



# WESTFIELD, MASSACHUSETTS WESTFIELD FIRE COMMISSION



## MEETING MINUTES

Scheduled Meeting

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter WFC) of July 1, 2019 to order.

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

Date: July 1, 2019

Time: 1800 hours

### **MINUTES TAKEN:**

Ms Patricia Breton, Westfield Fire Department Head Clerk

### Chairman's announcement:

The Chairman of the Westfield Fire Commission, Commissioner Albert Masciadrelli 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 July 1, 2019 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..

The Chairman of the Westfield Fire Commission, Commissioner Albert Masciadrelli 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 July 1, 2019, is not being electronically transmitted via TV or via the internet by the City of Westfield.

The Chairman of the WFC, Commissioner Albert Masciadrelli also asked if there is anyone making a video or audio recording of the meeting.

Mr. Peter Currier of the Westfield News was recording the meeting.

All Commissioners are present.

### **PRESENT IN ATTENDANCE:**



Westfield Fire Commissioner Albert Masciadrelli, Westfield Fire Commissioner Jeffery Siegel, Fire Commissioner C. Lee Bennett. Fire Chief Patrick Egloff, Deputy Fire Chief Patrick Kane Jr., Fire Captain Chris King, Fire Captain Keith Supinski, Temporary Fire Captain Jonathan Starr, Firefighter Kyle Morrissey, Firefighter Ben Hogan, Firefighter Steve Makos, Firefighter Keith Lemon, Firefighter Travis Lucia, Firefighter Daniel Lorenzatti, Firefighter Mike Sedlak Mr. Peter Currier from the Westfield News. City Personnel Director Mr. Dennis Miles. City Councilor Mike Burns.

**READING OF THE RECORDS OF:**

Fire Commissioner Albert Masciadrelli ascertained a motion to approve the Fire Commission Meeting Minutes June 13, 2019.

Fire Commissioner Jeffrey Siegel made a motion to approve the June 13, 2019 Meeting Minutes.

Fire Commissioner C. Lee Bennett seconded the motion.

Fire Commissioner Masciadrelli asked if there was any discussion and seeing none asked for an acknowledgement vote by the members of the WFC.

Motion Passed

**PUBLIC PARTICIPATION:** No public participation.

**ROUTINE BUSINESS:**

a. Introduction –

The Chairman and members of the WFC also thanked the members of the Westfield Fire Department (hereinafter 'WFD'), for their extraordinary service since the last meeting was held. He receives many excellent supportive comments from the Community as well as the Hill Town Communities, as he himself travels throughout and wants to pass that along to the members of the WFD, WFC and Community.

b. Letters & Communications –

Fire Chief Patrick Egloff said he had one note that was addressed to B group. A thank you for their help with getting Mr. and Mrs. Nicoletti's fire alarm to work. This was Captain Christopher King, Firefighter Jon Starr, Firefighter Chrissy Humason and Firefighter Mike Sedlak.

Chief Patrick Egloff and the Chris Bard Fire Department Mechanic went to the Fire Chiefs show. They looked at Brush Truck, Boats, Command Vehicles and Ambulances. In September they will be talking to vendor about the purchase of two new ambulances. This is funded 100% by the ambulance

budget, and not tax payer's dollars. We will make the first lease payment in this fiscal year, which was budgeted for. This will be in June of 2020 and delivery should be in September of 2020. The Chief had budgeted \$177,000.00 for new vehicles, this was cut at the fiscal year meeting by City Council. The City Council left the Fire Department \$20,000.00, so that the Department could buy a new boat, but what is needed more, is a new command vehicle. The Fire Prevention vehicle is falling apart. This vehicle is a 2006 and is used every day. The last time we bought anything was 7 years ago. Chief is hoping to go back for free cash in November. Chief has spoken to City Councilors, Mike Burns, Ralf Figgy and John Beltrandi and we are hoping to do a lease to own for three years. Chief will work with purchasing on this.

Chief Egloff discussed the City Council Meeting, he said that one of the Councilors insinuated that the Chief padded his budget. He indicated that this is absolutely not true. The budget was done back in March, it was anticipated for a new Chief in the budget. At this time I was temporary Chief and also under Deputy Chief, his name was in there under salary along with anticipated new Fire Chief. When he was promoted on May 6<sup>th</sup> he went into the anticipated new Fire Chiefs spot in the budget and Captain Ben Warren went into the Deputy Chief spot, then Firefighter Joseph Szenda was promoted and when into the Captain spot (Ben Warren's). The way it was sold to the Council is that I doubled up on a person, which I did not. They cut the budget about thirty thousand dollars, on contractual items. These are things that have to get paid. This means there is a possibility that we will not hire all the firefighters that we need to hire, in this next fiscal year. This is a life safety issue because we will not have a full complement. NFPA says we are supposed to have more people then we have right now. The men and women of the WFD deserve to be safe and having the amount of people we need at a fire and ambulance scenes this keeps us safe. The budget goes into the munis system and then is reviewed by the Audit Department. They go over the budget completely and if he was off by a penny they would have caught it.

