

**WESTCOMM Board of Directors Meeting
Chicopee Public Safety Complex
Training Room
110 Church St, Chicopee
August 20, 2019**

In Attendance:

John Beaulieu, Chief of Staff, Chicopee
Paul Pasterczyk, Treasurer, WESTCOMM
Erin Hastings, Executive Director, WESTCOMM
Marie LaFlamme, City of Chicopee
John Dearborn, Chief, Longmeadow Fire
Jay Macsata, Longmeadow Fire
Marie Angelides, Longmeadow Select Board
Chad Thompson, Longmeadow
William Jebb, Chief, Chicopee Police
Dan Stamborski, Chief, Chicopee Fire

1. Meeting was called to order at 10:07pm by Chair John Dearborn
2. Chief Dearborn requested a modification to the agenda to formalize chairmanship and authorization to sign warrants. John Beaulieu made a motion to nominate Chief Dearborn to Chairman of the Board of Directors and have the authority to sign the warrants. Seconded by John Dearborn. Motion passed unanimously.
3. Motion to accept minutes from 08/09/19 made by John Beaulieu, 2nd by John Dearborn, passed unanimously.
4. WESTCOMM Budget – John B. supplied a copy of the original budget draft from 2017 when 4 municipalities were on board. The original budget showed WESTCOMM leasing space from Chicopee for \$20,000/month. It also included additional amounts of \$22,000/year for janitorial services, \$44,000/year for utilities, \$5500/year for HVAC and \$7200/year for generator maintenance. John B. requested to add those items. Erin stated she would adjust the undesignated fund to reflect 10% of the budget. The Finance Committee approved the budget for \$3,175,000. John Dearborn made a

motion to accept the budget with those changes. John B. seconded. Motion passed unanimously.

5. District Agreement review – John D. requests to postpone discussion until next meeting.
6. Longmeadow tasks – The PO has been sent for the outer lobby door adjustments. Deputy Chief Macsata advised we should have a quote for the work on the Pondside site by the end of the week. The microwave install should be completed by the end of the month. WESTCOMM will need to order monitors for the Longmeadow cameras. Horizon is working on getting spectrum.
7. Legal advisor for WESTCOMM – Erin has reached out to a few different firms. She did receive a recommendation from the Director at SEMRECC for Clifford and Kenny, LLP. She is waiting on a quote from them.
8. New business – Erin had questions regarding record retention for interviewees that did not get hired. Chad advised the information can be found on the state website. Chief Jebb would like to discuss the FY20 Grant Shortfall. Operations Committee will meet next Tuesday at 10:00am to discuss.
9. Next Board meeting scheduled for Tuesday, September 3rd at 10:00am.
10. Meeting adjourned at 11:06am