



Central Massachusetts Regional 911 District

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Board of Directors Meeting Minutes

Date: May 20, 2026

Time: 9:00 AM

Location: Hybrid – In-Person and Remote (via Microsoft Teams)

1. Call to Order

The Special Joint Meeting of the Administrative Board and Operations Board was called to order by Chairperson Heather Butler.

2. Roll Call

Present:

- Barre
- Oakham
- Rutland
- Warren
- Auburn
- Charlton
- Oxford
- Spencer
- Sturbridge
- Sutton

Absent:

- Hubbardston

A quorum was declared present.

3. Approval of Previous Meeting Minutes

The Board reviewed the April 2026 meeting minutes.

Motion: Approve the April 2026 meeting minutes.

Vote: Approved unanimously by roll call vote.



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Support Services Coordinator Hiring Process

Executive Director Michael Moriarty presented the proposed hiring process for the Support Services Coordinator position.

Discussion included:

- The position has been posted and approximately six applications had been received.
- Concern was raised that the position is contingent upon receipt of State 911 grant funding and that the posting did not clearly state this contingency.
- The Board discussed ensuring transparency with applicants and avoiding potential misunderstandings if funding is not awarded.
- Discussion also focused on the role of the Administrative Board in the hiring process and final appointment authority.

Amendments Agreed Upon

The Board agreed to:

1. Update the job advertisement to clearly state the position is contingent upon grant funding.
2. Notify current applicants in writing regarding the grant contingency.
3. Modify the hiring process policy to require the Executive Director to bring a hiring recommendation to the Administrative Board for final approval.
4. Submit the amended hiring policy for legal review.

Motion: Authorize the Executive Director to proceed with the hiring process subject to the amendments above.

Vote: Approved unanimously by roll call vote.



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5. District Accountant Hiring Process

The Board discussed the hiring process for the District Accountant position.

Discussion included:

- Three applications had been received.
- The position is funded within the FY27 budget.
- The Board agreed that the hiring process should mirror the process established for the Support Services Coordinator position.

The Executive Director will:

- Conduct applicant screening and interviews.
- Bring a recommended candidate to the Administrative Board for final approval.

Motion: Authorize the Executive Director to proceed with the District Accountant hiring process and return a recommendation to the Board for final approval.

Vote: Approved unanimously by roll call vote.

6. FY2027 Budget Update

Executive Director Moriarty provided an update on the FY2027 operating budget.

Key points:

- Approximately \$113,000 in offset funding was identified to reduce assessments for the original five member communities to near FY2026 levels.
 - Property and liability insurance costs had not yet been finalized and would be incorporated once received.
 - Final assessment figures were anticipated following a meeting with the insurance provider.
 - Discussion occurred regarding health insurance costs and anticipated transition away from the Town of Rutland's health insurance program effective July 1, 2026.
 - Preliminary analysis indicated the proposed health insurance option would be less expensive than current coverage.
 - The Board discussed the possibility of implementing a future health insurance opt-out incentive program.
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- Communities were requested to process district assessments promptly to assist with district cash flow during the transition period.

No vote required.

7. Request for Updated Contact Information

The Executive Director requested updated contact information for:

- Administrative Board representatives
- Operations Board representatives
- Finance Committee representatives

The information will be used to:

- Improve communications.
- Facilitate budget and finance committee participation.
- Maintain updated district contact records.

Board members were asked to submit the requested information using the provided form.

No vote required.

8. Voluntary Union Recognition Agreement

Attorney David Jenkins of KP Law provided an overview of the proposed Voluntary Recognition Agreement.

Discussion included:

- Recognition of the existing dispatch bargaining unit.
- The importance of establishing a clear bargaining unit before negotiating a successor collective bargaining agreement.
- Potential future discussions regarding whether newly created administrative positions should be included in the bargaining unit.
- Attorney Jenkins recommended reserving future labor strategy discussions for executive session.



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Minor corrections were identified in the agreement, including replacing references to the "Town" with references to the "District."

Motion: Approve the Voluntary Recognition Agreement as presented, subject to the identified corrections.

Vote: Approved unanimously by roll call vote.

9. Health Insurance Transition Update

The Board received an update regarding health insurance options for district employees.

Key points:

- Quotations were obtained through NFP and other providers.
- The employee group expressed a preference for a Blue Cross Blue Shield plan.
- The proposed contribution split remains 75% employer / 25% employee.
- The proposed plan is anticipated to be cost-effective and provide continuity of benefits during the district transition.
- The district continues exploring opportunities to join a larger municipal insurance trust in future years.

No vote recorded during this discussion.

Adjournment