



**WESTFIELD, MASSACHUSETTS
WESTFIELD FIRE COMMISSION
SPECIAL MEETING MINUTES
APRIL 12, 2022**



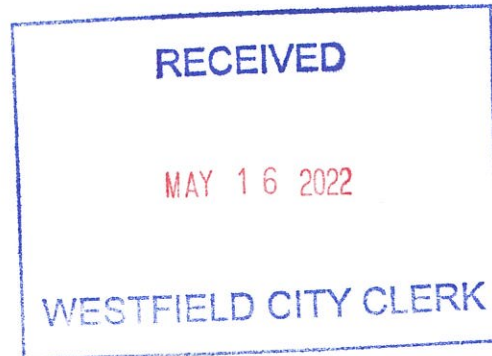
Fire Commissioner C. Lee Bennett called the meeting of the Westfield Fire Commission (hereinafter WFC) of April 12, 2022 to order.

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

Date: April 12, 2022

Time: 17:00 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 Regular Schedule meeting of April 12, 2022 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 Commissioner Albert Masciadrelli, Fire Chief Patrick Egloff, Captain Jon Starr, Firefighter Travis Lucia , Firefighter Kyle Roy, Firefighter Steve Makos, Firefighter Gina Favata, Firefighter Michael Feyre, Firefighter Clarke Robinson and Firefighter Michael Wailgum. Candidates Erika Rubner, Charles Dias and Dustin Russo

ROLL CALL:

Commissioner C. Lee Bennett, Chair asked for a roll call of Fire Commissioners in attendance.

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

PLEDGE OF ALLEGIANCE

READING OF THE RECORD OF:

- a. WFC Regular Scheduled Meeting Minutes March 7, 2022.

Commissioner C. Lee Bennett ascertained a motion to accept the Regular Meeting Minutes of March 7, 2022.

Commissioner Jeffrey Siegel made a motion to accept the Regular Meeting Minutes for March 7, 2022.

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

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

Yes (3) No (0)

Motion Passed

- b. WFC Executive Session Meeting Minutes March 7, 2022.

Commissioner C. Lee Bennett ascertained a motion to accept the Executive Session Meeting Minutes of March 7, 2022.

Commissioner Jeffrey Siegel made a motion to accept the Executive Session Meeting Minutes of March 7, 2022.

Commissioner Lee Bennett seconded the motion.

Roll Call Vote

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

Discussion:

Commissioner Albert Masciadrelli explained his reason for abstaining from voting, which was that he did not received the draft copy of the 'Executive Session Meeting Minutes of March 7, 2022' via Email {From: Fire Chief firechief@cityofwestfield.org, Sent: Monday, April 11, 2022 2:13 PM, To: C. Lee Bennett <c.lee.bennett@cityofwestfield.org>; Jeffrey Siegel <Jeffrey.Siegel@cityofwestfield.org>; Albert Masciadrelli albert.masciadrelli@cityofwestfield.org, Subject: Fw: REGULAR MINUTES 3-7-22, that was sent to all commissioners with only the Regular Meeting Minutes of March 7, 2022 attached; since I, Commissioner Masciadrelli, had not received any draft executive minutes for review prior to the meeting of April 12, 2022 Thus I did not have a chance to read the draft copy of said Executive Session Minutes.

Yes (2) No (0) Abstained (1)

Motion Passed

PUBLIC PARTICIPATION: No public participation.

ROUTINE BUSINESS:

- a. Introduction -
- b. Letter and Communications

Chief received communication from Michael Newman who is one that was supposed to interview tonight. He has respectfully requested to rescind his application from the Westfield Fire Department.

Nicholas Meyers from Gloucester, MA called the Chief and told the Chief he was offered two jobs out toward the Gloucester area. He would not be interviewing tonight.

REPORTS FROM THE WFD & WFC:

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

Department Promotional Lists

The Deputy Chief's exam will be happening May 21, 2022 and has been opened to both Captains and Privates with at least one year of service on the department.

Organization Status

We have two members who are IOD, two of which have been long term, they are both in the process of retirement.

There was a Deputy meeting this morning, where we had constructive dialog on all aspect of the operation of the Fire Department. We are planning an all-officers meeting in the coming weeks.

Acquisition of 2022 Apparatus

Chief Egloff wrote a letter to City Mayor McCabe requesting funding for a new fire apparatus. We are waiting on a decision to be made, so that we can move forward with the process. We have a five-year replacement strategy, which was started with Mayor Knapik, but because of the pandemic and supply chain issues an Engine that use to take a year from ordering to delivery is now taking two, so the Engine, if allowed will be at the six-year mark.

