

CITY OF WESTFIELD

Westfield Local Emergency Planning Committee

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JUN 15 2018

WESTFIELD CITY CLERK

Meeting Minutes of April 4, 2018

1. **Introductions** -- Deputy Chief Egloff called the meeting to order.
2. **Acceptance of March 7, 2018 Meeting Minutes**
Deputy Egloff ascertained a motion to accept the March 7, 2018 meeting minutes. Albert Masciadrelli made a motion to accept the minutes. Deputy Bishop and Mark Goodniss seconded the motion. Minutes for March 7, 2018 were approved.
3. **Grant** – A grant for \$4,100, which was awarded from MEMA and discussed at the March 7, 2018 LEPC meeting, was accepted by the City Council. However, the grant was issued in the name of the LEPC. The LEPC members need to grant permission to pass the responsibility and management of the grant to the Westfield Fire Department. Deputy Egloff ascertained a motion “to pass the responsibility and management of the grant from the Westfield Local Emergency Planning Committee to the Westfield Fire Department”.

Tammy Tefft, Purchasing, made the motion to pass the responsibility and management of the grant to the Westfield Fire Department.

Albert Masciadrelli, Mayor’s Office, seconded the motion.

I, Christie Fillion, Secretary/Treasurer of the Westfield Local Emergency Planning Committee, attest the LEPC accepted the transfer of responsibility of the grant to the Westfield Fire Department. *

X Christie Fillion

Christie Fillion
Secretary/Treasurer, LEPC

With this grant, Deputy Egloff and Deputy Andy Hart, a Regional Hazmat Team Member, will be attending a conference in Baltimore on hazardous materials.

4. **Equipment Inventory List** – The LEPC will start compiling a list of all available equipment the different entities have and is available to be used during an emergency. An excel spreadsheet will be emailed to all LEPC members to complete. Purchasing Department will verify if the City equipment is insured by the City. Once the master list is completed, the list will be available on the City Share drive for the City departments. The outside entities will have the spreadsheet emailed to them directly.

Deputy Egloff returned to the first item – introductions. He introduced the newly appointed Deputy Seth Ellis who is now in the Fire Prevention Office.

5. **Upcoming City Events** – The only upcoming city events are the 350th Anniversary, fireworks and the Fast 5K (May 19, 2018). There hasn’t been any changes since the last LEPC meeting. The same plan is expected for the fireworks and the Fast 5K. The downtown area will be closed for the Fast 5K for the day and half of the road leading to Baystate Noble will be closed for just a few hours.

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6. **Past Events** – Albert Masciadrelli mentioned Harry Rock, Chairperson for the 350th Anniversary, would like to attend one of the upcoming LEPC meetings.
7. **Update from Jim Wiggs on Emergency Management** – Jim Wiggs was not able to attend today's meeting.
8. **Report from MRC and CERT from Ed Mello** – Ed Mello wasn't able to attend today's meeting.
9. **Tier 2 Updates** – Deputy Chief Patrick Kane Jr will now oversee the Tier 2 program but was unable to attend today's meeting.

10. Departmental Reports

Flood Control – Mark Goodniss supplied all members with a printed update from the Flood Control Commission. The update is regarding problems with dams and lack of sandbag supplies. The dams are past life expectancy by 15 – 20 years.

The Little River Levee is 550 feet long and the area is currently being surveyed by Mark Cressotti so progress can be moved forward in rehabilitating the levee.

Deputy Egloff requested Jim Wiggs, Emergency Management, receive a copy of the Flood Control Commission's update regarding the lack of an Emergency Action Plan and supplies for sandbagging for serious flooding.

Mestek – Chris Gaines from Mestek stated an invitation will be coming for the Fire Department for a walk-through.

104th Fighter Wing – Amanda Brusco from the 104th Emergency Management Department introduced herself.

Western Mass Hospital – The sidewalks are currently being replaced on East Mountain Road. The work should end in approximately a week and the work is only being performed during the day.

Baystate Noble – The front lobby is still under construction. The hospital has an MDU drill coming up in May.

Dispatch – Lifeflight is now housing a helicopter behind the Southampton Road Fire Station (Station #3) and a meeting was held with the flight crew. A meeting will be scheduled with the Fire Department groups, the Dispatchers and the Lifeflight crews.

Starting the first week of May, the 9-1-1 wireless calls will now be coming directly to Dispatch instead of Northampton Control.

Mayor's Office – The potholes are ongoing and repair work of the damage to residents' front lawns from the last snow storms are being addressed.

Albert Masciadrelli mentioned the notification system on the City's website where residents can report a concern. (The notification system is called SeeClickFix and can be found through this link <http://www.cityofwestfield.org/467/Report-A-Concern>).

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LEPC Meeting, April 4, 2018

Westfield Flood Control Commission

Currently the Westfield Flood Control Commission has a number of pressing issues concerning the overall condition of the City's Levees and other Flood Control Infrastructure.

The United States Army's Corps of Engineers conducted its routine inspection of the Little River Levee on November 1, 2017. The Levee has many deficiencies & once again is rated as "Unacceptable", their lowest rating. We are currently having it surveyed as an initial step towards an eventual rehabilitation.

Powdermill and Arm Brook Flood Control Reservoirs and Dams are beyond their

50 year life expectancy. Powdermill has a number of very serious deficiencies but is not failing. There is an application pending with the United States NRCS, for federal money to rehabilitate them.

The Westfield River Levee is in "Good Shape" at this time, and structural reinforcements are being added as part of the Westfield River Scenic Trail Project.

The first phase of the Williams Riding Way Flood Control Pump Station Rehabilitation was completed this past Summer. Each of the 25,000 Gallon Pumps, and the 10,000 gallon intermediate pump were all rebuilt, everything was brought up to modern standards, and a "SKATE-UH" system was added for both automated and remote operation. There are still a number of other issues that need to be resolved still, including a non-functioning emergency sewage bypass valve. Currently, sewage south of the Westfield River would back-up into the Meadow Street area, during a flooding event that inundates the city sewage plant.

The City of Westfield has no Emergency Action Plan, or supplies for Sand-bagging. In the event of a serious flood, they are necessary items to stabilize leaks, undermining boils, and overtopping of the levees and flood control structures.

Lastly, the City Ordinance that governs the Westfield Flood Control Commission is being looked at for revision and modernization. This is in its early stages.

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Albert is currently working on creating the event checklist for each department will be aware of events taking place in the City.

The following departments were represented at the meeting but had no updates to report: Purchasing, Health Department, 104th Fire Department, Westfield Fire Department, C&S and Genesis HealthCare.

11. **New Business** – No new business. A comment was made regarding the importance of departmental and entity representation at the LEPC meetings. A request was made that if a department representative or a key person cannot attend the meeting that an update or report be emailed to the Committee Officers prior to the meeting.

12. **MEMA Upcoming Classes** – Bruce was attending a drill and was unable to attend.

There are ICS 300 & ICS 400 classes scheduled over the next few months. This is the link for MEMA Classes:
<https://mematraining.chs.state.ma.us/TRS/trainingCalendar.do?pageAction=Previous&date=03-07-2018&srchEventTypeId=672&srchOgId=&legend=S+%3D+STATE%2C+F+%3D+FEDERAL>

A HazMat class is scheduled for Friday, April 20, 2018 at HCC. The information is available through the above link.

13. **Next Meeting** – May 2, 2018 at Little River Road Fire Station #2

9:22 a.m. – Meeting Adjourned