

## **Public Safety Communications Committee**

29 June 2015

The Boxborough Public Safety Communications Committee (the Committee) will be an ad hoc committee, appointed by the Board of Selectmen, and serving for the period July 1, 2015 to June 30, 2016. The purpose of the committee is to gather and review data concerning the feasible options for bringing the Boxborough public safety communications network to a satisfactory standard of operations, from its present unsatisfactory state. The committee will consider the technical, financial, social, historic, conservation and operational responsiveness attributes of various solution options that may be presented by the Police and Fire Chiefs, consultants or contractors employed by the Town, or other parties having suitable standing. The committee will call and post meetings, subject to the Open Meeting Law, to hear presentations by and receive relevant information from, the Police and Fire Chiefs, consultants or contractors, Boxborough citizens, and appropriate Board and Committee members or Town employees. The committee will review the data thus obtained, and formulate recommendations for the most suitable public safety communications options, to be presented to the Board of Selectmen. The committee may request the presence of the Police and Fire Chiefs, consultants, contractors or other parties having suitable standing in this matter, at their meetings, subject to reasonable notification periods and scheduling parameters.

The Committee will be formed of seven (7) Boxborough citizens, appointed by the Board of Selectmen for the aforementioned term (July 1, 2015 to June 30, 2016), and representing a range of interests from the technical to social, historic and conservation, to operational performance. At its first meeting the Committee will elect a chairman and determine if and how many non-voting, ex officio, members it might include. One member of the Board of Selectmen and one of the Police or Fire Chiefs will be designated as Town liaisons to the Committee, and will be copied on any and all communications produced by the Committee. The Committee will provide recommendations (by majority vote) to the Board of Selectmen regarding the design and implementation option for public safety communications improvements that it deems in the Town's best interests. In the event that additional funding is required to implement the Committee's selected upgrade option, the Committee will be responsible for making written recommendation and oral presentation to a Boxborough Town Meeting, justifying the need for any additional funds. Such recommendation will be made at least one month in advance of the May 2016 Annual Town Meeting or any Special Town Meeting that might be called for an earlier date. For public safety communication system options not requiring additional funding, the Committee will make their recommendations at the earliest possible date.