

# JOINT MEETING OF THE WESTCOMM BOARD OF DIRECTORS & OPERATIONS BOARD

JUNE 7, 2024 11:00 A.M.

CHICOPEE PUBLIC SAFETY TRAINING ROOM  
15 COURT STREET, CHICOPEE MA 01020

[HTTPS://MEET.GOOGLE.COM/UQI-QNAU-MNP](https://meet.google.com/UQI-QNAU-MNP)

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## **In Attendance:**

Lyn Simmons, Longmeadow Town Manager  
Erin Hastings, Executive Director, WESTCOMM  
Tom Christensen, Town Administrator, East Longmeadow  
Stuart Beckley, Town Administrator, Ware  
JoAnn Kupiec, Admin Assistant, WESTCOMM  
Khristy Lord, Deputy Director, WESTCOMM  
Wendy Graves, Treasurer, WESTCOMM  
Doug Sanford, Deputy Chief, Chicopee Fire  
Brian Harris, Chief, Monson Fire  
Paul Morrissette, Chief, East Longmeadow Fire  
John Dearborn, Chief, Longmeadow Fire  
Nicholas Gasperini, Lieutenant, Monson Police  
Robert Stocks, Chief, Longmeadow Police  
Patrick Major, Chief, Chicopee Police  
Sam Landry

1. Meeting called to order 11:11 A.M. A roll call was done, present at the meeting were Lyn Simmons, Stuart Beckley and Tom Christensen. 3 Present, 2 absent.
2. Approve Meeting Minutes: A motion was made by Tom and 2<sup>nd</sup> by Stuart to approve the minutes from the meeting held on May 3, 2024, as written. A roll call was done, 3 yes motion passed.
3. Executive Director's COLA: A motion was made by Tom and 2<sup>nd</sup> by Stuart to approve a 3% COLA increase for the Executive Director for FY 25. A roll call was done 3 yes, motion passed.

4. Vote to accept Vice Chairs signature on warrants in absence of Chair: A motion was made by Stuart and 2<sup>nd</sup> by Tom to authorize the Vice Chair to sign off on warrants in the absence of the Chair. A roll call was done, 3 yes, motion passed.
5. Operations Report: Chief Morrissette has concerns about the instability of the Ops meeting on a regular basis. Not sure what authority the Committee has on the votes they take, does it go to the full Board? Chief Harris feels the one on ones are good but monthly meetings are still important, feels a lot was discussed but not much done. Chief Dearborn feels the one on ones are working and productive and is in favor of some combination. Chief Stocks is looking for a hybrid meeting model, feels the one on ones are ok, pushing for a group meeting so things can be discussed collectively. Deputy Chief Sanborn suggests one on ones quarterly and monthly meetings as a whole group. Tom Christensen agrees there should be a hybrid meeting model. Chief Kozloski would like to see a group meeting more often than quarterly. The District Agreement states the Operations Board must meet at least quarterly. Communication to the Board was discussed and this is why the Operations Board forwarded the motions that were made at their meeting, so the Board can review and discuss. It was suggested that the Operations Board meet with the Chair and Vice Chair quarterly to free up the Executive Director from having to attend all those meetings. It was decided that the Quarterly full Ops meetings have to stand. Chief Stocks suggested to meet with Erin on an as needed basis. A suggestion was made that 1 month the Ops Board meet together, the next month one on ones with Erin, the following month Ops Board to meet with the full Board of Directors and hold a joint meeting, then add quarterly Ops meetings to the 12 month review calendar. It was decided the Ops Board will continue to give motions that they make, to the full Board of Directors so they can be discussed at the joint quarterly meetings. The June meeting is considered a Joint meeting, in July the Ops Board will meet alone, In August they will do the one on one's with Erin, and in September there will be a Joint Meeting, etc....
6. Horizon Contract: Motions from the Ops Board regarding the Horizon contract were discussed. Chief Morrissette feels WESTCOMM should at least explore other vendors, make sure communication goes from Community to Executive Director, then Erin will communicate with Horizon in regards to any issues. There were several concerns expressed with Horizon in regards to proximity, communication, tone, audio and speaker issues. Horizon seems to be trying certain fixes and still the problems persist. Not everyone is happy with Horizon. It was suggested that perhaps a Committee be put together to solicit RFP's from other radio vendors. The Comirs systems was discussed, looking at fiscal year 2026, there are lots of moving parts to get the system up and running. Chief Morrissette suggested hiring

an architect to look at the radio system and give an opinion on how the system currently runs. Erin will be meeting with an individual that worked with the Ludlow radio system. It was discussed that we've had to ask a lot from this vendor (Horizon) and that other Regionals have hired an architect, or project manager to oversee this area, perhaps this is the direction that we should be going. It was suggested that we get a presentation from the State on the Comirs system, as there seems to be different understandings on how this works. This topic will be added to the goals document. There is a goal of getting the RFQ out in September, should be added to the 12 month review calendar. The tower base is complete, the tower is expected to be up next week or following week. Engineering study said it's going to work, Erin will send a more comprehensive report once complete, it's currently being worked on, approximately one month out on the tower being complete.

7. System Keys: Chief Kozloski has an issue with not having keys out there, there is an ability to program them. Multiple agencies have recommended not sharing radio system keys. If keys can't be given out, timelines in fixing issues need to be stepped up. Chief Dearborn thinks in house staff should be handling in house issues such as radio programming, etc., perhaps additional staff need to be hired so WESTCOMM can be self-sufficient. Standard timelines should be put in place. Chief Major support an operation Manager in the next budget.
8. A motion was made by Lyn and 2<sup>nd</sup> by Tom to Vote to enter into Executive Session in accordance with MGL chapter 30A, Section 21 (a) (3), to discuss strategy with respect to collective bargaining with the National Correctional Employees Union Units 1 (ECS) and 2 (Supervisors) or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and will reconvene into open session. A motion was made 3 yes, motion passed.
9. Meeting reconvened in open session. A motion was made to ratify the Union Contracts retroactive back to July 1, 2023. A roll call was done, 3 yes, motion passed.
10. A motion was made by Tom and 2<sup>nd</sup> by Lyn to adjourn the meeting. A roll call was done, 3 yes, motion passed, meeting adjourned at 12:39 P.M.