



**WESTFIELD, MASSACHUSETTS
WESTFIELD FIRE COMMISSION
SPECIAL MEETING MINUTES**



Fire Commissioner C. Lee Bennett called the meeting of the Westfield Fire Commission (hereinafter WFC) of April 5, 2021 to order.

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

RECEIVED

JUN 22 2021

Date: April 5, 2021

Time: 14:30 hours

MINUTES TAKEN:

Ms. Patricia Breton, Westfield Fire Department (hereinafter 'WFD') Head Clerk

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 Regular Schedule meeting of April 5, 2021 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, and also announced that this Westfield Fire Commission meeting of April 5, 2021, is being electronically transmitted via TV or via the internet by the City of Westfield. Peter Cowles is recording and live streaming audio only on channel 15 the Westfield Public access channel.

PRESENT IN ATTENDANCE:

Westfield Fire Commissioner C. Lee Bennett, Westfield Fire Commissioner Jeffery Siegel, Fire Commissioner Albert Masciadrelli, Fire Chief Patrick Egloff, Deputy Chief Ben Warren, Candidates Scott St. Martin, Joseph Raschilla, Katie Verrochi, Joseph O'Connor, Neal Colburn, Nicholas Laroche and Mr. Peter Cowles {City Media Systems Specialist, whom is also recording audio through the Community Access TV Channel 15.

ROLL CALL:

Commissioner C. Lee Bennett asked for a roll call.

Commissioner C. Lee Bennett – present
Commissioner Jeffrey Siegel – present

Commissioner Albert Masciadrelli – he is on is way.

PLEDGE OF ALLEGIANCE

READING OF THE RECORD OF:

- a. WFC Executive Session Minutes 11 February 2021.

Commissioner Jeffery Siegel made a motion to accept the Executive Session Minutes for February 11, 2021.

Commissioner C. Lee Bennett seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES

YES (2) NO (0)

Motion Passed

- b. WFC Special Meeting Minutes 26 March 2021.

Commissioner C. Lee Bennett made a motion to accept the Special Meeting Minutes of March 26, 2021.

Commissioner Jeffery Siegel seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES

YES (2) NO (0)

Motion Passed

PUBLIC PARTICIPATION: No public participation.

ROUTINE BUSINESS:

- a. Introduction –NONE

REPORTS FROM THE WFD & WFC:

NONE

OLD BUSINESS:

NONE

NEW BUSINESS:

- 1. Discussion and potential vote to send a letter explaining the hiring process to an interested future candidate.

Fire Chief would like to be able to write or have the Chair write a letter explaining the hiring process to an individual who is away in the Coast Guard.

Commissioner C. Lee Bennett said it would be admirable to touch base with him and explain the process. Commissioner said we should respond to his request.

Commissioner Jeffrey Siegel suggested having a template for those that request information.

Commissioner Jeffrey Siegel made a motion to have the Chair or the Fire Chief respond to the letter.

Commissioner C. Lee Bennett seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES

YES (2) NO (0)

Motion Passed

- 2. Discussion and potential vote to send a letter of commendation to all Westfield Fire personnel both past and present who worked through the Covid-19 Pandemic.

Commissioner Bennett said she feels that this should be noted in the employee files that they came to work every day, not knowing what they were walking into, and what they would be bringing home to their families. She feels that they should know how appreciative the residents of Westfield are. This is from the top down including civilian personnel.

Commissioner C. Lee Bennett ascertained a motion to put something in the files of the employees thanking them. She is willing to do that for the Commission.

Commissioner Jeffrey Siegel seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES

YES (2) NO (0)

Motion Passed

Commissioner Albert Masciadrelli was present at 14:37

- 3. Interview seven candidates, discuss and potentially vote to conditionally hire to the position of: Full Time Firefighter/Paramedic effective start date: Per Fire Chief, pending successful completion of all aspects of the Conditional offer of employment.

- A. St Martin, Scott J.
- B. Raschilla, Joseph Thomas
- C. Verrochi, Katie
- D. O'Connor, Joseph M.
- E. Colburn, Neal D.
- F. Arnold Efremides, Anastasia (took another position)
- G. Laroche, Nicholas

Commissioner C. Lee Bennett explained the procedure to all candidates.

They will be interview in order of the list above. All questions will be the same, so you are asked to wait outside for fairness to the other candidates.

The Commission interviewed six candidates as in the list above.

All Candidates came back into the room.

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the number 1 position to Scott J. St. Martin. This includes: successfully passing a Full Fire Department Physical, the MA HRD Physical Abilities Test and a Psychological evaluation. Including a back ground check.

Commissioner Jeffery Siegel made the motion.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Motion Passed

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the number 2 position to Joseph Thomas Raschilla. This includes: successfully passing a Full Fire Department Physical, the MA HRD Physical Abilities Test and a Psychological evaluation.

Commissioner Jeffery Siegel made the motion.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Motion Passed

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the number 3 position to Katie Verrochi. This includes: successfully passing a Full Fire Department Physical, the MA HRD Physical Abilities Test and a Psychological evaluation.

Commissioner Jeffery Siegel made the motion.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Motion Passed

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the number **4** position to **Joseph M. O'Connor**. This includes: successfully passing a Full Fire Department Physical, the MA HRD Physical Abilities Test and a Psychological evaluation.

Commissioner Jeffery Siegel made the motion.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the number **5** position to **Neal D. Colburn**. This includes: successfully passing a Full Fire Department Physical, the MA HRD Physical Abilities Test and a Psychological evaluation.

Commissioner Jeffery Siegel made the motion.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the number **6** position to **Nicholas Laroche**. This includes: successfully passing a Full Fire Department Physical, the MA HRD Physical Abilities Test and a Psychological evaluation.

Commissioner Jeffery Siegel made the motion.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Commissioner C. Lee Bennett wished them all the best of luck.

Commissioner C. Lee Bennett ascertained a motion to adjourn the meeting.

Commissioner Albert Masciadrelli made a motion to adjourn.

Commissioner Albert Siegel seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	YES
Commissioner Albert Masciadrelli	YES

YES (3) NO (0)

Motion Passed

Time: 15:37 hours

Respectfully submitted,

C. Lee Bennett, Chair
Westfield Fire Commission
Pab