

West Dock Security Camera Group – Minutes of meeting February 9, 2023-Revised

In person meeting at noon. Those in attendance:

- Deborah Hancock – Chairperson
- Ryan Rossi – Harbormaster
- Julianna Flanders – Chairperson of Park & Recreation Committee
- Jeffrey Maida – Chairperson of Harbor Advisory Committee

Absent:

- Stephen Lewenberg – he had called Ryan to let us know he could be available by phone if needed, but he was traveling
- Andrew Goldman

The meeting was called to order at 12:05PM

Deb Hancock gave an update from email Casey Newel of American Tower sent regarding the forecasted deadline for completion of no later than Memorial Day.

Ryan Rossi explained what market research has to be done to put out to vendors for estimates for cost of installation to purchase cameras, fiber optic cable and install on the light posts on the West Dock. If quotes are more than \$10K and less than \$50K we do not have to put out to bid but we do have to request 3 quotes and we have to be sure to let the vendors know that if they agree to submit a proposal, they are not necessarily going to get the contract.

We asked Ryan what happened to all the money that was appropriated for the project. He stated that it went into removal of the pedestal, tower and infrastructure last year on the West Dock. Ryan stated that it was cost of crane to remove the tower and cost of cement pedestal, etc.* The original pan, tilt, zoom cameras that were installed had to be removed and the new cameras are stationary and cost less. RDA Softnet took back the original cameras and the Town did not have to pay for them.* Ryan sent an email to Deb Hancock the following day to correct that there was no charge for removal of tower and pedestal.

Ryan has started market research and has asked Ron Burson (who is under contract with the Town) to give a rough estimate and scope of work.

Jeffrey Maida asked if the fiber comes down Basin Road, why can't we have a camera put up on the fisherman's shack that the Town owns that is shared by Wes Brighton and Scott McDowell. Ryan stated that he doesn't know the specifics but there needs to be an end point to then splice into for camera. Apparently, there is a demarcation box at the intersection of Basin Road and North Road. There is an end point at the Harbormaster's shack and there will one be at the box on the West Dock. We discussed the possibility of putting conduit along the back of the dock to be able to bring the fiber to the fisherman's shack. We discussed the existing conduit that runs along the West Dock that may be able to be used to get the fiber optic cable to the light poles for installation. We would like to keep costs as low as possible and remain fiscally responsible particularly in light of all the new construction, etc that the Town is undertaking.

Ryan showed us what the cameras that are in place on the Harbormaster's shack can see and their zoom capabilities. Jeffrey pointed out that one of the cameras shows part of the beach parking lot which they are not supposed to be able to see. Ryan stated that they move in heavy winds and need to be straightened out after a storm.

Julie and Deb went out to look at the existing cameras and noticed they were on a pole that is attached near the top of the Harbormaster's shack and extends above it. Julie asked if the cameras for the West Dock will need to be on poles above the top of the light poles or if they can be mounted on the light poles. She mentioned that her concern was the same as it was with the tower that it might break the horizon which we are trying to avoid. Ryan assured us that the light poles were much higher and we would not need any extensions on top of the light poles to attach the cameras, provided there was some type of bracket that could be attached to the poles for the cameras to be mounted on.

Ryan and Deb are going to do market research to get an unofficial estimate of whether we will need funding or if costs can come out of Harbormaster's IT budget if we can keep the costs low enough. Jeffrey suggested that we start small with a couple of cameras and add as we see the need. We all agreed that was a good place to start.

Jeffrey mentioned that he knows the Coast Guard cameras on the Boathouse are working again and they cover the small floats and possibly the channel dock.

We then got off topic discussing the way slips are booked and we were surprised to learn that no one can sign up for a slip or mooring until May 1, 2023 at 11AM. Julie, Jeffrey and Deb all thought that was late to start but Ryan said he is too busy to do it earlier and the first day of reservations is extremely difficult.

Deb then reminded everyone we were going off topic.

We got back to discussing the camera policy which states that the cameras can be accessed by the public via a web link. Ryan is going to look into this.

Ryan asked Deb if she would do some market research to get some info regarding cost of installation. He suggested calling OB Town Administrator and Harbor Dept, other Town Halls, WT Public Safety Building, etc. RDA Softnet does fiber optics for all the towns. Ryan is going to follow up with Ron Burson and Deb is going to make calls to get rough estimates to run cable and install cameras on the West Dock.

Julie asked if there was any crime last summer and Ryan stated there was early in the spring with someone disposing of large bags of oil in trash bins. The cameras on Menemsha Texaco and Harbormaster's shack were able to help some. There was no major crime reported and Ryan feels the cameras helped to deter crime.

We tentatively scheduled our next meeting to be in-person at the Harbormaster's shack on Wednesday April 19 @ 11AM. The meeting was adjourned at 1:00PM.