



South Worcester County Communications Center

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Serving the Towns of Webster and Dudley, Massachusetts



Gregory Lynskey, Communications Center Director

SWCCC Board of Directors

Meeting Minutes for February 2, 2023 – Regular Session

Board Members Present: Jonathan Ruda, Richard LaFond, Randy Becker

Board Members Absent: Steven Sullivan

Others Present: Gregory Lynskey

Meeting Location: Webster Police Community Room

- Meeting called to order by Chairman Ruda at 10:06am.
- Chairman Ruda led the Pledge of Allegiance.
- Mr. LaFond made a motion to approve the regular session meeting minutes from December 8, 2022. Second by Mr. Becker. Unanimous vote.
- Director Lynskey presented the board with a budget review for FY2023 through Q2. Director Lynskey noted that overtime and part time expenses are overspent due to the vacancies that had existed however with the vacancies now filled that should level off and the unspent salaries due to the vacancies should help to cover the overages.
- Director Lynskey provided the board with several budget transfers for their information that did not required board vote.
 - \$15,000.00 from 6421151 511010 Public Safety Dispatchers to 6421151 513000 Regular Overtime
 - \$1,692.31 from 6421151 511010 Public Safety Dispatchers to 6421151 514007 Sick Leave Incentive
 - \$1,343.93 from 6421151 511010 Public Safety Dispatchers to 6421151 514008 Vacation Incentive
- Director Lynskey presented his FY2024 budget request. Director Lynskey provided some highlights of specific of line items that had notable changes in their budgeted amount, whether increases or decreases. He noted that this budget continues staffing at 11 full-time dispatchers, however he noted an increase in that line item due to the 11th full-time position only being funded for the second half of FY2023. He further noted in both the building maintenance and communications maintenance line items that there were several items that are due for scheduled replacement that while recurring, are non-annual costs. He did however state that the communications maintenance will be a 4 year planned increase to replace one base station radio per year. Mr. Becker asked about the electric and gas expenses. Director Lynskey noted that they are calculated based upon the actual costs of the police station electric and gas service and then assessed to the SWCCC based upon the percentage of the building the SWCCC occupies. He noted they are assessed in the indirect costs. Director Lynskey went over the proposed assessments for each community. He noted that the budget is based upon the expectation that the FY2024 State 911 grants will be level funded which was in fact confirmed earlier in the week. He stated that as such, the local assessments must absorb any increases to the

Board of Directors:

Jonathan Ruda - Chairman

Richard LaFond - Vice Chairman

Randy Becker - Member

Steven Sullivan - Member

Operations Board:

Dean Kochanowski - Chairman

Michael Shaw - Vice Chairman

Steven Wojnar - Member

Brian Hickey - Member

Gary Milliard - Member

budget. He reminded the board that the FY2023 assessments had been reduced by an increase to the State 911 Grants for the year and also noted that they were further reduced due to decreased health insurance costs due to the vacancies that exist. Lastly, he noted that the assessments were calculated based upon the 2020 census data and 2022 911 call data. Mr. Becker made a motion to approve the FY2024 budget request as presented, second by Mr. LaFond. Unanimous vote.

- Director Lynskey informed the board that the budget request proposed a notable increase to his salary based upon a salary survey that was conducted, which he then presented. He noted that nearly all those who responded to the survey have either a deputy director or other administrative support. He also noted that he had pointed out during his FY2023 budget presentation that several director positions had recently been filled at substantial pay increases. He stated that the prior salary survey had been conducted in in FY2021 and was used to set his pay rate for FY2022 and FY2023. He stated that with the results showing as they did, it appears it may be necessary to conduct a survey annually given the changes being seen across the industry. Mr. LaFond noted all of the extra responsibilities and duties Director Lynskey has beyond simply supervising the dispatchers. Mr. LaFond made a motion to set the Director Salary as \$102,000 which would be the 90th percentile of the survey effective July 1, 2023. Second by Mr. Becker. Unanimous vote.
- Director Lynskey stated the budget proposal was done based upon an increase to the per-diem pay rate to \$23.25 per hour. He noted his continued goal to eventually reach having the per-diem rate equal to the entry level full-time rate as per-diem dispatchers are asked to perform the same job with the same training and certification requirements yet without benefits. Mr. Becker noted that it is common that per-diems actually make more than full-time in many industries. Director Lynskey stated it is his intent to bring the rates to match the full-time entry level rate for FY2025. Motion by Mr. Becker to set the per-diem pay rate at \$23.25 per hour effective July 1, 2023.
- Director Lynskey stated his budget also proposed paying per-diem dispatchers who work on a holiday at a rate of time and one half. He noted this suggestion came from his most active per-diem dispatcher who made the valid point that full-time dispatchers working on holidays are paid either double time or double time and a half depending upon the holiday yet the per-diem dispatchers who work holidays are only paid at straight time. Mr. Becker made a motion to approve the per-diem rate on holidays to be time and one half of the per-diem rate effective July 1, 2023. Second by Mr. LaFond, unanimous vote.
- Director Lynskey presented the board with his Calendar Year 2022 year end report. The board reviewed the report and had no recommended revisions.
- The Board set the next meeting date for June 8 at 10am at the Dudley Town Hall.
- Mr. LaFond made a motion to adjourn at 11:03am, second by Mr. Becker. Unanimous vote.