

**JOINT MEETING OF THE
WESTCOMM BOARD OF DIRECTORS
& OPERATIONS COMMITTEE**

MARCH 13, 2025 10:00 A.M.
CHICOPEE PUBLIC SAFETY TRAINING ROOM
15 COURT STREET, CHICOPEE MA 01020

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GOOGLE MEET:

[HTTPS://MEET.GOOGLE.COM/JZY-HMXF-PCM](https://meet.google.com/jzy-hmxf-pcm)

PHONE: 1-929-256-1535 PIN: 540 509 573#

In Attendance:

Tom Christensen, Town Administrator, East Longmeadow
John Beaulieu, Chicopee
Stuart Beckley, Town Administrator, Ware
JoAnn Kupiec, Admin Assistant, WESTCOMM
Jennifer Wolowicz, Town Administrator, Monson
Anthony Massoia, Dispatch Supervisor, WESTCOMM
Khristy Lord, Deputy Director, WESTCOMM
Lyn Simmons, Town Administrator, Longmeadow
Brian Harris, Chief, Monson FD
Mark William, Chief, East Longmeadow PD
Lisa Ricardo, HR Generalist, WESTCOMM
Steve Kozloski, Chief, Monson PD
Marlyn Velazquez, WESTCOMM
Riana Burton, OPM Socotec
Ryan Quimby, IT Director, East Longmeadow
Shawn Crevier, Chief, Ware PD
Patrick Major, Chief, Chicopee PD
Jim Martinez, Chief, Ware FD
Dan Stamborski, Chief, Chicopee FD
Robert Stocks, Chief, Longmeadow PD
Greg Joynt, Architect, Kaestle Boos

1. Meeting called to order 1:10 P.M. A roll call was done, present at the meeting were Stuart Beckley, Tom Christensen, Jennifer Wolowicz, Lyn Simmons and John Beaulieu. 5 Present.

A roll call was done for the Operations Committee, all were present.

2. Old Business: Building Update – Grey Joynt and Riana Burton state the Building project is 66% complete. They are entering into the final phase of the project, making the building look more like a building. When tearing the roof off it was found that a few bricks needed to be replaced. Kaestle Boos presented a power point presentation on the project.

Khristy spoke about the consoles and how 9 are a sufficient amount even as we expand. There have been talks about replacing, upgrading a certain number of consoles. Will still be able to bring on more communities.

Radio update: RFP Sub-Committee direction change vote – A discussion was had in regards to an RFP for Radio coverage map. Horizon contract has expired, now on a month to month contract. Looking into getting a contract in place for timelines etc. The Operations Committee agrees.

A motion was made by Tom Christensen and 2nd by Jennifer Wolowicz to redirect the RFP Sub-Committee to pause work on radio coverage map analysis to radio contract RFP. A roll call was done 5 yes, motion passed.

Monson/Ware – Monson project waiting for follow-up with contractor that CT requires. Staff usage permit – East Hill site – No fiber to that site, waiting on Comcast for that. East Hill site will provide better coverage than the Stafford site.

Microwave path between East Hill and Hovey will be an added cost.

Tom requested that a timeline from the vendor be obtained.

Ware – Coffey Hill site, tower work completed by next week

Coffey Hill – New electric service, IT switch, no available fiber connection, and switch slighted to be replaced.

Multi band radios will be delivered tomorrow or Monday, Khristy will check on the progress.

3. New Business: Operations Committee Report – Horizon on system, various stages of updates. System keys – The Operations Committee recommends that

towns can obtain a system key at their own expense, and a policy needs to be created to ensure these keys are updated. Khristy will work with Chief Harris to draft a policy.

IT Director Search Update: There were 14 qualified resumes sent in. The interviews will start on March 18th.

Procurement Officer Appointment: There were 3 qualified candidates that applied, an offer was made and accepted. This individual has MCPPO certifications. The position will work 12-16 hours per week as listed in the FY 26 budget.

A motion was made by John Beaulieu and 2nd by Jennifer Wolowicz to hire the PT Procurement Office. A roll call was done, 5 yes, motion passed.

Deputy Director Update: the new 12-hour schedule is working well. There are 6 Dispatchers in training, 2 are near completion, 4 are doing On the Job Training. No other updates were given.

4. New Business Not Reasonably Anticipated within 24 hours: None.

The next Operations meeting will be held on April 10th.

5. Adjourn: A motion was made by John Beaulieu, and 2nd by Jennifer Wolowicz to adjourn the meeting. A roll call was done, 5 yes, meeting adjourned at 11:39 A.M.