

Nashoba Valley Regional Dispatch District

Administration Board

Meeting Minutes

December 29, 2021

ATTENDEES:

BOARD MEMBERS:

Orlando Pacheco, Lancaster; Margaret Nartowicz, Berlin; Heather Lemieux, Lunenburg and Jessica Strunkin, MDFA-EVP, Devens.

NOT PRESENT

Don Lowe, Bolton and Marie Sobalvarro, Harvard

OTHER PARTICIPANTS:

Anne Camaro, Executive Director, Peter Kinnas, Glenn Casey, Cheryl Garipey, Laura Shrifin, NVRDD; Chief Michael Hanson, Lancaster FD; Chief James Babu, Harvard PD; June Polland, Berlin and Shelly Testa, recording secretary, Public Safety.

CALL TO ORDER:

- With meeting held via zoom, Orlando Pacheco called meeting to order at 10:02am with a quorum present and acting.

SCHED. MTG TO APPROVE EXEC. SESSION MINUTES

- Board recommends waiting until the CBA has been ratified before approving and then schedule a meeting. Wants to run by Council on what should / should not be released.

MEETING MINUTES

- Motion to approve minutes with corrections for November 9, 2021 and November 23, 2021 made, accepted by Don Lowe and seconded by Heather Lemieux.
Approved.

CHAIRMAN UPDATES

- Orlando spoke with Anne about the amendments made to her contract by the board, she had no issue. Originals were sent to her directly for execution and an email version had been executed in preparation for the Board's approval.
- Jeff Nutting is the Townsend Interim Town Administrator until a permanent replacement is found.

INTERIM EXECUTIVE DIRECTOR UPDATES

- Positions are still be posted.
- FY23 budget has been started
- There is a "Townsend Teams" meetings scheduled to discuss exit from District.

UNION

- CBA not finalized for signature. Item moved to next meeting and added to Executive Session.

INTERMUNICIPAL/DISTRICT AGREEMENTS

- All communities still need to uniformly sign the District Agreement. After review per community, will continue to discuss verbiage and possible changes.

FY22 BUDGET

- Andrew Gould has given his resignation. Last day is April 1, 2022. Future discussions to accept and fill vacancy.
- OT budget a little high.
- How will Townsend's withdrawal impact the District?
- Actively pursue other communities to join the District. Shirley's two (2) year contract with Ayer will be ending soon.

CAPITAL STABILIZATION FUND

- Moved to next meeting for further discussion.

FIRE CHIEF'S UPDATES

- Chief Gammel, has accepted the position of Chair of the OPS Committee. Chief Kelly, Devens, has accepted the position of Vice Chair both effective January 1, 2022.
- Chief Sicard is the OS Committee representative for the Finance Sub-Committee.

NEW BUSINESS

- Administrative support for the District through the transition with new director. Shelly Testa is able to assist. Future discussions on how compensation will be handled.
- The call of a "tree down" in Devens, Dec. 26, 2021 @ 14:45am was dispatched to the DPW when it should have been dispatched to the State Police.

NEXT MEETING

- January 13 @ 2:00pm via zoom.

ADJOURN

- With no further Open Session business, motion to move Executive Session made and not reconvene into Open Session, accepted by unanimous voice roll call. Adjourned at 10:34a.m.