



Nashoba Valley Regional Dispatch District Administration Board

Meeting Minutes – Open Session
April 08, 2025
1:00 PM

ATTENDEES:

Board Members:

Berlin: Kristen Rubin*
Hudson: Thomas Gregory
Bolton: Marie Sobalvarro
Lunenburg: Jennifer Warren-Dyment
Lancaster: Jeff Nutting

*Chairperson

**Vice Chair

Others:

NVRDD: Anne Camaro, Executive Director
NVRDD: Jennifer Hill, Operations Manager
NVRDD: Brian O'Neill, James Gendron, and Charles Myers

Absent:

Devens: Meg Delorier**
Boxborough: Michael Johns
Harvard: Allyson Mitchell

I. CALL TO ORDER:

With a quorum present and acting, the meeting was called to order by the chairperson at 1:03PM.

II. APPROVAL OF MEETING MINUTES

Chair Kristen Rubin entertained a motion to approve the meeting minutes from the 03/06/2025 meeting. Motion was made by Jeff Nutting, seconded by Marie Sobalvarro. Roll call vote: Berlin: AYE, Bolton: AYE, Hudson: AYE, Lancaster: AYE, Lunenburg: AYE.

III. DIRECTOR'S REPORT

Director Camaro gave an update on personnel and the process for onboarding Hudson Police and Fire Communications.

Director Camaro advised the board of the resignation of the District Treasurer – Kristen Noel and asked for approval to post the position. Motion was made by Jeff Nutting, seconded by Marie Sobalvarro. Roll call vote: Berlin: AYE, Bolton: AYE, Hudson: AYE, Lancaster: AYE, Lunenburg: AYE.

IV. OPERATING BUDGET UPDATE

Budget reports were shared with the board, special attention to the Overtime line, as we still have 2 vacancies. Also keeping an eye on Legal Prof. Svcs. line and building and grounds line because of the HVAC issues we've had this winter.

V. CAPITAL BUDGET UPDATE

Report shared with the board, along with the update that the Finance Committee has approved \$75K appropriation from Capital to pay for the BRYX installation. Current Balance on Money Market Account: \$291,983.62 with 3.44% Interest Rate.

VI. DISCUSSION ON ESTABLISHING COMMITTEE FOCUS

The board discussed the possibility of restructuring the committees as well as possibly removing the finance committee from the District structure. Director Camaro is waiting for legal counsel to advise on any potential changes to the District Agreement.

VII. NVRDD GROWTH DISCUSSION

1. Hudson Update: NVRDD has been working with Hudson Public Safety on the needs for the transition onto NVRDD. Quotes have been received and the Grant Application has been filled out and submitted to State 911.
2. Marlborough: Director Camaro gave an update on interactions she's had with the Marlborough Mayor, especially with regards to division of assessments and the conveyance of land within the Town of Marlborough to the District.
3. Sterling: Director Camaro advised the board that she has met with the Town of Sterling and their Public Safety Departments about the possibility of joining the District. The Select Board has placed an item on the warrant for May 5th Town Meeting.

VIII. VOTE ON ADDING TOWNS TO NVRDD

The Board instructed Director Camaro to write back to the City of Marlborough advising them that Board ultimately decided that, at this time, they will not be relocating the District Headquarters. The District will continue to operate out of our current building in Devens for the foreseeable future. Additionally, the District is currently in the process of onboarding Hudson Police and Fire. Given the scope of this transition, the Administration Board has advised against pursuing any additional member communities at this time - including Marlborough. Their focus is on ensuring a smooth integration of Hudson before considering further expansion. A Motion was made by Jeff Nutting, seconded by Marie Sobalvarro. Roll call vote: Berlin: NAY, Bolton: AYE, Hudson: AYE, Lancaster: AYE, Lunenburg: AYE.

NEXT MEETING: Tuesday May 13, 2025 virtually, at 1:00PM

IX. ADJOURN

With no further business to discuss Chairperson Kristen Rubin entertained a motion to adjourn. Motion made by Jeff Nutting, seconded by Marie Sobalvarro. Roll call vote: Berlin: AYE, Bolton: AYE, Hudson: AYE, Lancaster: AYE, Lunenburg: AYE. Meeting adjourned at 1:41PM.