



**WESTFIELD, MASSACHUSETTS  
WESTFIELD FIRE COMMISSION  
REGULAR MEETING MINUTES  
APRIL 03, 2023**

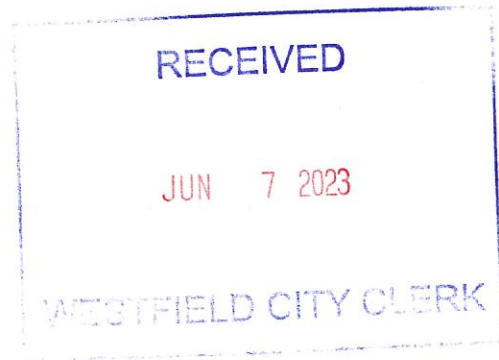


Fire Commissioner C. Lee Bennett called the meeting of the Westfield Fire Commission (hereinafter WFC) of April 03, 2023 to order.

Location: Little River Fire Station  
Community Room  
366 Little River Road  
Westfield, Massachusetts

Date: April 03, 2023

Time: 18:00 hours



**MINUTES TAKEN:**

Ms. Patricia Breton, Westfield Fire Department (hereinafter 'WFD') Office Manager

Chairman's announcement:

Westfield Fire Commissioner C. Lee Bennett in accordance with the Open Meeting Law Changes (Reference Memorandum dated June 18, 2010 'Open Meeting Law Changes'), from the Office of the City Solicitor, made the following announcement to all participants and attendees that the Westfield Fire Commission Special meeting of April 03, 2023 is being audio recorded and if the Westfield Fire Commission meeting at any time goes into executive session all audio equipment will be turned off to include all recording devices of audio and video and any transmission of video and or audio.

Westfield Fire Commissioner C. Lee Bennett also made the following inquiry, that if there is anyone making a video or audio recording of the meeting, please indicate this to the Chair.

**PRESENT IN ATTENDANCE:**

Westfield Fire Commissioner C. Lee Bennett, Westfield Fire Commissioner Jeffery Siegel, Fire Chief Patrick Egloff, Deputy Chief Eric Bishop. Fire Captain Joseph Szenda, Firefighter Neal Colburn and Firefighter Travis Lucia. Retired Firefighter Tim Black and Nick Black.

**ROLL CALL:**

Commissioner C. Lee Bennett asked for a roll call.

Commissioner C. Lee Bennett – present  
Commissioner Jeffrey Siegel – present  
Commissioner Albert Masciadrelli – absent

**PLEDGE OF ALLEGIANCE**

**READING OF THE RECORD OF:**

- a. WFC Regular Scheduled Meeting Minutes March 15, 2023 Vote to accept.

Commissioner C. Lee Bennett ascertained a motion to accept the Special Meeting Minutes of March 15, 2023.

Commissioner Jeffrey Siegel made a motion to accept the Special Meeting Minutes for March 15, 2023.

Commissioner C. Lee Bennett seconded the motion.

**Roll Call**

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES

Yes (2) No (0)

**Motion Passed**

**PUBLIC PARTICIPATION:** Deputy Fire Chief Eric Bishop wanted to acknowledge what a great job C group did at a recent fire.

**ROUTINE BUSINESS:**

- a. Introduction – Commissioner C. Lee Bennett wanted to thank the Westfield Fire Department for all the work they do every day.
- b. Letter and Communications - Chief Patrick Egloff did not have any letters or communications.

**REPORTS FROM THE WFD & WFC:**

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

### **Department Promotional Lists**

The Fire Chief's exam has been called for through NeoGov, it has been posted on the bulletin boards as well as on Fire Manager. There will not be a Fire Chiefs exam this May, Chief has updates for the Commission that he will discuss during Old Business.

The Captains list will expire next March so Chief anticipates putting that on the May agenda for discussion and a vote.

The Deputies List will expire a year from September so Chief will probably have that on the agenda at the end of the summer.

### **Organization Status**

Dustin Russo graduated from the Fire Academy on March 24, 2023, he was assigned back to the group he was on prior to going to the academy, which is D group.

There are two members going to the Fire Academy at the end of August, Jackie O'Brien and Nicholas Hope. Both Jackie and Nick have been in Paramedic school, Jackie has obtained her Paramedic credentials and Nick should have his by the end of the summer.

Leon Morin only has a few more calls before he will be signed off to work double paramedic.

Christopher Genereux who had put in his retirement papers in early March, retired March 30, 2023.

The open burning permit application website with John Guilfoil and FirePermits.com has been operating successfully. So far, we have collected \$5905.00 since January 15<sup>th</sup> opening day.

We have been down to 4 ambulances without a spare because Med 40 was involved in an accident early morning on New Year's Eve. Repairs are almost completed and we should be back to 5 ambulances either the end of this week or early next week.

The budget has been imputed into MUNIS and Chief had his first meeting with Mayor McCabe and the Auditor last week. There will be some cuts to the budget that he is unable to talk about right now, but has been given the go ahead to fill Firefighter Genereux's position as well as one more that is anticipated will be open by the end of April.

There is a plan in place to hire the third office staff person temporarily so that we can have a smooth transition for when Pat Breton retires. This plan was discussed with the Mayor, the HR director and the Chief. Chiefs intention is once he gets more information for HR is to put this on the June agenda, so that we can post the position (30 Days) and

fill it in the new fiscal year. This person would be potentially taking Christies position when Christie potentially takes Pat Bretons position once she retires.

