

Nashoba Valley Regional Dispatch District

Administration Board

Meeting Minutes

December 8, 2022

ATTENDEES:

BOARD MEMBERS:

Interim Chair Heather Lemieux, Lunenburg; Don Lowe, Bolton; Marie Sobalvarro, Harvard and Kristen Rubin, Berlin.

NOT PRESENT

Meg Delorier, Interim EVP, Devens Operations and Kate Hodges, Lancaster.

OTHER PARTICIPANTS:

Anne Camaro, NVRDD Executive Director; Peter Kinnas and Glenn Casey, NVRDD Supervisors and Shelly Testa.

I. CALL TO ORDER:

- With a quorum present and acting, meeting called to order, and video recorded at 2:32pm.

II. ANNUAL PERFORMANCE EVALUATION FOR EXECUTIVE DIRECTOR

1. Heather has received four (4) out of the six (6) evaluations. Majority reviews received have been commendable and exemplary. Great job done and Board very pleased with Anne's performance. **Comments from Board:** Don Lowe: "You've done an outstanding job". Marie Sobalvarro: "Impressive global approach to cleaning up issues as not handled in the past. Great balance of staff and overall big picture of center". Kristen Rubin: "Although I have not worked with you as long as the other members, it is very clear on your initiative on funding, training and eye on the future. Very good communication". Heath Lemieux: "We are fortunate to have you. Job well done, Thank you".
2. GOALS for FY23: Top three (3)
 - APCO Training
 - Continuing education
 - COOP – long term Capital. Improvement with communications with all Chiefs & new communities being added.
3. Motion to approve salary increase 2.5 % as performance exceeds expectation made, accepted by Don Lowe, seconded by Marie Sobalvarro, approved. Roll call: Bolton, Yes, Harvard, Yes, Berlin, Yes, Lunenburg, Yes.

NEXT MEETING

1. January 19, 2023 @ 2:30pm

ADJOURN

1. With no further Open Session business, motion adjourn made, accepted by Don Lowe, seconded by Marie Sobalvarro. Roll call: Bolton, Yes, Harvard, Yes, Berlin, Yes Lunenburg, Yes. Adjourned at 2:51p.m.