



# South Worcester County Communications Center

357 Main Street • Webster, MA 01570 • 508-943-1212  
*Serving the Towns of Webster and Dudley, Massachusetts*



*Gregory Lynskey, Communications Center Director*

*SWCCC Board of Directors*

*Meeting Minutes for January 10, 2019 – Regular Session*

Board Members Present: Chairman Greg Balukonis, Doug Willardson, Peter Fox (Representing Paul Joseph), Randy Becker

Others Present: Gregory Lynskey, Steve Wojnar, Dean Kochanowski (See Notes)

- Meeting called to order by Chairman Balukonis at 10:06am.
- Chairman Balukonis led the Pledge of Allegiance.
- Mr. Becker made a motion to approve the regular session meeting minutes from December 6, 2018. Second by Mr. Fox. Unanimous vote.
- Mr. Fox made a motion to approve but not release the Executive Session meeting minutes from December 6, 2018. Second by Mr. Willardson. Vote: Mr. Willardson-Yes, Mr. Becker-Yes, Mr. Fox-Yes, Mr. Balukonis-Yes
- Mr. Willardson stated he had lunch with the new Oxford Town Manager and she seems to be a go getter who has an open mind. He stated she is aware of the SWCCC and wants to look into it further. Chief Kochanowski arrived at this time. Mr. Becker asked if it would be appropriate timing for him to reach back out to the vice-chairman of the Oxford Board of Selectmen. The Board stated it would be OK to do so. Mr. Balukonis asked if it appeared Oxford's host project was completely dead. Director Lynskey stated that it did as Oxford was voting to approve funds to demolish the proposed building and that only Oxford and Charlton had voted to proceed and both voted to do so only with a third community. Mr. Willardson also stated it appeared the project was dead.
- Director Lynskey presented the board with Policy 3.19 Draft 2 for Text to 911. He stated the change from the original draft is to allow dispatchers to ask a texter to call 911 if it is safe for them to do so. This was originally not being allowed by State 911 but has been changed to be left up to local decision. Director Lynskey stated the Operations Board had reviewed and recommended the policy for approval. Mr. Becker made a motion to approve as presented. Second by Mr. Willardson. Unanimous vote. Mr. Balukonis asked if there had been any word out of the union regarding Text to 911. Director Lynskey stated they had been largely silent but had all completed training and had done some testing on the system.
- Director Lynskey presented the board with a proposed press release to announce text to 911. Director Lynskey stated State 911 was encouraging local dissemination in advance of the statewide PR push. Mr. Balukonis stated his only thought was the wording of the "most exciting change" in the first paragraph sounded odd. Director Lynskey stated he agreed however it was taken directly from the State 911 Departments Newsletter for recommended announcements.
- Director Lynskey presented the Board with a proposed IMA language change regarding assessment billing, changing the schedule from quarterly to annually.

## **Board of Directors:**

Greg Balukonis - Chairman  
Doug Willardson - Vice Chairman  
Randy Becker - Member  
Paul Joseph - Member

## **Operations Board:**

Dean Kochanowski - Chairman  
Michael Shaw - Vice Chairman  
Steven Wojnar - Member  
Brian Hickey - Member  
Gary Milliard - Member

Director Lynskey stated that Webster Town Accountant Tim Bell had indicated the earliest the assessment can be calculated is mid-January as it relies upon calendar year retirement assessment data. Mr. Becker made a motion to recommend approval of the amendment with one correct changing the word payments in the last sentence to payment. Second by Mr. Fox. Unanimous vote. Director Lynskey stated he will prepare the formal packet for the Town Administrators so the amendment can be presented to both Boards of Selectmen for approval.

- Director Lynskey provided the board with a FY19 budget review through December 31, 2018. Director Lynskey stated the only line item that had a potential concern at this point in the year was Employee Training Overtime. Director Lynskey stated the account has been more than 50% spent on training a new part-time dispatcher who did not work out. Director Lynskey stated the line should be sufficient to make the remainder of the year so long as there is no need to replace a full-time dispatcher. If there is, transferring of funds may be needed.
- Director Lynskey presented the board with one transfer for their record. A vote to approve was not required:
  - \$588.96 from Regular Overtime 6421151 513000 to Sick Leave Incentive 6421151 514007
- Director Lynskey provided a summary of the recent nationwide 911 outage that occurred on 12/28/18. Director Lynskey stated the issue was caused by a network failure of an internet service provider in the Midwest who services all of the large phone carriers. Director Lynskey stated there was no equipment or technology failure that occurred in Massachusetts and that the SWCCC is not aware of having had any missed 911 calls as a result of the failure. The failure led to routing issues but did not appear to lead to lost calls.
- Director Lynskey presented the Board with his Calendar Year 2018 year-end report. Mr. Becker stated there was one typographical error that said Dispatchers when it should say Dispatcher. Mr. Becker asked if the report should mention Chief Bent's retirement or if it wouldn't since it hadn't happened by year end. The Board believed it should be included for timeliness since by next year it will be stale information. Director Lynskey stated he will add it.
- Director Lynskey presented the Board with his FY2020 Budget Request. The Board scheduled a meeting for January 23, 2019 at 9am to review the request.
- The Board set the next regular meeting for February 14, 2019 at 10am at the Dudley Municipal Complex.
- Mr. Fox made a motion to adjourn at 10:52am. Second by Mr. Becker. Unanimous vote.