

**WESTCOMM Board of Directors Meeting
Chicopee Public Safety Complex
Training Room
110 Church St, Chicopee
April 23, 2019**

In Attendance:

Stephen Crane, Longmeadow Town Manager
John Beaulieu, Chief of Staff, Chicopee
Paul Pasterczyk, Treasurer, WESTCOMM
Andrew Vernon, Chicopee IT
Denise Moreau, Chicopee IT
William Jebb, Chief, Chicopee PD
Daniel Stamborski, Chief, Chicopee FD
Jay Mascata, Longmeadow FD
Erin Hastings, Executive Director, WESTCOMM
Holly Davis, Lieutenant, Chicopee PD
Jim Lisowski, Chicopee Electric Light
John Stankiewicz, Chief, Longmeadow PD
Robert Stocks, Lieutenant, Longmeadow PD
Dave Bell, Central Square

1. Meeting was called to order at 10:05am by Chair Stephen Crane
2. Motion to approve minutes from 04/08/19 made by John Beaulieu, seconded by Stephen Crane. Motion passed.
3. Erin Hastings composed a letter to Chicopee Electric Light requesting an official quote to build out the fiber on the Public Safety Network. Letter was signed by Andrew Vernon, John Beaulieu, Chief Jebb and Chief Stamborski
4. Erin Hastings presented CJIS MOU between WESTCOMM, Chicopee Police and Longmeadow Police. Letter signed by Chief Stankiewicz and Chief jebb
5. Capone Communications sent a quote for the microwave links. Stephen Crane made a motion to issue a purchase order to Capone Communicaton for the amount of the quote, Second by John Beaulieu. Motion passed.
6. Erin Hastings advised the committee that they will not need to purchase Logging Recorders. State 911 supplies them at no cost.
7. Discussion of purchase order for IMC/Central Square
 - a. Dave Bell advised WESTCOMM cannot be put in a queue for data conversion until Central Square has a PO for maintenance contract.
 - b. Stephen Crane advised that WESTCOMM cannot issue a PO for a future maintenance contract because it will not be reimbursed by State 911

- c. Dave Bell is waiting for Karen Robitaille from State 911 to reach out to him
 - d. Several members stated their concern that Central Square was not willing to work with WESTCOMM to resolve the issue.
- 8. Nutanix servers have been delivered
- 9. Director Hastings requesting cash to purchase inventory tags. John Beaulieu asked Paul Pasterczyk to add the \$130.00 to the cash flow assesment
- 10. Discussion on fire dispatch room moving to police station
 - a. Jim Lisowski from CEL advised the contractor for the SigComm stated it could be up 90 – 120 days from purchase order to installation. There will be more accurate information after the meeting on Thursday.
 - b. Denise Moreau asked if access to the system needed to be at all dispatch stations. Erin Hastings stated she would have to take a closer look at it.
- 11. Director Hastings advised after meeting with the Chiefs, she is recommending WESTCOMM start hiring civilian dispatchers with a potential start date of August 5, 2019. She is requesting the City of Chicopee reimburse the salaries for 8 weeks, roughly \$150,000
- 12. The Board voted to have the Operations Committee meet and agree on salary recommendations and job description for dispatchers and supervisors.
- 13. Stephen Crane suggested keeping Michael Gardner on retainer just in case he is needed.
- 14. Paul Pasterczyk sent the Board a cash flow assesment. He is requesting Chicopee fund their percentage determined in the District Agreement. John Beaulieu will forward the request to the Mayor
- 15. Next meeting scheduled for May 2, 2019 at 11:00am
- 16. Motion to adjourn by Stephen Crane. Second by John Beaulieu. Meeting adjourned 11:15am