPTANCE OF THE STATEWIDE INTEROPERABLE COMMUNICATIONS PROGRAM GRANT FOR THE OFFICE OF EMERGENCY SERVICES AND ADOPTING A PROGRAM BUDGET FOR 2019-2020

Carried. Ayes-5, Nays-0

#12 RESOLUTION AUTHORIZING A PROPERTY LEASE AGREEMENT WITH CARL DIGIROLAMO FOR THE OFFICE OF EMERGENCY SERVICES FOR 2019-2118

Carried. Ayes-5, Nays-0

#13 RESOLUTION DESIGNATING THE BROOME COUNTY LEGISLATURE AS LEAD AGENCY WITH RESPECT TO THE BROOME COUNTY EMERGENCY COMMUNICATIONS SYSTEM UPGRADE PROJECT – LAUREL LAKE RADIO TOWER

Carried. Ayes-5, Nays-0

#14 RESOLUTION AUTHORIZING AN AGREEMENT WITH US CORRECTIONS, LLC FOR PRISONER TRANSPORTATION SERVICES FOR THE OFFICE OF THE SHERIFF FOR 2019-2021

Carried. Ayes-5, Nays-0

#15 RESOLUTION CONFIRMING APPOINTMENTS TO MEMBERSHIP ON THE BROOME COUNTY FIRE ADVISORY BOARD

In response to questions from the Committee, the Clerk of the Legislature will confirm that the term expiration dates of the appointments are accurately reflected in the Resolution.

Carried. Ayes-5, Nays-0

#27 RESOLUTION AUTHORIZING AN AGREEMENT WITH JAN NIELSEN TO ACCEPT THE DONATION OF REAL PROPERTY FOR THE OFFICE OF THE SHERIFF

The Committee was informed that the address of the real property parcel to be donated has been corrected on the Resolution to 381 Leekville Road.

In response to questions from the Committee, Sheriff Harder stated that the neighboring residents had each been notified and were in support of the project. The total tax implication for the parcel coming off the Real Property Tax rolls is \$1,800.

Carried. Ayes-5, Nays-0

There being no further business to come before the Committee at this time, a motion to adjourn was made by Mr. Weslar, seconded by Mr. Baldwin. The meeting adjourned at 4:19 PM.



State of New York County of Broome Government Offices

Office of Emergency Services

Jason T. Garnar, County Executive · Michael A. Ponticiello, Director

MEMORANDUM

To: Public Safety & Emergency Services Committee

From: Michael A. Ponticiello

Date: August 5, 2019

Re: Public Safety Radio System Update

Physical Infrastructure

Work is progressing on the next 10 physical sites for the radio upgrade project. Please see the attached Site Development Checklist. We intend to build Nabinger, Sanford, Ely Park, and Laurel Lake this year.

Site Acquisition:

We are in process of procuring via property acquisition or lease agreement the following sites to build out the system:

- Lisle (Town of Lisle): Property approved in July – lease agreement with Law Department
- Maine (Town of Maine): Still acquiring property
- Kirkwood (Town of Kirkwood): Property approved in July – lease agreement with Law Department. Easement request will be before legislature in September.
- Ely Park (City of Binghamton): Road construction complete. Power issue identified by NYSEG, new power plan referred to City Planning for approval.
- Nabinger (Colesville): Lease complete – road construction complete
- Sanford (Town of Sanford): Lease complete, County Highway will begin work on the access road once Laurel Lake is complete
- Deposit (Town of Sanford): Still acquiring property
- Laurel Lake (Town of Sanford): Property approved in June – lease agreement with Law Department – road construction starting in late August
- Windsor (Town of Windsor): Property found, Lease agreement before legislature in August. Known NYSEG issue with property.

Requests for Proposals

There are two primary bids and one sole source contracts that cover the majority of this project. All bids have been structured for delivery of four sites in 2019 with add-ons of the remaining sites in 2020 in an effort to get the most competitive pricing.

- Towers and Shelters – RFP was received, award expected in August for first 4 tower sites.
- Construction – RFP was received, award expected in August for first 4 tower sites.
- Generators (single source) – quotes have been received, awaiting state approval for single source procurement. Expect purchase of first 4 generators in August.

Road Construction

The highway department has been an instrumental partner in constructing the roads to each of these sites.

Ely Park - complete



Microwave

We have a contract with Aviat to install microwave backhaul to the new Ely Park site and to connect with Cortland County. There are also new microwave connections between our Hawkins site and the County Landfill and Airport for I.T. connections as part of the project. Final design approval is expected in the next 30 days installation to being early Fall.

Motorola Contract

Motorola, working with their subcontractor – VComm, have finalized the system frequencies. They are now working with the FCC to secure the necessary licenses.

Emergency Services has identified the needed off system frequencies and has requested quotes for the necessary FCC licensing work.