Chief has a meeting with Brian Forrette the facilities manager, regarding updating station security, RFP's for bids on the project will be going out soon. Chief is hoping this will be done by the end of the summer.

FY 2023 budget

A level funded budget was submitted to Mayor McCabe per his request. The Chief went over the budget with the Mayor and the Auditor at two separate meetings and was asked to make some changes with funds in different accounts. He has made the changes and has submitted them back to Auditing.

Contract negotiations will start this week with the Local 1111 and next week with the Fire Supervisors.

Grant Processes

Chief ordered an SCBA fit tester and extras set of gloves and Nomex hood for each firefighter through the Mass DFS FY22 Firefighter Safety Equipment Grant Program. We have received the fit tester and gloves, but are still waiting for some backordered Nomex hoods.

Update on the Annual Report

The Annual Report was emailed to the Fire commission, Commissioner Masciadrelli did some finishing touches to the document, that look very good and the Chief will be asking the Commission to vote on its acceptance.

OLD BUSINESS:

- a) Review and potential vote to accept the 2020-2021 Westfield Fire Department annual report.

Commissioner C. Lee Bennett said she read the Annual Report and she liked it, and nice job to Commissioner Albert Masciadrelli. Commissioner Jeffrey Siegel said this is one of the nicer packets he has seen. Chief Egloff said this was a group effort.

Commissioner C. Lee Bennett ascertained a motion to accept the Annual Report.

Commissioner Jeffrey Siegel seconded the motion.

Roll Call

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

Yes (3) No (0)

Motion Passed

Commissioner Albert Masciadrelli will update two picture and then the Commission will send copies to the Mayor McCabe and Elected City Council members.

Chief announced that this week is Telecommunicator week. He wants to recognize the Dispatchers up at the City Dispatch Center. If the WFC crews when working, could on the radio say thank you and thank them for what they do.

The last two years they have done their absolute best, to keep the men and women of the Westfield Fire Department safe. They have had to go through every call and try to get information to keep us safe from Covid. They have earned our gratitude for keep our people safe, because they asked the questions and relayed the information to our people to keep us safe. This helped with wearing the appropriate PPE when going into the homes.

Chief Egloff wants to thank the telecommunication dispatchers for the awesome job they do every day.

NEW BUSINESS:

1. Interview five candidates from Civil Service Certified Firefighter Paramedic List 08418 for two open positions, 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. Erika R. Rubner
- B. Charles Dias
- C. Dustin K. Russo
- D. Michael Newman
- E. Nicholas T. Meyers

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

The Candidates will be interview in order of the list {Civil Service Certified Firefighter Paramedic List 08418, above. All questions will be the same, so you are asked to wait outside for fairness to the other candidates.

The Commission interviewed three candidates in order as the list above, instead of the five.

Each candidate was asked to give an opening statement and a closing statement. They were each asked the same questions.

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 **Erika R Rubner**. These conditions include successfully passing the following: a Full Fire Department Physical, the MA Human Resource Division's Physical Abilities Test, a psychological evaluation, attending and successfully completing the Massachusetts Firefighting Academy.

Commissioner Jeffery Siegel seconded the motion.

Roll Call

Commissioner Albert Masciadrelli	YES
Commissioner Jeffrey Siegel	YES
Commissioner C. Lee Bennett	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 **Charles Dias**. These conditions include successfully passing the following: a Full Fire Department Physical, the MA Human Resource Division's Physical Abilities Test, a psychological evaluation. Note - Charles has already successfully completed the Firefighting Academy

Commissioner Albert Masciadrelli seconded the motion.

Roll Call

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

YES (3) NO (0)

Motion Passed

Commissioner C. Lee Bennett ascertained a motion to offer a conditional offer of employment for the next position available in the future to **Dustin K. Russo**. These

conditions include: successfully passing the following: a Full Fire Department Physical, the MA Human Resource Division's Physical Abilities Test, a psychological evaluation, attending and successfully completing the Massachusetts Firefighting Academy. Commissioner Jeffery Siegel second the motion. Authorizing the Fire Chief to make that offer in the event it comes to be in cognizant with the Appointing Authority.

Note: Chief Egloff explained that the current list is only good for twelve weeks.

Roll Call

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

YES (3) NO (0)

Note: Commissioner Masciadrelli explained that the conditional offer of the MA Firefighting Academy within one year will be adjusted pending anomalies is scheduling if necessary.

Motion Passed

The Commissioners congratulated the three candidate and stated a job well done.

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

Commissioner Albert Masciadrelli; I seconded the motion.

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

YES (3) NO (0)

Motion Passed

Time: 17:54 hours

Respectfully submitted,



C. Lee Bennett, Chair
Westfield Fire Commission
Pab

