

**WESTCOMM**  
**BOARD OF DIRECTORS MEETING COMBINED**  
**WITH FINANCE COMMITTEE AND**  
**OPERATIONS BOARD MEETING**

FEBRUARY 28, 2022 11:00 A.M.

Google Meet Meeting  
[HTTPS://MEET.GOOGLE.COM/GDY-QBVX-EME](https://meet.google.com/GDY-QBVX-EME)

**In Attendance:**

Erin Hastings, Executive Director, WESTCOMM  
Mary McNally, Town Manager, East Longmeadow  
Jennifer Wolowicz, Town Administrator, Monson  
Robert Stocks, Chief, Longmeadow Police  
Chad Thompson, Purchasing Agent, Longmeadow  
Jennifer Leydon, Finance Officer, Longmeadow  
Stuart Beckley, Town Manager, Ware  
Paul Morrisette, Chief, East Longmeadow Fire  
Stephen Loneragan, Town Accountant, East Longmeadow  
JoAnn Kupiec, Admin Assistant, WESTCOMM  
Mark Williams, Chief, East Longmeadow Police  
Andrew Vernon, City IT Director, Chicopee  
Jeffery Gawron, Deputy Chief, Chicopee Police  
Jay Parker, IT Director, WESTCOMM  
Pat Major, Chicopee Police  
John Beaulieu, Chicopee  
Tracy Meehan, Town Accountant, Ware  
Holly Davis, Chicopee Police  
Steven Kozloski, Chief, Monson Police  
Nicholas Gasperini, Monson Police  
Jamie Farnum, Town Accountant, Monson  
Brian Harris, Chief, Monson Fire  
Christopher Gagnon, Interim Chief, Ware Fire  
Jay Macsata, Deputy Chief, Longmeadow Fire

1. Meeting called to order 11:02 A.M. Rollcall done: Present were John Beaulieu, Mary McNally and Stuart Beckley. 3 Present, 2 absent.

Jennifer Wolowicz joined the meeting at 11:06

2. Old Business: FY 23 Development Grant: The FY 23 Development Grant was submitted as follows:

Assessments:	\$ 1,175,968
15 Portable, 18 Mobiles for Monson:	\$ 91,712
2 Microwaves/Equipment for Ware	\$ 152,660
75 Portables, 24 Mobiles for Ware	\$ 271,834
1 Server	\$ 6,400
Architect Design	\$ 1,040,000
Security Fence	\$ 1,750
 TOTAL:	 \$ 2,740,324

The Architect Design was put towards the bottom because there is \$1,000,000 leftover in the Construction Line under the FY 22 Development Grant.

OPM Contract: Recommend we set up a meeting with CBI to discuss:

Design phase - Assumption two (2) design submissions.

Recommend no quantity limits.

Construction Phase – 10 month assumption (Does not seem practical, increase assumption)

If accepting a limit, determine an hourly rate for OPM and Clerk of Works

Closeout Phase – 1 month assumption (does not seem practical – increase assumption, then)

If accepting this, determine an hourly rate for OPM and Clerk of Works

It is also recommended that someone from the Board of Directors be involved with negotiations & come back to the full board with recommendations.

Can seek another proposal from D.A. Sullivan

Mary, Chad and Erin will sit and discuss counter proposal.

District Agreement: Locke Lord had concerns about the District Agreement in general. A red-lined version was sent with their recommendations on how the agreement should read. The date of the initiation is in question. Board members feel the initial date WESTCOMM was initiated (2017) should be in the agreement.

Once the District Agreement has been completed, the intent to incur debt will need to go back out to each Participating Community's Board of Selectmen, City Council, etc. Bonding can't be considered until this is done. Erin will attempt to attend all Participating Community meetings.

The discussion of the District Agreement was tabled until the 3/4/22 Board Meeting.

3. Staffing updates: An Evening Shift Supervisor was awarded a scholarship to attend the National Conference for a week in Ohio.

Julie Brown was also awarded a Scholarship to attend an all-expenses paid Conference in Texas. This award is only give to 1 individual Nationwide.

6 new Dispatchers Started today, 6 are coming off of training, 2 Dispatchers left and came back to WESTCOMM, and 1 applied to come back and is being considered. Looking to hire an additional 4, these will be for vacation coverage and lower the costs of OT.

Notice of Public Hearing: Plans for a self-storage unit were filed with the City of Chicopee. This self-storage unit would abut the 645 Shawinigan Drive property. Erin will attend the Public meeting being held on March 3, 2022 to get more information.

4. Adjourn: John Beaulieu made a motion to Adjourn, it was 2<sup>nd</sup> by Jennifer Wolowicz, meeting adjourned 11:29 A.M.