Chief Egloff addressed Councilor Burns about going back in November for free cash to replenish the budget for education and longevity. Councilor Burns said he would have to go through the Mayor.

Chief Egloff wanted to make note to the Commission about two people in the audience that are interested in working for the WFD. Roseanna Lacas is an EMT she is in paramedic school right now. The other person is Erica Rubner is a Westfield State University student and an EMT, she is signed up to take the paramedic school this fall.

**SPECIAL BUSINESS:**

- a. HRD Certification Civil Service Paramedic List Number 06322 –
  1. Interview three candidates for three (3) vacant full time permanent Firefighter/Paramedic position in the WFD's Organization.
    - 1) WFD: Firefighter candidates
      - Ms. Gina Favata
      - Mr. Timothy Rowan
      - Ms. Bethany Thomas

Commissioner Masciadrelli indicated that he has acknowledgement from all candidates that they will accept the position if selected.

Introduction of the Commission and Fire Department Personnel were given.

Details of the interview process are as follows:

- The interviews will be in a public forum setting.
- If more than one candidate the other candidates will be asked to wait outside of the interviewing room in fairness to the other candidates. This is not a requirement but a courtesy request.
- During interview process all candidates will refrain from using their mobile devices.
- The same questions will be asked to every candidate. This may not be true if a Fire Commissioner asks a question or questions relative to any material supplied by the Candidates as part of his or her resume documentation, for the purpose of understanding and clarification.
- The Commission upon its completion of the oral interview and review of your submitted data, along with the back ground check process and review, may or may not make a conditional offers of employment at the conclusion of the interview process. Our intent is to make this conditional offer of employment tonight.
- If no appointments are made the Westfield Fire Commission will make a schedules meeting as soon as possible to make these appointments.
- The start date of the individual will be determined by the Westfield Fire Commission.
- The public interview process will be electronically recorded.
- Each candidate will have the option to request an executive session to answer any question. (**There must be a strong reason for the executive session, because of the Open Meeting Law notably guidelines criteria**).

Commissioner Albert Masciadrelli then proceeded with the interview process.

The Commissioner interviewed in the order as above.

Commissioner Albert Masciadrelli thanked all the candidates for their participation in the interviewing process.

Commissioner Jeffrey Siegel indicated how impressive it was to see the candidates at such a young age to have developed so much experience.

Commissioner Albert Masciadrelli recommended a bypass due to the uncertainty in the budget right now, and indicated the paramedic list is very sparse. He felt that Timothy outshined the rest of them.

Commissioner Albert Masciadrelli ascertained a motion to make the first appointment to Timothy Rowan.

Commissioner Jeffrey Siegel questioned about the bypass.

Commissioner Albert Masciadrelli indicated that in case we cannot make the appointment in a timely matter we may have to spread it out and he did not want to lose anyone. He did indicate that he was going to make the standing three offers.

Commissioner C. Lee Bennett asked the Fire Chief Patrick Egloff his thoughts on the three candidates.

Chief Patrick Egloff indicated that he felt all three candidates were qualified. He hopes that you give them all conditional offers tonight. He feels with the budget he should be able to hire with no problem. It will be toward the end of the fiscal year that there may be a problem. The budget cut was for education and longevity, these three do not have education and right now they do not have longevity, until five years on the job. He feels all three should be given conditional offers how you do it as a commission is up to you.

Commissioner C Lee Bennett said her concern is the budget but, with what the Chief indicated and that there are still many hurdles to go through, said she sees no reason to jump anyone. She believes they should go right down the list.

Commissioner Jeffrey Siegel indicated that he thought they should extend the conditional offers in the order of the Civil Service List.

Commissioner Masciadrelli then proceeded to make a statement as follows:

**Motion:**

1. Commissioner Masciadrelli: I would like to ascertain a motion for a conditional offer of employment for the first vacant Firefighter position namely a Firefighter with paramedic credential from HRD Civil Service List 06322 within the organization of the Westfield Fire Department as a Firefighter with paramedic credential and that this conditional offer of employment is that the candidate

successfully pass all the elements of conditional offer of employment which are as follows

- Pre-employment medical screening
- Pre-employment hearing exam
- Physical ability test PAT

This conditional offer of employment is notably depended on the following. Certification of the Westfield Fire Department fiscal year 2020 budget. This offer is being made to Ms. Gina Favata.

