

**WESTCOMM Board of Directors Meeting
Chicopee Public Safety Complex
Training Room
110 Church St, Chicopee
January 28, 2020**

In Attendance:

John Beaulieu, Chief of Staff, Chicopee
Paul Pasterczyk, Treasurer, WESTCOMM
Marie Laflamme, Treasurer, City of Chicopee
Erin Hastings, Executive Director, WESTCOMM
John Dearborn, Chief, Longmeadow Fire
Jay Macsata, Longmeadow Fire
William Jebb, Chief, Chicopee Police
JoAnn Kupiec, WESTCOMM
John Stankiewicz, Chief, Longmeadow Police
Holly Davis, Chicopee Police
Daniel Stamborski, Chief, Chicopee Fire
Jay Parker, WESTCOMM IT
Lyn Simmons, Longmeadow Town Manager
Ryan Quimby, East Longmeadow IT
Paul Morrissette, Chief, East Longmeadow Fire
Jeffrey Dalessio, Chief, East Longmeadow Police
Mary McNally, East Longmeadow Town Manager
Christine Wingfield, State 911
Robert Stocks, Longmeadow Police
Chad Thompson, Longmeadow Purchasing
Nick Jorge, Longmeadow IT
Steve Kozloski, Chief, Monson Police
Nicholas Gasperini, Monson Police
Evan Brassard, Monson Town Administrator
Brian Harris, Acting Chief, Monson Fire

1. Meeting called to order 12.32 P.M.
2. Approve or Modify Draft Agenda: Draft agenda was approved.

3. Approve and or Modify Minutes from Meeting 1/16/2020, Minutes approved.
4. Discuss taking on New Municipalities: Monson's letter of interest is considered as being received first, East Longmeadow's letter of interest is considered as being received second.

Building new system, to accommodate 2 new towns starting July 1, 2020.

New Dispatchers were added to the budget to accommodate the 2 new towns.

Network build out will be straight forward. Radio Engineer to get involved with buildout.

Chief Dearborn requests a Project Map for the integration

IMC – hardest to bring Police files over. A date or estimate will not happen until a Purchase Order is cut.

Looking at a July 1, 2020 date to bring both East Longmeadow and Monson on board.

It was suggested that there be the formation of a Tech Committee to set goals.

State 911 Transition funding to be years one through 3 -100%, year four - 50%, year five - 25% per Christine Wingfield

Cost assessment to have Monson and East Longmeadow, then financial package can be offered.

A discussion was had regarding the ability to borrow.

Goal set for 1 week to present a Technology report.

Will get back to East Longmeadow and Monson to sign a governance.

Dispatch staffing numbers – 1 Fire dispatcher, 1 Police dispatcher, 3 911 dispatchers.

Dispatchers coming from any additional Communities, joining WESTCOMM, will be guaranteed an interview only.

All Communities are/will be, represented on the Board of Directors. All Chiefs are on the Operations Board.

5. Review language in the District Agreement: Forward to Finance Committee for review.
6. Discuss relocating: Options are being looked at, as we are out growing the current space. A meeting needs to be held with State 911, and the full Board. Exploratory group should be put together to discuss feasibility study.
7. Old Business: None
8. New Business: Budget modification send out to Marie and Paul, adding 2 more Dispatchers, Internet line increase. These are needed either way, they are not contingent upon taking on additional communities, and are added into the bottom line of the budget.

Voting on modified budget was postponed until Finance Committee can meet to discuss.

Map out staffing plan based on FY 21 Budget.

New meeting scheduled for Thursday February 6, 2020 @ 1:00 PM

9. Meeting adjourned 1:30 PM