OES staff have been designing preliminary talk path profiles for the end user.

OES and Motorola will begin working on the lease agreement for equipment in August. This is expected to be before legislature in late fall.

Home Rule Resolution

S4392/A6546

Assembly: Passed

Senate: Passed

Governor: Signed

Local resolution needed to now impose the surcharge.



Broome County Emergency Communications Project - Phase 2 Site Development Checklist



Site Number -->	Site 1	Site 2	Site 3	Site 4	Site 5	Site 6	Site 7	Site 8	Site 9	Site 10	Site 11	Site 12	
Site Name -->	Nabinger Road	Sanford	Ely Park	Laurel Lake	Maine	Lisle	Kirkwood	Deposit	Windsor	Tuscarora (Legacy Tower) MW Relay Only	Primary PSAP (Console Integration)	Backup PSAP (Console Integration)	Overall System
Tower Height -->	340'	300'	195'	199'	195'	195'	195'	195'	195'	198'	N/A	N/A	
Task	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed	Date Completed
PROPERTY ACQUISITION:													
Site Selection	Complete	Complete	Complete	Complete	In Process	Complete	Complete	In Process	In Process	Not Required			
Site Walk	Complete	Complete	Complete	Complete	4/12/2019	Complete	Complete	Complete	Complete				
Site Plan Concept Drawing	10/12/2018	2/21/2019	Multiple versions completed	4/11/2019	4/16/2019	4/11/2019	4/11/2019	1/23/2019	4/30/2019				
Property Acquisition (private owner sites)	In Process	In Process	Complete	In Process	Not locked down	In Process	In Process	Not locked down	Not locked down				
CAUD Approval (City of Binghamton)	N/A	N/A	Complete	N/A	N/A	N/A	N/A	N/A	N/A	Not Required			
Property Lease Application and Negotiations Commercial Tower Lease Company sites)	N/A	N/A	N/A	N/A	N/A	Informational inquiry sent to ATC 4/16/2019. County decided to build new site.	N/A	N/A	Submitted to Crown Castle 4/8/2019. County decided to build new site.	Not Required			
SITE SURVEYS:													
Site Survey	1/3/2019	3/18/2019	5/14/2018	5/7/2019		Proposal Received 5/29/2019. Authorized 6/17/2019. Complete 6/xx/2019.	Proposal Received 5/29/2019. Authorized 6/17/2019. Planned 6/27/2019			Not Required			
Site Stakeout - Clearing Limits & Access Road Survey Form 1A or 2C Issued	Complete	4/30/219	Complete							Not Required			
GEOTECH:													
Soil Boring	1/17/2019	Complete	Complete	Complete		Proposal Received 6/19/2019. Authorized 6/21/2019.	Proposal Received 6/19/2019. Authorized 6/21/2019.			Not Required			
Geotech Report	1/25/2019	6/5/2019	6/1/2018	6/5/2019		Proposal Received 6/19/2019. Authorized 6/21/2019.	Proposal Received 6/19/2019. Authorized 6/21/2019.			Not Required			
MICROWAVE PATHS:													
Microwave Physical Path Survey by Aviat													
Aviat Confirms Required Tower Height										Existing Tower			
Aviat Procurement Contract Approved by County													
FCC License Issued for MW Path													
ARCHAEOLOGICAL/CULTURAL:													
Cultural Resource Survey	Complete	3/14/2019	Complete	Complete						Not Required			
Cultural Resource Report	12/7/2017	3/25/2019	6/8/2018	5/6/2019						Not Required			
FCC Form 602	Complete	Complete	Complete	Complete						Not Required			
SHPO Concurrence	12/14/2018	5/9/2019	7/19/2018	6/5/2019						Not Required			
Indian Tribe Consultations	1/21/2019	In Process 5/20/10	Complete	In Process 6/7/19						Not Required			
NEPA Checklist	2/21/2019		3/6/2019							Not Required			
NYSEG POWER:													
Power Utility Site Survey	Complete	Complete	Complete							Not Required			
Power Utility Easements Approved by Property Owner	Complete	Complete								Not Required			
NYSEG Construction Complete										Not Required			
NYSEG Meter Installed										Not Required			
FCC Tower Registration (if required)													
FCC TOWAIR Analysis	Tower >200'	Tower >200'	3/15/2018	6/21/2019	7/2/2019	6/21/2019	6/21/2019			Existing Tower			
FCC Tower Submittal	1/10/2019	2/4/2019 (1st site abandoned) Resubmitted 3/29/2019	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required			
Legal Notice Publication	2/13/2019	4/2/2019	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required			
FCC Issues ASR #	3/29/2019	5/22/2019	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required			
FCC ASR #	1309779	1310495	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required	Not Required			
FAA Tower Registration (if required)													
FAA Tower Submittal	1/10/2019	2/1/2019 (site abandoned) Resubmittid 3/29/19	N/A	N/A	7/2/2019	N/A	N/A	N/A	N/A	Not Required			
FAA Issues Determination if No Hazzard to Air Navigation	3/27/2019	4/30/2019	N/A	N/A		N/A	N/A	N/A	N/A	Not Required			



