



Nashoba Valley Regional Dispatch District

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Anne Camaro
Executive Director
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Nashoba Valley Regional Dispatch District Finance Committee Meeting Minutes

Meeting Date: Wednesday, October 15th, 2025 **Time:** 9:04 AM

Present:

Ninotchka Rogers, Town of Bolton
Jared Mullane, Town of Harvard
June Poland, Town of Berlin
Japheth Stevens, Mass Development
Honghoa Le, Town of Boxborough
Cheryl Gariepy, Town of Lancaster

Anne Camaro, NVRDD Executive Director
Jennifer Hill, NVRDD Operations Manager
Glenn Casey- NVRDD Supervisor
Charles Myers- NVRDD Dispatcher

Absent

Ezequiel Ayala, Town of Lunenburg- Chair
Neil Vaidya- Town of Hudson- Vice Chair

I. Call to Order

With a quorum present and acting, the meeting was called to order by June Poland at 9:04 am.

II. Public Comment

None

III. Recognize Committee

June Poland nominated herself for the chair position, this change is needed because Ezequiel Ayala (previously appointed to the role) is leaving his employment with the Town of Lunenburg. Ms. Poland entertained a motion to reorganize the Committee and appoint June Poland as Chair of the committee, Motion by Jared Mullane seconded by Cheryl Gariepy, Rollcall vote: Jared Mullane aye, Cheryl Gariepy: aye, Honghoa Le: aye. Japeth Stevens: aye, the motion passes unanimously.

IV. FY25 Closeout Update

Director Anne Camaro reported that the auditors have begun to review the records and that the final audit report is expected to be received by the end of November. Director Camaro also reported that all State 911 reimbursements have been received.

V. FY26 Update

Director Anne Camaro reported that budget reports for Fiscal Year 2026 have been distributed to the Finance Committee. Director Camaro reported that there are payroll expenses that will be moved to the grant accounts. They continue to monitor expenditures to ensure the budget is not exceeded. Particular attention is being paid to the fiber account and HVAC system, which have created significant costs due to necessary repairs. A grant has been received to replace certain components, which should help reduce future expenses. Director Camaro also noted that major upcoming expenses are anticipated for radios purchased with State 911 funds. The corresponding revenue for these radios has not yet been posted, but disbursement funds have been received.

VI. Director Update

Director Anne Camaro reported that one of the supervisors has resigned, bringing the number of dispatchers back down to fourteen. The department continues to screen candidates to fill open positions. Director Camaro also noted that the newly created Systems Manager position has been filled by Chris Carleton.

VII. Approve Minutes

Cheryl Gariepy entertained a motion to approve the minutes from the 08/20/25 meeting. Motion by Charyl Gariepy seconded by Jared Mullane, Rollcall vote: Japheth Stevens: aye, Jared Mullane: aye, Cheryl Gariepy: aye, Honghoa Le: aye. The motion passes unanimously.

VIII. District Growth -Vote

Director Anne Camaro reported that she has been meeting with representatives from the Town of Sterling to plan their transition into the district. Sterling has submitted an email request to join the district. Most of the transition costs are expected to be covered by State 911 funds, and no additional staffing will be required.

Director Camaro requested that the Finance Committee take a preliminary vote to accept Sterling as a provisional member of the district in order to continue to work on the transition process. Due to delays, the transition is now anticipated to occur in July.

Committee member Jared Mullane requested a five-year financial projection outlining how the associated expenses will affect future budgets and asked for additional information before proceeding.

June Poland entertained a motion to postpone the vote until additional town representatives are present.

Motion by Cheryl Gariepy seconded by Jared Mullane, Rollcall vote: Honghoa Le: aye, Japheth Stevens: aye, Cheryl Gariepy: aye. The motion passes unanimously.

IX. Other Business

Committee member Jared Mullane proposed reviewing the use of undesignated funds to offset Fiscal Year 2027 assessments. The Committee agreed to postpone any decision on this matter until the completion of the ongoing audits.

Director Anne Camaro inquired whether it would be possible to conduct a single, full assessment at the beginning of the fiscal year instead of issuing two separate assessments, as has been done in the past. Jared noted that such a change would require a modification to the existing agreement. Director Camaro will discuss with Administration Board on whether a modification would be possible.

X. Next Meeting

The next Finance Committee meeting was scheduled for Wednesday, December 10, 2025 at 9:00 am.

XI. Adjourn

With no further business to come before the committee, the Chair of the Finance Committee adjourned the meeting at 9:29 am.