

# Connecticut Spectrum Management Association

## Meeting Minutes

### ZOOM Meeting

October 17, 2021

President Paul Gibson called the meeting to order at 10:03 AM.  
(The meeting was conducted on-line via Zoom software, due to COVID-19 meeting restrictions.)

Officers present were:

President	Paul Gibson (N1TUP)
Vice President	Rod Lane (N1FNE)
Secretary	Dan Thayer (W1CDT)
Director - 860 & Freq. Coordinator	Dana Underhill (KB1AEV)
Director – 203	Curt Seaton (K4JCS)
Director at Large	George Carbonell (N1RMF)
Director at Large	Bruce Marcus (N1XG)

Treasurer Fran Miele (W1FJM) was excused from attendance by President Gibson.

Also participating were:

Don Gouin (K1CMM), Steve Urso (N1CM), Michael Daly (K1MPD), and Ted Jansen (K1YON).

*Prior to undertaking any business, the group observed a moment of silent reflection on the passing of Robert Meister (WA1MIK) (SK), who had been an active officer and member of the CSMA.*

#### Old Business:

- The Minutes of the October 25, 2020 meeting were read by the Secretary. A motion to accept the Minutes as read was made (Lane) and seconded (Underhill), and passed by voice vote.
- The Treasurer's Report was presented by the President. The October, 2020 beginning balance was \$2,722. Expenses were \$188.00. There was no income. The ending balance was \$2,534. A motion to accept the Treasurer's Report as presented was made (Thayer) and seconded (Underhill), and passed by voice vote.

#### New Business:

- Election of Officers

CSMA officers serve staggered 3-year terms. This year the offices subject to election are:

President  
Treasurer  
Director – 860 Area

(continued)

The three (3) incumbents indicated their willingness to serve another term.  
There were no nominations from the floor.  
The President directed the Secretary to cast a single ballot for each of the incumbents.

The following were elected to a 3-year term ending 12-31-24:

President	Paul Gibson (N1TUP)
Treasurer	Fran Meile (W1FJM)
Director – 860	Dana Underhill (KB1AEV)

- President's Comments

President Paul Gibson reported that he had removed all references to a frequency "pool" from the written policies of the CSMA. Words that do not convey any sense that an uncoordinated frequency is actually available have been substituted.

This had been an action item from the 2020 CSMA meeting.

- Coordinator's Report

Dana Underhill reported that he is in contact with the coordinators at NESMC seeking their approval for the use of their frequency coordination flowchart and "how to..." documentation. This is advantageous for CSMA, as the two bodies use identical software. As soon as final approval has been obtained, Underhill will edit it for use by CSMA and post it to our site.

This had been an action item from the 2020 CSMA meeting.

Underhill further reported that expired coordinations continue to remain a problem. He has allowed these expired coordinations to remain in the CSMA database long after the coordination and all reminders and notices have expired. Those present were in unanimous support of the removal of expired coordinations from the CSMA database. Persons seeking to obtain coordination on the frequency will be informed that there is an uncoordinated repeater active on the frequency.

Underhill reported that several coordination applications were being held in abeyance due to technical concerns. All present agreed that these should be denied, with an explanation for the denial being provided to the applicant.

- Group Discussion

Dana Underhill reported that he has been dealing with a re-coordination application for a repeater in which the applicant seeks to change the location and power of the repeater. The new location will place that repeater's coverage partially overlapping the coverage of an existing coordinated repeater on an ADJACENT channel 20 kHz away. The following was agreed:

- The application shall not be approved without a propagation study and field tests to determine to what extent mobile units operating on the proposed repeater frequency would impact the existing repeater's operation. Those with negative impacts should not be approved.
- Any agreements that might be entered into by the current owner of the coordinated repeater and the owner of the proposed repeater shall be binding solely on those individuals. Subsequent changes in either ownership shall void the agreement(s).

There being no further business to come before the group, a Motion to Adjourn was made (Thayer) and seconded (Lane), and approved by unanimous voice vote. President Gibson adjourned the meeting at 10:55 AM.