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SEQR:													
SEQR FEAF Part 1 Completed	Complete	Complete	Complete	Complete									
SEQR - Lead Agency Intent Letters Mailed	1/25/2019	4/11/2019	11/8/2019	5/31/2019									
SEQR Submit Lead Agency Intent to Public Safety Committee	Complete	4/11/2019	Complete										
SEQR - Board Approval to Act As Lead Agency	Complete	Complete	Complete										
SEQR - 30-Day Public Comment Period Complete	Complete	Complete	Complete										
Local Planning Board Approval (if required)	N/A	N/A	Complete										
Local Zoning Board Approval (if required)	N/A	N/A	Complete										
SEQR - Lead Agency Declaration by Board	Complete	Complete	Complete										
DEC Concurrence	Complete	Complete	Complete										
SEQR - FEAF Parts 2 & 3 Completed	Complete	Complete	Complete	7/11/2019									
SEQR - Submit Negative Declaration to Public Safety Committee for Approval	Complete	5/7/2019	Complete										
SEQR - Board Approval of Negative Declaraton	3/21/2019	6/20/2019	Complete										
EQUIPMENT PROCUREMENT:													
Equipment Bid Documents (Tower, Shelter, Generator, Propane Tank)	5/22/2019	5/22/2019	5/22/2019	5/22/2019	5/22/2019	5/22/2019	5/22/2019	5/22/2019	5/22/2019	5/22/2019	Not Required		
Equipment Bidding (Tower, Shelter)	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Bids opened 6/12/2019	Not Required		
Equipment Procurement via NYS OGS Contract (Generator)	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	In Progress by County 5/28/2019	Not Required		
Equipment Procurement Contract Award (Tower)	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	Not Required		
Equipment Procurement Contract Award (Shelter)	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	In review by County 6/13/19	Not Required		
Equipment Procurement Contract Award (Generator)											Not Required		
SITE CONSTRUCTION:													
Site Construction Drawings	Complete	Complete	Complete	Complete							Not Required		
Site Construction Bid Documents	Complete	Complete	Complete	Complete							Not Required		
Site Construction Bidding	Bids opened 7/10/2019	Bids opened 7/10/2019	Bids opened 7/10/2019	Bids opened 7/10/2019							Not Required		
Recommendation of Award letter	7/16/2019	7/16/2019	7/16/2019	7/16/2019							Not Required		
Notice of Intent to Award Construction Contract											Not Required		
Contractor Insurance Forms Received											Not Required		
Site Construction Contract Award											Not Required		
Building Permit Application											Not Required		
Building Permit Issued											Not Required		
Site Construction Kick-Off Meeting											Not Required		
Site Construction Progress Meetings											Not Required		
Code Enforcement Inspections during Construction											Not Required		
Shelter Start-Up by Shelter Manufacturer											Not Required		
Generator Start-Up and Load Test by Generator Manufacturer											Not Required		
Site Construction Final Inspection/Punch List											Not Required		
Site Construction Complete											Not Required		



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AVIAT MICROWAVE:													
Aviat Equipment Delivered													
Aviat Dish(es) Installed on Tower													
Aviat Racks Installed in Shelter													
Aviat Microwave Path(s) Commissioned													
Aviat MW System Commissioned													
MW Final Inspection & Punch List													
MW Punch List Items Corrected													
County Final Acceptance of Microwave System													
SUBSCRIBER UNITS:													
Initial Draft of Talkgroup/Channel Plan													
Agency Reviews/Input on Talkgroup/Channel Plan													
Talkgroup/Channel Plan Finalized													
Codeplugs Developed for Each Agency													
Portable Radios Programmed													
Mobile Radios Programmed													
Mobile Radios Installed in Vehicles													
MOTOROLA													
FCC License Issued for Trunked Site													
FCC License Issued for VCALL/VTAC's													
FCC License Issued for UCALL/UTAC's													
FCC License Issued for 8CALL/8TAC's													
Equipment Staging/Factory Acceptance Test													
Equipment Delivered to Site													
Antennas Installed on Tower													
Equipment Racks Installed in Shelter													
Dispatch Consoles Configured & Operational													
Core Configuration with Cortland County													
Individual Site Optimization by Motorola ST's													
Overall System Optimization by Motorola ST's													
System Coverage Acceptance Testing													
Radio System Final Inspection & Punch List													
Radio System Punch List Items Corrected													
County Final Acceptance of Radio System													