



# CITY OF WESTFIELD MASSACHUSETTS

**Westfield Fire Commission  
Westfield Fire Department  
34 Broad Street  
Westfield, Massachusetts 01085**



Albert J. Masciadrelli  
Fire Commissioner  
Chairman

September 06, 2018

Ms. Karen Fanion, City Clerk  
City Hall  
59 court Street  
Westfield, Massachusetts 01085

To whom it may concern:



## MEETING NOTICE

### WESTFIELD FIRE COMMISSION

#### DATE

September 10, 2018 – Monday

#### LOCATION

**LITTLE RIVER FIRE STATION  
SUBSTATION - STATION 2  
'COMMUNITY ROOM'  
366 LITTLE RIVER ROAD  
WESTFIELD, MA 01085**

#### TIME

**1800 hrs. [6:00 pm]**

*Albert J. Masciadrelli*  
// Electronic Signature //

Albert J. Masciadrelli, Chairman  
Westfield Fire Commission

Cc: Mayor Brian Sullivan, Fire Commissioner Patrick Olearcek, Fire Commissioner Carlo Bonavita, Temporary Fire Chief Andrew Hart

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WESTFIELD CITY CLERK



# Westfield Fire Commission

Westfield Fire Department  
34 Broad Street  
Westfield, Massachusetts 01085



## Scheduled Meeting Agenda & Guide

### COMMISSIONERS:

*Albert J. Masciadrelli, Chairman*  
*Patrick Olearcek, Secretary*  
*Carlo Bonavita, Member*

**Date:** September 10, 2018

**Location:** Little River Fire Station – Station 2  
366 Little River Road  
Westfield, MA 01085

**Room:** Community Meeting Room

**Time:** 1800 hrs. {6:00 pm,



**Meeting Called to Order:** Chairman's Statement on the requirements of the Open Meeting Law (M.G.L. Chapter 30A, § 18-25) notably recoding of open meetings is as follows: *Any person may make a video or audio recording of this open session of the Westfield Fire Commission (hereinafter "WFC") meeting or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Also, this WFC meeting is being electronically recorded audio by the WFC Chair. Is there any other person in attendance recording this WFC meeting presently either by audio or video electronic means?*

### 1. ROLL CALL:

- Fire Commissioner Albert J. Masciadrelli
- Fire Commissioner Patrick F. Olearcek
- Fire Commissioner Carlo Bonavita

### 2. READING OF THE RECORD OF:

- a) WFC Meeting Minutes July 23, 2018 – Fire Commission
- b) WFC Meeting Minutes August 06, 2018 – Fire Commission
- c) WFC Meeting Minutes Executive Session August 06, 2018 – Fire Commission

### 3. PUBLIC PARTICIPATION: (Max. Time – 15 min. – 3 min. per person)

- a) Canvas attendees – *Fire Commission*

### 4. ROUTINE BUSINESS:

- a) Introduction – *Fire Commission Chairman*
- b) Letters & Communications – *Fire Commission/Fire Chief*

# Westfield Fire Commission

## Scheduled Meeting Agenda & Guide

### 5. SPECIAL BUSINESS:

- a) HRD Certification Civil Service List Number 05625 – *Fire Commission*
  1. Appointment - Motion
    - 1) Firefighter Michael Wailgum
  2. City Oath - Office City Clerk Ms. Karen Fanion or designee
    - 1) Firefighter Michael Wailgum
- b) HRD Certification Civil Service List Number 05625 – *Fire Commission*
  1. Appointment - Motion
    - 1) Firefighter Sean Major
  2. City Oath - Office City Clerk Ms. Karen Fanion or designee
    - 1) Firefighter Sean Major

### 6. OLD BUSINESS:

- a) Fire Chief's Series Exam, 'Mass. HRD', HRD Certification Civil Service List Number 05600 – *Fire Commission*
  1. Fire Chief Departmental Promotion process 'Assessment Center' discussion
    - 1) Action items update.

### 7. NEW BUSINESS:

- a) WFD Local 1111 Active Grievances – Fire Commission
  1. Grievance Number 06-2018
    - 1) Submitted by: Local 1111 President Niles LaValley
    - 2) On behalf of: Fire Captain Rebecca Boutin
    - 3) Incident Date: 06.11.2018
    - 4) WFC Copy Notification Date: 06.17.2018
    - 5) WFC Step 2 Received Date: 06.25.2018
      - A. Motion to table
  2. Grievance Number 081318
    - 1) Submitted by: Local 1111 Vice President Christopher Kane
    - 2) On behalf of: Firefighter Lee Kozikauski
    - 3) Incident Date: 08.07.2018
    - 4) WFC Copy Notification Date: 08.14.2018
    - 5) WFC Step 2 Received Date: 08.17.2018
      - A. Motion to table
  3. Grievance Number 081318A
    - 1) Submitted by: Local 1111 Fire Captain Christopher Kane
    - 2) Incident Date: 08.07.2018
    - 3) On behalf of: Firefighter Kyle Miltimore
    - 4) WFC Copy Notification Date: 08.14.2018
    - 5) WFC Step 2 Received Date: 08.17.2018
      - A. Motion to table

# Westfield Fire Commission

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4. Grievance Number 081318B
  - 1) Submitted by: Local 1111 Fire Captain Christopher Kane
  - 2) Incident Date: 08.07.2018
  - 3) On behalf of: Firefighter David Kennedy
  - 4) WFC Copy Notification Date: 08.14.2018
  - 5) WFC Step 2 Received Date: 08.17.2018
    - A. Motion to table
  
4. Grievance Number 081318B
  - 1) Submitted by: Local 1111 Fire Captain Christopher Kane
  - 2) Incident Date: 08.07.2018
  - 3) On behalf of: Captain Rebecca Boutin
  - 4) WFC Copy Notification Date: 08.14.2018
  - 5) WFC Step 2 Received Date: 08.17.2018
    - A. Motion to table

### **8. REPORTS FROM THE WFD & WFC:**

- a) Operations, Equipment, Facilities, & Staffing – *Fire Commission/ Chief*

**NOTE:** Please call Fire Commissioner Albert Masciadrelli 413.575.4502 to request any adjustment or clarification.

City of Westfield, Massachusetts,  
Westfield Fire Commission

*Albert J. Masciadrelli*  
// Electronic Signature //

Albert J. Masciadrelli, Chairman

### WESTFIELD FIRE COMMISSION

Fire Commissioner  
Albert Joseph Masciadrelli,  
Chairman

### COMMUNICATIONS

Bu. 413.572.6330 or Cell 413.575.4502  
Fax : 413.572.6308  
Email:  
[albert.masciadrelli@cityofwestfield.org](mailto:albert.masciadrelli@cityofwestfield.org)

### ADDRESS

Westfield Fire Department  
34 Broad Street  
Westfield, MA 01085-3577

Submitted by  
Fire Commission Chairman, A. J. Masciadrelli  
September 06, 2018  
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