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: Thursday June 18, 2026 1:00PM

- Meeting held in person, at the Devens Fire Department

Attendance:
Berlin – Schartner* (P) McQuillen (P)
Bolton – Murphy (P) Legendre (A)
Boxborough – Szewczyk (P) Kivlan (A)
Devens – Frohock (P) Kelly** (P)
Harvard – Babu (P) Sicard (P)
Hudson – Dipersio (P) Desautels (A)
Lancaster – Moody (A) Belanger (A)
Lunenburg – Thibodeau (A) Sullivan (P)
Sterling – Gaudette (P) Kokernak (P)
*Chair ** Vice Chair

Others:
NVRDD – Anne Camaro (P)
NVRDD – Jennifer Hill (P)
NVRDD – Chris Carleton (P)
Devens Fire – Deputy Shea
Bolton Police – Lt. Barry
Harvard Fire – Lt. Perry

1. Call to Order: With a quorum present and acting, the Chair of the Operations Committee called the meeting to order at 1:08PM.

2. Public Comment: None.

3. Approval of Meeting Minutes: Meeting minutes tabled to next meeting.

4. Director's Report: Director Camaro reports the following:
    a. NVRDD currently has 15 out of the 19 full time dispatch positions filled. With 12 being fully trained and operational, 1 in phase 3 of training, 1 in phase 1 of training, and one starting next week. We interviewed four more candidates this week, and I plan on making offers to two out of the four candidates. They will have staggered start dates of possibly End of July and mid-August.
    b. All applications have been filed for the FY27 Grants and we are now awaiting our award letters. I expect them to begin arriving the last week of June, first week of July. I will also be closing out the FY26 Grants, and making sure that all journal entries for expenditures reimbursed have been made so the expenses charged to grants are equal to the reimbursements received.
    c. This is a list of projects completed in FY26:
        - Completed the transition of Hudson Police and Fire Communications to NVRDD
        - Replaced the camera and access control system at Hudson PD

- Installed cameras and access control system at Hudson FD
- Purchased (40) portable radios for Hudson Police
- Purchased (30) portable radios for Hudson Fire
- Purchased (15) Portable Radios for Boxborough Fire
- Purchased (17) Portable Radios for Boxborough Police
- Purchased and installed ALICE Receptionist Kiosks at all our dark stations
- Purchased and installed the BRYX Station Alerting System for Hudson Fire
- Purchased a new RMS system for Hudson Fire
- Began the installation and deployment of the Hudson Fire Radio Channel 2. A secondary channel that will be used as a repeated fire-ground channel or incident channel.

NVRDD made a total investment of $2,483,883.00 in infrastructure within the district.

5. Budget Reports: Budget reports were shared with the committee as part of the meeting packet.

6. Approval of New/Modified Policies:
   Policies presented to be approved: 393, 402, 405, 407, 414 and 416. Motion to approve as presented made by Chief Sullivan, seconded by Chief Kelly. All present voted in favor of the motion, motion carries.

7. Dispatch Liaison:
   Updates were given by Operations Manager Jennifer Hill regarding Life Saver Awards, Public Education, and NVRDD's Internships.

8. Old Business:
   Director Camaro talked about the procurement of headsets for the staff, and continued to discuss the plans for the regional radio system.
   Director Camaro also discussed the CAD replacement project, and that this project needs to be looked at again, especially with IMC's CAD XML interface not working. Director Camaro discussed with the Fire Chiefs that runs will be printed to the fire departments after calls, but if not received, staff should ask for it. The Fire Chiefs would like a letter drafted on behalf of the committee to IMC/Central Square regarding the issues with the CAD XML Interface. A Motion was made by Chief McQuillen, seconded by Chief Szewczyk. All present voted in favor. Motion carries.

9. New Business:
   - NVRDD is exploring the possibility of developing a communications team within the Fire District 8 along with CMED. More information to come.

10. Next Meeting: August 20th, 2026 1:00 PM at Devens Fire Department.

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 Sicard and seconded by Chief Sullivan. All present were in favor, and with no objections or abstains the meeting was adjourned at 2:03PM.