

Connecticut Spectrum Management Association

Meeting Minutes

Emergency Operation Center
321 Olcott Street
Manchester, CT

October 29, 2017

President Paul Gibson (N1TUP) called the meeting to order at 10:00 AM.

The Treasurer's Report was presented by Fran Miele (W1FJM). A motion to accept the Treasurer's Report as presented was made and seconded. The motion carried by voice vote.

The Minutes of the 2016 CSMA meeting were tabled, due to the absence of the Secretary, Steve Verbil (NA1SV).

President Gibson initiated a discussion regarding the repeater guide sold by the ARRL.

- The guide is now produced using data collected by a commercial company, RFinder. RFinder requires repeater location data by Latitude and Longitude, which CSMA cannot provide.
- CSMA provided our data to RFinder without the requested coordinates. The guide was subsequently published without any of the repeater information provided by CSMA. Consequently, the ARRL repeater guide may not be accurate.
- CSMA shall not be providing data to RFinder in the future. CSMA data may be viewed for free on the CSMA website.

CSMA Frequency Coordinator Dana Underhill (KB1AEV) spoke about coordinations.

- Underhill has received approximately 17-19 cross coordination submissions. He requested that George Carbonell (N1RMF) and Paul Gibson (N1TUP) provide him assistance. Both agreed to assist.
- Underhill stated that stations whose coordination has expired, and which have not responded to CSMA's requests to confirm and update their coordination as required, shall be considered to be uncoordinated, and will not be listed on the CSMA web site.
- There was discussion regarding uncoordinated repeaters, including both those formerly coordinated and those that were never coordinated. Underhill stated that no protection is in place from an adjacent state that desires to use that frequency pair.
- There was a general discussion between Underhill and the membership regarding the final coordination of repeaters that do not employ PL/DPL, or which cause interference to previously-coordinated repeaters. Underhill stated that he shall not sign off on these repeaters as having received Final Coordination until these existing interference problems have been resolved to CSMA's satisfaction
- There was a general discussion between Underhill and the membership regarding examples of coordinated sites that have changed their antenna gain, and/or antenna height, and/or location, and/or their effective radiated power (ERP), and/or the physical location of the repeater, and then attempted to update the coordination. This is covered in Policy 9 of *CSMA's Coordination Policy & Guidelines*. Underhill stated that coordination is made based upon specific frequencies, location, antenna height, gain, and ERP. Any change to any of these specific parameters requires a re-coordination of the repeater, not a simple update. Underhill noted that many of these changes result in the creation of interference to co-channel users. Since the offending repeater has effectively lost its coordination through the changes that were made, it becomes the responsibility of the now-uncoordinated repeater operator to correct the interference problem(s).

- Underhill spoke at length regarding the practicality and usefulness of the Test Period for a new coordination, prior to it being considered for Final Coordination.

Underhill initiated a discussion regarding Policy 17 of CSMA's *Coordination Policy & Guidelines*.

- Policy 17 concerns the de-coordination of a repeater. Of concern was the method specified for making notification to the repeater's trustee that the repeater is a candidate for de-coordination. In many cases, trustees have failed to notify CSMA of changes in trustees, mailing addresses, etc.
- After lengthy discussion, a motion was made and seconded that once a registered letter has been sent to the last known address of the Trustee, the Trustee has thirty (30) calendar days in which to respond. Should the Trustee fail to respond within that 30 Day period, then CSMA shall deem the repeater to be un-coordinated, and the frequencies shall be returned to the available pool, and the coordination removed from CSMA's website. A registered letter stating the action(s) taken would then be sent to the last known address of the Trustee. The motion passed by voice vote.

Election of Officers

- A motion was made and seconded to re-elect the existing slate of officers. The motion carried by voice vote.
- It was subsequently determined that Steve Verbil (NA1SV) was not interested in continuing as Secretary. A motion was made by Gibson and seconded by Carbonell to elect Dan Thayer (W1CDT) as Secretary. The motion carried by voice vote.
- The Elected and Appointed Officers are:

President - Paul Gibson (N1TUP)
Vice President - Rod Lane (N1FNE)
Secretary – Dan Thayer (W1CDT)
Treasurer – Fran Miele (W1FJM)
Director of 203 Area - Curt Seaton (W1FSM)
Director of 860 Area – Dana Underhill (KB1AEV)
Director at Large – George Carbonell (N1RMF)
Director at Large – Bruce Marcus (N1XG)
Frequency Coordinator – Dana Underhill (KB1AEV)
Webmaster – John Spigel (W1AN)

There being no further business to come before the group, a motion to adjourn was made and seconded, and carried by voice vote.

President Gibson adjourned the meeting at 11:58 AM.