Commissioner C. Lee Bennett made the motion.

Commissioner Jeffrey Siegel seconded the motion.

Commissioner Masciadrelli: asked if there is any discussion.

Seeing none; the Commissioner Masciadrelli asked for a roll call vote.

Fire Commissioner C. Lee Bennett	Yes
Fire Commissioner Jeffrey Siegel	Yes
Fire Commissioner Albert Masciadrelli	Yes

ROLL CALL

YES (3) NO (0)

Motion Passed

**Motion:**

2. Commissioner Masciadrelli: I would like to ascertain a motion for a conditional offer of employment for the first vacant Firefighter position namely a Firefighter with paramedic credential from HRD Civil Service List 06322 within the organization of the Westfield Fire Department as a Firefighter with paramedic credential and that this conditional offer of employment is that the candidate successfully pass all the elements of conditional offer of employment which are as follows:

- Pre-employment medical screening
- Pre-employment hearing exam
- Physical ability test PAT

This conditional offer of employment is notably depended on the following. Certification of the Westfield Fire Department fiscal year 2020 budget. This offer is being made to Mr. Timothy Rowan

Commissioner Jeffrey Siegel made the motion.

Commissioner C. Lee Bennett seconded the motion.

Commissioner Masciadrelli: asked if there is any discussion.

Seeing none; the Commissioner Masciadrelli asked for a roll call vote.

Fire Commissioner C. Lee Bennett	Yes
Fire Commissioner Jeffrey Siegel	Yes
Fire Commissioner Albert Masciadrelli	Yes

ROLL CALL

YES (3) NO (0)

Motion Passed

**Motion:**

3. Commissioner Commissioner Masciadrelli: I would like to ascertain a motion for a conditional offer of employment for the first vacant Firefighter position namely a Firefighter with paramedic credential from HRD Civil Service List 06322 within the organization of the Westfield Fire Department as a Firefighter with paramedic credential and that this conditional offer of employment is that the candidate successfully pass all the elements of conditional offer of employment which are as follows

- Pre-employment medical screening
- Pre-employment hearing exam
- Physical ability test PAT

This conditional employment is notably depended on the following. Certification of the Westfield Fire Department fiscal year 2020 budget. This offer is being made to Ms. Bethany Thomas

Commissioner C. Lee Bennett made the motion.

Commissioner Jeffrey Siegel seconded the motion.

Commissioner Masciadrelli: asked if there is any discussion.

Seeing none; the Commissioner Masciadrelli asked for a roll call vote.

Fire Commissioner C. Lee Bennett	Yes
Fire Commissioner Jeffrey Siegel	Yes
Fire Commissioner Albert Masciadrelli	Yes

ROLL CALL

YES (3) NO (0)

**OLD BUSINESS:**

Commissioner Masciadrelli Noted: Before we get into New Business; there are two typo errors in which Commissioner Masciadrelli explained them and they were fixed on the agenda. Item Number 4, the second one should be a 5. The last one is 5 and the Grievance Number is 081318 C not B

a. WFD Local 1111 Active Grievances –Fire Commission

1. Grievance Number 06-2018 {Table 10 September 2018
2. Incident Date: 06.11.2018

a. Motion to take off the table

- a. Requested by Fire Captain Keith Supinski  
Local 1111 President

Union President Local 1111 Captain Keith Supinski indicated he would like to make a motion to take this previously tabled grievance which was filed 6/11/2018, he would like to have that removed from the table. They will address this at their next meeting, per Roberts Rules of Order.

Captain Supinski said he would like it off the table so that they can discuss the issue, once they discuss it then they can figure out what they want to do with it.

Chairman Recognized Chief Egloff and asked Captain Supinski "if this grievance is taken off the table, because it is tabled right now, what is your intent to do with it?"

- Are you looking to go forward with the grievance or are you looking to pull the grievance back?

Commissioner C. Lee Bennett said she had no problem with addressing it but she thinks they should wait for Law because it is a whole package. She indicated she would rather wait for the Law Department.

