



Nashoba Valley Regional Dispatch District

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Anne Camaro
Executive Director
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Operations Committee Meeting Minutes

Meeting Date and Time: Tuesday June 17, 2025 1:00PM

- Meeting held at the Harvard Police and EMS Building

Attendance:

Berlin – Schartner* (P) McQuillen (P)
Bolton – Hamburger (P) Legendre (P)
Boxborough – Szewczyk (P) Kivlan (A)
Devens – Frohock (P) Kelly** (P)
Harvard – Babu (P) Sicard (P)
Hudson – Dipersio (A) Desautels (P)
Lancaster – Moody (A)
Lunenburg – Thibodeau (P) Sullivan (P)

Others:

NVRDD – Anne Camaro (P)
NVRDD – Jennifer Hill (P)
NVRDD – Charles Myers (P)

*Chair

** Vice Chair

1. Call to Order: With a quorum present and acting, the Chair of the Operations Committee called the meeting to order at 1:05PM.
2. Public Comment: None.
3. Approval of Meeting Minutes: Meeting minutes from the last meeting (05/06/2025) tabled to the next meeting.
4. FY26 Goals & Committee Officers: Director Camaro presented the idea of having a combined board and committees meeting to set goals. Chief Schartner advised the committee that he would stay as chair of the committee should nobody else like to take it on. Chief Kelly would also like to stay as vice-chair. With no further discussion Chief Kelly made the motion to keep the same slate of officers: Chair: Chief Schartner (Berlin PD), Vice Chair: Chief Kelly (Devens FD). Motion seconded by Chief McQuillen. All present voted in favor of the motion, so motion carries.
5. Director's Report: Director Camaro is working with the District Accountant to close out FY25 and will be scheduling the financial audit for FY25. Director Camaro reports working on FY26 projects and the Hudson transition. She reports two new hires starting within the next couple of weeks and three prospects for after July 1st, which will bring

staffing up to 17. Two shy of the 19 EFT. She is also waiting for grant awards to sign contracts with vendors and to purchase equipment.

6. Approval of New/Modified Policies:

- a. 304. Bank Alarm
- b. 307. MV Stops
- c. 305. Residential and Commercial Alarms
- d. 303. Arrests
- e. 328. C-9 Tows
- f. 430. Ricky's Towing – Highway Response to FD Incidents
- g. 431. Toning 2nd Medicals

With no further discussion Chief McQuillen made a motion to approve listed policies. Motion was seconded by Chief Kelly. All present were in favor, and with no objections or abstains the motion passes.

7. Police and Fire Calls QA:

Operations Manager Jennifer Hill gave an update on the quality assurance of police and fire calls. Reviews started approximately two months ago, and we are enforcing call taking and dispatch criteria with higher standards.

8. Dispatch Liaison:

Charles Myers introduced himself to the committee.

9. Old Business:

Director Camaro advised that she is waiting for the State 911 Awards to begin working on the regional radio network.

10. New Business:

- Chief McQuillen Spoke about the possibility of having a Chief's Calendar that can be shared within the district for coverage.
- Discussion was held on the possibility of having a Chief's Notification for major events. No vote was taken.
- Discussion was held on Wires Down Calls and the fire response. No vote was taken.
- Next Meeting: August 26, 2025 1:00PM at the Harvard Police and EMS Building

11. Adjourn: With no further business to be brought before the committee, the Chair of the Operations Committee entertained a motion to adjourn the meeting. Motion was made by Chief Sullivan and seconded by Chief Kelly. All present were in favor, and with no objections or abstains the meeting was adjourned at 1:39PM.