



# Westfield Fire Commission

Westfield Fire Department  
34 Broad Street  
Westfield, Massachusetts 01085



## Meeting Agenda

### COMMISSIONERS

*C. Lee Bennett, Chair*  
*Jeffrey M. Siegel*  
*Jeffrey J. Trant*

**WESTFIELD FIRE CHIEF**  
*Patrick M. Egloff, Chief*

**Date:** 02 October, 2023

**Location:** 366 LITTLE RIVER ROAD  
LITTLE RIVER SUBSTATION

**Time:** 18:00 hours (6:00pm)

REVISED

By City Clerk at 12:26 pm, 9/28/23

### 1. MEETING CALLED TO ORDER:

*This WFC meeting is being electronically recorded audio by the WFC Chairwoman. Any other pertinent person's in attendance recording this WFC meeting by electronic means must give their names and address to the Chairwoman.*

### 2. ROLL CALL:

- Fire Commissioner C. Lee Bennett, *Chair*
- Fire Commissioner Jeffrey M. Siegel
- Fire Commissioner Jeffrey J. Trant

### 3. PLEDGE OF ALLEGIANCE

### 4. READING OF THE RECORD OF:

- a) WFC Regular Scheduled Meeting Minutes 11, September 2023. VOTE to accept.

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

### 6. ROUTINE BUSINESS:

- a) Introduction – *Fire Commission Chair*
- b) Letters and Communications

### 7. REPORTS FROM THE WFD & WFC:

- a) Chief Egloff to report on status of key areas of the department.

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## 8. OLD BUSINESS:

- a. None

## 9. NEW BUSINESS:

- a. Discussion and VOTE for changes to the Authorized Signature Form for Boards and Commissions so that the members can sign bills.
- b. Discussion and VOTE on calling for a Deputy Fire Chiefs exam for 2024.
- c. Discussion on the Motion of Councilors Bean, Beltrandi, Figy, Burns and Adams to request the Mayor to appropriate funds to conduct a top to bottom review of the Westfield Fire Department and it's four subdivisions. **Referred to the Mayor and Fire Commission.**

## 8. EXECUTIVE SESSION:

Executive Session pursuant to M.G.L. c. 30A, Section 21(a)(1) to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

- a. WFC Meeting Executive Session Minutes 11, September 2023. VOTE to accept.
- b. Conduct M.G.L. c. 31, section 41 Disciplinary Hearing for a Fire Department Employee.
- c. Possible decision/vote as to discipline to be issued to a Fire Department Employee. Potential discipline to be issued is up to and including termination of employment.
- d. Possible decision/vote to authorization for written notices of decisions required pursuant to M.G.L. c. 31, section 41.
- e. It is not intended the Commission return to open session at the conclusion of the executive session.
- f. Motion to adjourn – Fire Commission