

MEETING OF THE WESTCOMM BOARD OF DIRECTORS

MAY 26, 11:00 A.M.

WESTCOMM

645 SHAWINIGAN DRIVE, CHICOPEE MA 01020

GOOGLE MEET:

[HTTPS://MEET.GOOGLE.COM/QVI-IYKG-TRK](https://meet.google.com/QVI-IYKG-TRK)

PHONE: 1-260-225-9397 PIN: 118 002 021#

In Attendance:

Penny Ryan, Interim Executive Director, WESTCOMM

Tom Christensen, Town Manager, East Longmeadow

Stuart Beckley, Town Manager, Ware

Mayor John Vieau, Chicopee

JoAnn Kupiec, Admin Assistant, WESTCOMM

Mihaela, Miteva, Procurement Officer, WESTCOMM

Anthony Massoia, Dispatch Supervisor, WESTCOMM

John Beaulieu, Chicopee

Mike Meaney, IT Specialist WESTCOMM

Grant Herman, IT Director WESTCOMM

Lisa Ricardo, HR Director, WESTCOMM

Brian Horn, Goosetown Communications

Robert Stocks, Chief, Longmeadow PD

Mark Williams, Chief, East Longmeadow PD

James Martinez, Chief, Ware FD

Jennifer Wolowicz, Town Manager, Monson

Stephanie O'Connor, Training Coordinator, WESTCOMM

1. Meeting called to order 11:01 A.M. A roll call was done, and present at the meeting were Tom Christensen, Stuart Beckley, Jennifer Wolowicz and Mayor John Vieau. 4 Present, absent was Lyn Simmons.
2. **Meeting Minutes Approval:** A motion was made by Jennifer Wolowicz and 2nd by Stuart Beckley to approve the minutes as written from the April 28, 2026, meeting. A roll call was done, 4 yes.
3. **Old Business: Building Update:** A certificate of occupancy has been received for the building. Remaining work involves addressing minor door issues and a gate cap, which are scheduled to be completed this week.

Mayor John Vieau publicly commended John Beaulieu for his diligent work overseeing the Westcomm project from the city's perspective from the beginning.

Radio System Update: Brian Horn reported that Avtech consoles are operational. Current work involves the DRON dispatch console at the Westcomm facility, with upcoming plans to activate station alerting at Chicopee, followed by work at Longmeadow and East Longmeadow.

District Agreement - Operations Committee Structure: The Operations Committee task force proposed updates to the district agreement, including mandating annual elections for committee leadership. They recommended that leadership positions be held by one police representative and one fire representative from a municipal member agency. Furthermore, they suggested a voting structure that limits participation to one police vote and one fire vote per member community, regardless of the number of fire districts involved.

District Agreement - Operational and Budgetary Procedures: The task force recommended adding language to require that any operational recommendations from the Executive Director be reviewed and voted on by the Operations Committee before being presented to the board. Additionally, they proposed that the Executive Director be required to present a draft budget to the Operations Committee at least 30 days before the initial presentation to the board of directors.

District Agreement - Property, Maintenance, and Audits: The Committee recommended clarifying that departing member agencies retain ownership of their tower space and suggesting that Westcomm pursue full-service radio maintenance agreements. They also proposed tightening audit requirements to include defined frequencies and specific entities authorized to receive audit results.

District Agreement - Next Steps: The Board will review the task force's recommendations. Tom Christensen plans to schedule a joint meeting between the Board, the Finance Committee, and the Operations Committee for late June to discuss these items.

Sheriff's Department Partnership: Tom Christensen apologized for failing to reach out to the sheriff's department as previously requested and committed to making this a priority. The Operations Committee reported that they voted to recommend the proposed agreement with the Hampton County Sheriff's Office, which will be referred to the Finance Committee.

4. **New Business IT Update:** The Board reviewed a new draft of the Westcomm website, which features updated branding, a carousel for partner agencies, and resources for staff and potential job applicants.

Finance Update: None at this time.

Executive Directors Update: Operational and Staffing Report: Penny reported that staff have been handling a high volume of fires, with training focusing on brush fires and related responses. Other updates include ongoing interviews for a part-time custodian position, progress on the Ware tower contract, and the hiring of intern Olivia Ruiz, who will begin work next Monday. Vadar is moving forward and Westcomm, as well as looking for an Accountant. Westcomm will be hosting a Citizens Academy in Chicopee

Wellness Software Implementation: Westcomm has entered into an agreement for a wellness software app specifically designed for first responders. The app will provide staff and their family members with access to wellness resources and self-check tools, with an estimated six-week implementation timeline.

5. **New Business not reasonably anticipated within 24 hours:** Mayor John Vieau inquired about whether Easthampton had reached out regarding potential membership in Westcomm. Jennifer Wolowicz and Tom Christensen discussed the situation, noting that Easthampton is currently a regional dispatch partner with Southampton, and Penny was advised to initiate contact with them.
6. **Adjournment:** A motion was made by Jennifer Wolowicz and 2nd by Stuart Beckley to adjourn the meeting. A roll call was done 4 yes meeting adjourned at 11:32 A.M. The meeting was adjourned following a motion by Jennifer Wolowicz and a second by Steuart Beckley.