After much discussion amongst the Commissioners and Captain Supinski

- Commissioner Masciadrelli made a note to explain that in the Meeting Minutes of 09.10.2018, Page 6 as follows:

**NEW BUSINESS:**

a. **WFD Local 1111 Active Grievances –**

1. ***Grievance Number 06-2018 Commissioner Masciadrelli stated that the WFC was just given the grievance, which is Step 1, for the Commission to take action on at Step 2.***



- **Commissioner Albert Masciadrelli said he was going to summarize all the grievances. He has been directed by the Law Department to just table them for now. He did not want to go into detail for the reason of tabling. He did not want to interfere with any of the action items that the Law Department is involved with.**

**The second reason is that they do not have council here, to take up the grievance. They will wait for direction from the Law Department as for how long to table them.**

**Commissioner Olearcek also said there are legal proceedings that have to be looked into outside of the Commission. We cannot act on this now until we are allowed to act on these.**

**Commissioner Albert Masciadrelli ascertained a motion to table Grievance number 06-2018.**

**Commissioner Patrick Olearcek made a motion to table grievance number 06-2018.**

**Commissioner Albert Masciadrelli seconded the motion.**

**Commissioner Albert Masciadrelli asked if there was any discussion and seeing none.**

**Roll Call Vote**

<b>Fire Commissioner Albert Masciadrelli</b>	<b>YES</b>
<b>Fire Commissioner Patrick Olearcek</b>	<b>YES</b>
<b>Fire Commissioner Carlo Bonavita</b>	<b>Absent</b>

**Yes (2)      No (0)**

**Motion Passed**

Captain Supinski said then we will just keep it tabled then and stop addressing it and call it a day. He doesn't want this pushed back too long.

Captain Supinski stated we will resign to keep it on the table until the secondary aspect of the legal issues are taken care of. He asked if this worked for everybody.

The Commission agreed

Commissioner C. Lee Bennett made a motion to keep it on the table until the secondary aspect of the legal issues are taken care of.

Commissioner Jeffrey Siegel seconded the motion.

Commissioner Albert Masciadrelli asked if there was any discussion and seeing none asked for an acknowledgement vote.

MOTION PASSED

NEW BUSINESS NONE

REPORTS FROM THE WFD & WFC:

- a. Operations, Equipment, Ambulance, Facilities, Apparatus & Staffing reports.
  1. New Ambulance (2) acquisition update
  2. Facilities concerns
  3. Staffing updates or concerns
  4. Upcoming events

Chief Patrick Egloff indicated that operations are doing well, he had given the update prior on the vehicles. The Department (Emergency Managements Vehicle) has a UTV and today we received a sled for the back to carry a patient. This will carry a full stretcher on the back. This will also hold the paramedic sitting on the back of it with the patient. This can be used for off road and the bike trail in Westfield with no problem.

The other vehicles got cut from the budget, which he had talked about.

One ambulance is out of service it should be back in service tomorrow, this one had electrical problems.

There is an ambulance that will be coming off line tomorrow, which has air-conditioning issues.

Chief Egloff talked to the Finance Committee last week about Sacket Street, this is under the control of the Fire Department and it is in need of a new roof. Auditing said the building is worth about \$38,000 without the land. The new roof will about \$70,000 to \$100,000.00 to replace, so they are thinking about putting it up for surplus.

We have a retirement in August, possibly before that. We are looking at needing at least five more openings, this is before the end of the year. Next spring we also have a number of employees retiring. There is a potential for twelve to sixteen new hires in this fiscal year. The next fire exam is in April 2020. Chief Egloff said he would request the Commission to ask for paramedic's, even though there is no one on the list. At any time someone could take the exam and can move to the top of the list as

a paramedic. If there are no paramedics, we will have a memorandum of understanding that we will hire a basic EMT, and they will have 28 months to become a paramedic. If this does not happen legally after a year we can let them go. Sometime there are situations where they cannot finish, if there is a good reason, I can extend this time. If it looks like it will be a while we can ask them for their resignation. Under Civil Service Law they have five years to partition to come back. They do not have to be on a list we can just hire them back.

Adjournment:

Commissioner Albert Masciadrelli ascertained a motion to adjourn.

Commissioner Jeffrey Siegel made a motion to adjourn the meeting.

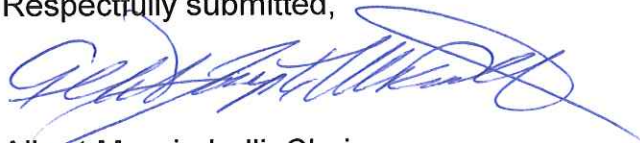
Commissioner C. Lee Bennett seconded the motion.

Commissioner Albert Masciadrelli asked if there was any discussion and seeing none asked for an acknowledgement vote.

MOTION PASSED

Time: 1930 hours

Respectfully submitted,



Albert Masciadrelli, Chairman  
Westfield Fire Commission  
AJM/ajm/pab