

**WESTCOMM Board of Directors Meeting
Chicopee Public Safety Complex
Training Room
110 Church St, Chicopee
March 4, 2020**

In Attendance:

John Beaulieu, Chief of Staff, Chicopee
Paul Pasterczyk, Treasurer, WESTCOMM
Erin Hastings, Executive Director, WESTCOMM
John Dearborn, Chief, Longmeadow Fire
Jay Macsata, Longmeadow Fire
JoAnn Kupiec, WESTCOMM
Jay Parker, WESTCOMM IT
Lyn Simmons, Longmeadow Town Manager
Chad Thompson, Longmeadow Purchasing
Evan Brassard, Monson Town Administrator
Brian Harris, Acting Chief, Monson Fire
Jeffrey Dalessio, Chief, East Longmeadow Police
Paul Morressette, Chief, East Longmeadow Fire
Ryan Quimby, East Longmeadow IT
Mary McNally, East Longmeadow Town Manager
Steve Kozloski, Monson Police
Gary Fontaine, Acting Chief, Longmeadow Police
Robert Stocks, Longmeadow Police
William Jebb, Chief, Chicopee Police
Holly Davis, Chicopee Police

1. Meeting called to order 12:36 P.M

2. Approved or Modify Minutes from February 27, 2020 Meeting: Deferred to next meeting.

3. Discuss taking on new Municipality: State 911 went through district agreement – It was identified the agreement was not being followed 100%. A

Transition plan needs to be done, the assessment needs to be paid & 911 calls being made to be considered a voting body.

Parts of the regular operating budget will get reimbursed.

Operating expenses – Support and Incentive assessment portion from Development Grant.

Towns will be part of WESTCOMM Support and Incentive Grant. Monson and East Longmeadow do not need to apply on their own for the Grant.

Hampden sent letter of intent March 4, 2020. Looking at a Jul 1st date for Hampden. Erin feels no other dispatchers will be needed when Hampden goes live.

Ludlow, Palmer and Ware, all reached out showing interest in joining WESTCOMM.

East Longmeadow obligation through the State, IMC merger – not including Records, fiber connection needs to be done July 1st cutover and is not covered by Development Grant

Assessment fee up front to be reimbursed. 3 Year period covered 100%

\$45,000 for East Longmeadow data transfer.

East Longmeadow is 13.1%, this is with Hampden in the equation.

State 911 will be at the meeting being held on March 18th. It was suggested A meeting with new communities be held earlier for 1 on 1 with State 911.

A motion was made by Lyn Simmons to bring East Longmeadow on board, John Beaulieu 2nd the motion, motion passed.

A motion was made by John Dearborn to accept Hampden's letter of intent and vote to move forward with Transition period. William Jebb 2nd the motion Operations Committee voted to approve and then the Finance Committee voted to approve, a motion was made by Lyn Simmons, 2nd by John Beaulieu, motion passed by Board of Directors.

4. Relocation Options: Engineer was out last Friday to view Greenwood and Salter. The report is being written up and an RFP needs to be put out. RFP needs to be posted for 30 days.

Moving forward with the April 3rd grant deadline.

Whichever location the Feasibility Study comes back with, will be the location we go forward with when applying for the grant.

Palmer – open up a discussion on a remote location located in Palmer – Infrastructure is already there.

5. Development Grant: New firebox alarm system upgrade for Chicopee, Deputy Chief Macsata is working on infrastructure needs on other towns, mobile units, and portable units.
6. Old Business: None
7. New Business: Screening questions put out this morning regarding Coronavirus, universal protocol being used.

Supervisors were promoted and are re-training Dispatchers, this is a priority.

Staffing levels – 5 to be put on in the next few weeks.

Psych evaluations will remain in place.

The next meeting will be held March 18th at the Community Room, Chicopee Public Library, for any interested communities.

8. Meeting adjourned 1:36 P.M.