Chief was finally able to contact the person that was rescued from East Silver Street fire. He wants to be a part of whatever we do to recognize the individuals who saved his life. The Chief will be working with Mayor McCabe on the next steps and will keep the Fire Commission informed.

### **Grant Processes**

The grant the Chief wrote from the Massachusetts Department of Fire Services for safety equipment that was received in the amount of \$24,920, has been acted upon and we measured individuals with the highest need and ordered 10 full sets. There is a month wait on structural firefighting gear, so we anticipate having the gear before the start of FY24.

We received our order of the SCBS's (\$235,000 grant) and they were all put into service two weeks ago. We donated with the approval of the Purchasing Director, 6 air packs along with 2 bottles and a face piece to both Montgomery Fire Department and Southampton Fire Department.

### **Air Show**

The Air Show committee consisting of Chief Egloff, the Police Chief Lawrence Valliere and new Emergency Management Director Ronny Gibbons, Dispatch Director Nina Barszca, Deputy Patrick Kane Jr. and Firefighter/Paramedic Randy Quarles had a communication's meeting a couple of weeks ago and we will have another meeting tomorrow to update. We will continue to have meetings up until the airshow kicks off Mother's Day weekend. We have a comprehensive plan that has been conveyed to Mayor McCabe.

### **Replacement Equipment**

Chief Egloff has put funds into the ambulance budget to replace two of the ambulances. He is anticipating receiving our new Pierce Velocity pumper next year as well, these are all being funded through the ambulance enterprise account and not taxpayer monies.

Chief Egloff has worked closely with Mayor McCabe to replace the aging Hovercraft with a more appropriate Airboat, that will have both river search and rescue capabilities, as well as ice rescue operations. The contract was signed a week and a half ago between the Mayor and Diamondback Airboats with an anticipated delivery date of September or October of 2023. This Airboat was purchased with ARPA funds.

### **Hiring Process**

Chief Egloff had a retirement that he reported to the Commission at the end of March and another by the end of July, for a total of two more before the end of the fiscal year,

and one more right after. Mass HRD just released a new list to hire from on April 1<sup>st</sup>, but will not be filling requisitions until later this week. There are a fresh number of Paramedics to hire from on the new list.

**OLD BUSINESS:** NONE

- a. Discussion and vote to call for a new Firefighter/Paramedic requisition for an announced retirement of a member at the end of March.

Chief Patrick Egloff recommended that we wait for the new list. He said he believed the list will come fairly quickly. There should be paramedics on this list, we should be hiring paramedics.

Commissioner C. Lee Bennett ascertained a motion to give permission to Fire Chief Patrick Egloff to extend the requisition to two positions.

Commissioner C. Lee Bennett made a motion to give Fire Chief Patrick Egloff the authority to call for the new firefighter/paramedic list as soon as it becomes available.

Commissioner Jeffrey Siegel seconded both the motions.

**Roll Call**

Commissioner C. Lee Bennett	YES
Commissioner Jeffrey Siegel	YES

Yes (2) No (0)

**Motion Passed**

- b. Discussion and Potential Vote on the anticipated Fire Chiefs exam for Fall of 2023.

Chief Patrick Egloff discusses the Fire Chief Exam and indicated they are not having one this spring but will have one this fall. We have already called for the test, so we will not have to do that again. Chief Egloff said that City Councilor Mike Burns and City Council minutes have indicated that they are removing the Fire Chief position from Civil Service. Chief Egloff said this has not been done as of yet and he suggests to keep the request in for the Chief’s test, until we have official word. Chief said we do have someone on the list right now, which is good until this July. If you cancel the test then you would have nobody. You do have the potential to extend the list for one year. Chief suggested just letting it ride for right now.

There was discussion amongst the Commission about what to do, Deputy Chief Eric Bishop agreed with everything the Fire Chief said, and suggested that the Commission extend the list at least until the point where they can take an exam. He said this would be helpful. He indicated that doing nothing doesn’t hurt the City, but it does affect when he would have to start studying. He indicated that it is also expensive. He said the extension until such a time that they are able to take the exam,

or find out what is going on with the City. This is leaving them all in limbo. The City has not taken any steps to consider any other form of exam nor have they had any negotiations with the Chief or the Deputy's Union.

Captain Joseph Szenda indicated since he has been on the job there has been five promotions. That would be five Chief's, five Deputy Chiefs and five Captains, that is fifteen people getting promoted for a better way of life. No one has approached the Captains as far as where we stand for a promotional exam, if we wanted to take the Chief's exam down the road.

Deputy Eric Bishop said this would be open to the Captains if not enough Deputy's sign up. This does effect everybody. Deputy Bishop would prefer if the Commission to extend the list until such time a process is actually firmed out.

Commissioner C. Lee Bennett indicated the next exam would be in the fall, but asked if they have published a list. Chief Egloff said no it will be sometime in May, it's about five months prior. We do have time to extend the list.

Commissioner C. Lee Bennett and Commissioner Jeffrey Siegel suggest that this be tabled until next month, seeing Commissioner Albert Masciadrelli was not present.

The Commission tabled Old Business b. Discussion and Potential Vote on the anticipated Fire Chiefs exam for Fall of 2023 to the next scheduled commission meeting.

**NEW BUSINESS:** None

Commissioner Jeffrey Siegel made a motion to adjourn.

Commissioner C. Lee Bennett seconded the motion.

**Roll Call**

Commissioner C. Lee Bennett	YES
Commissioner Jeffrey Siegel	YES

Yes (2) No (0)

**Motion Passed**

Time: 18:25 hours

Respectfully submitted,



C. Lee Bennett, Chair

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Westfield Fire Commission  
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