

MEETING OF THE WESTCOMM BOARD OF DIRECTORS

JULY 28, 2026, 11:00 A.M.

WESTCOMM

645 SHAWINIGAN DRIVE, CHICOPEE MA 01020

GOOGLE MEET:

[HTTPS://MEET.GOOGLE.COM/BIP-TWON-FFQ](https://meet.google.com/BIP-TWON-FFQ)

PHONE: 1-781-514-9607 PIN: 830 606 771#

In Attendance:

Penny Ryan, Executive Director, WESTCOMM

Tom Christensen, Town Manager, East Longmeadow

Lyn Simmons, Town Manager, 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

Mike Meaney, IT Specialist WESTCOMM

Grant Herman, IT Director WESTCOMM

Lisa Ricardo, HR Director, WESTCOMM

Mark Williams, Chief, East Longmeadow PD

Jennifer Wolowicz, Town Manager, Monson

Greg Wallace, Operations Manager, WESTCOMM

John Rigney, Chief, Longmeadow FD

1. **Meeting called to order:** The meeting of the West Board of Directors was called to order at 11:05 A.M. A roll call was done, present were Tom Christensen, Mayor John Vieau, Lyn Simmons, and Jennifer Wolowicz. 4 Present, 1 absent. (Stuart Beckley)

Stuart Beckley joined the meeting at 11:08 A.M.

2. **Old Business: Radio Update:** The board discussed progress on the Coffey Hill radio site, noting that difficulties with bedrock have complicated trenching efforts. Regarding the Longmeadow radio site, there is an urgent need to move equipment to the Bliss Court Tower site to improve radio reception; this project is estimated to cost approximately \$50,000.

Radio Infrastructure - Technical Improvements: John Rigney provided technical details regarding the proposed site moves, noting that the current Longmeadow High School site is temporary and that moving to the Bliss Road cell tower will provide necessary height and better coverage. Additionally, plans to relocate equipment from the Pondside site to either Tower Square or Monarch Place in Springfield are intended to improve coverage in East Longmeadow, Monson, and Chicopee, as well as at Bay

State Medical Center. A fiber grant secured by Longmeadow will facilitate the installation of fiber at the Bliss Road site, further supporting the project.

Radio Infrastructure - Financial Planning: Funding for the radio project will be drawn from retained earnings. Because the project cost is expected to exceed \$50,000, it will require going out to bid; however, the team plans to secure an estimate prior to that process. The Board discussed the need to coordinate with the Finance Committee regarding the availability of these funds, noting a need to clarify financial standing.

District Agreement Amendment: The Board addressed the need to amend the district agreement to officially include the Sheriff's Office as a member, following a previous vote. The board reviewed an amendment in the form of a memorandum of agreement (MOA) and a motion was made by Lyn Simmons and 2nd by Jennifer Wolowicz to adopt this amendment contingent upon final review by legal counsel. A rollcall was done, 5 yes, motion passed.

It was decided that once legal counsel approves, the document will be circulated for signatures, which will finalize the Sheriff's Office's official status and voting rights on the board.

Long-Term District Agreement Revision: In addition to the immediate amendment, the board acknowledged the necessity of updating the full district agreement before it expires on June 30, 2027. The Board intends to schedule dedicated meetings to review and revise the agreement, assigning sections as "homework" to ensure progress.

3. **New Business: IT Update - Internet Outage:** A brief internet outage occurred earlier in the morning due to simultaneous failures of both the primary and redundant connections. To prevent future occurrences, the organization plans to add a third redundant connection, noting that standard redundancy for communication centers typically includes multiple 5G wireless paths and a Starlink failover.

Finance Update - Audit Status: Anthony Massoia reported that access to a financial portal at CBiz, previously unknown to current staff, has been secured, allowing for the submission of necessary documents. Efforts are underway to finalize the 2024 audits, with several documents already successfully uploaded to the portal.

Operations Committee Update - Radio Channel Changes: The Operations Committee reported that Monson police successfully transitioned to radio channel 3 as of noon the previous day, a change expected to improve geographical coverage and mutual aid capabilities. This move was positively received as a long-awaited improvement for the East Longmeadow and Longmeadow areas.

Dispute Regarding Operations: Stuart Beckley mentioned receiving a "threatening" demand letter regarding the handling of calls between Longmeadow and East Longmeadow. The Board plans to discuss this

situation further, and Chief Crevier has invited interested parties to a meeting the following week to address concerns.

Executive Director Update - Treasurer Search: The organization is actively seeking a new treasurer or accounting firm to fill the vacancy that has existed since April. While the firm Aponte & Aponte was previously identified, the team is evaluating quotes from other potential firms to ensure due diligence. The Board plans to move the Treasurer's salary line item into expenses to facilitate payment once a firm is selected.

Station Alerting System Status: The station alerting system is fully installed and connected, but implementation is currently delayed by a missing license required to correctly stack audio from the AEX into the FSA. Goosetown has been tasked with purchasing the license, and the system is expected to be operational immediately.

Community Engagement: Penny Ryan discussed participating in the Mass Health Mental Health Association's endurance strength challenge in October, suggesting a potential team challenge between cities. Additionally, the office has installed new flooring in the downstairs gym and is seeking donations of multi-use gym equipment.

National Night Out Participation: The organization confirmed its commitment to attending upcoming National Night Out events in Chicopee, Monson, Longmeadow, and East Longmeadow.

Operational Feedback: Lyn Simmons expressed gratitude to Anthony for the support provided during a recent incident in Longmeadow, noting that the effort to meet physically with the police team helped strengthen the partnership.

4. **New Business not reasonably anticipated within 24 hours.:** None at this time.
5. **Adjournment:** A motion was made by Stuart Beckley and 2nd by Jennifer Wolowicz to adjourn the meeting. A rollcall was done, 5 yes, meeting adjourned at 11:52 A.M.