



WESTFIELD, MASSACHUSETTS

WESTFIELD FIRE COMMISSION



MEETING MINUTES

Special Meeting Minutes

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter WFC) of July 24, 2019 to order.

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

Date: July 24, 2019

Time: 16:00 hours

RECEIVED

AUG 12 2019

WESTFIELD CITY CLERK

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 24, 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 24, 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, Fire Captain Michael Hawthorne, Assistant City Clerk Donna Roy, Mr. Peter Currier from the Westfield News and Ms. Gina Favata.

READING OF THE RECORDS OF:

Fire Commissioner Albert Masciadrelli ascertained a motion to approve the Fire Commission Meeting Minutes July 1, 2019.

Fire Commissioner Jeffrey Siegel made a motion to approve the July 1, 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 suburb work 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 spoke with Tim Rowan on Monday and Tim has decided to pass on the opportunity to work on the Westfield Fire Department. His reason for passing was with all of budget issues with the City Council and the budget meeting, he essentially got scared and was offered a job in Agawam instead, so decided to take the Agawam job.

Chief Egloff wanted everyone to know that the budget is all set, no one has anything what so ever to worry about. We have the money to pay and the ok to hire the total of three. Bethany Thomas is not here, she has a few things

she need to button up, and he is hoping to see Bethany within the next few weeks. He is hoping it will be by the August meeting.

Commissioner C. Lee Bennett said she had no objection to having another special meeting, if it is sooner than that. Lee would also like a full report from the Chief or Personnel as to what opening and positions we are lacking. Anyone on long term disability or anything, we should be looking into before they actually retire.

Chief Egloff said we have so many that are leaving so close to one another, he believes (not today) but call for a list soon. He has a paramedic that is interested in coming here. He said we will have to go with the basic list and use the memorandum of understanding that we have with the Local 1111, that any new hire that is a basic will have to become a paramedic within 28 months.

Chief Egloff asked the Commission to interview and to hire them on a contingent on the retirement of a certain person.

Commissioner C. Lee Bennett indicated and a certain date. The Chief agreed.

Commissioner Albert Masciadrelli asked the Chief to put a strategy plan together.

SPECIAL BUSINESS:

- a. HRD Certification Civil Service Paramedic List Number 06322 –
 1. WFD Vacancy: Two (2) open Paramedic vacancies
 - a. Candidates whom acknowledged via their signature on HRD Certified list 06322 their willingness to accept the position.
 1. Firefighter candidates:
 - Ms. Gina Favata
 - Mr. Timothy Rowan

Commissioner Albert Masciadrelli indicated that Ms. Gina Favata has passed all the elements of condition of offer.

NOTE: Motion document inserted into the Minutes of said meeting.

Westfield Fire Commission

PERMANENT APPOINTMENT MOTION

FIREFIGHTER/PARAMEDIC POSITION

WFC Special Meeting Date: 24 July 2019

Motion for Certification Number 06322

**FIRST VACANCY POSITION
FIREFIGHTER/PARAMEDIC APPOINTMENT**

Motion:

1. **Commissioner Albert Masciadrelli:** I would like to ascertain a motion to make the following first vacancy position appointment to **Ms. Gina Favata** in regards to the first vacancy namely Firefighter (Paramedic) in the organization of the Westfield Fire Department and that this appointment is an acknowledgment that **Ms. Gina Favata** has successfully passed all the 'Elements for the Condition offer of Employment' which are as follows:

- Passed the Medical Physical
- Passed the Hearing Exam – Comprehensive
- Passed the Commonwealth of Massachusetts 'Physical Abilities Test' (PAT)
- Has a current 'Paramedic Credential'.

In addition, **Ms. Gina Favata** must complete the following:

- Successful training completion at the Massachusetts Fire Academy within one (1) year of his appointment which will be extended if there are scheduling conflicts within the Massachusetts Fire Academy facility.

2. **Commissioner recognized: Commissioner C. Lee Bennett**

3. I would like to make a motion to make the following first vacancy position appointment to **Ms. Gina Favata** for the first vacancy position namely a Firefighter (Paramedic) in the organization of the Westfield Fire Department and that this appointment is an acknowledgment that **Ms. Gina Favata** has successfully passed all the 'Elements for the Condition offer of Employment' which are as follows:

- Passed the Medical Physical
- Passed the Hearing Exam – Comprehensive
- Passed the Commonwealth of Massachusetts 'Physical Abilities Test' (PAT)
- Has a current 'Paramedic Credential'.

Westfield Fire Commission

CONDITIONAL OFFER OF EMPLOYMENT

FIREFIGHTER/PARAMEDIC POSITION

In addition, following this appointment, **Ms. Gina Favata** must complete the following:

- Successful training completion at the Massachusetts Fire Academy within one (1) year of **Ms. Gina Favata** appointment which will be extended if there are scheduling conflicts within the Massachusetts Fire Academy facility.
- 4. Commissioner Albert Masciadrelli: Ascertain a second to the motion.
- 5. **Commissioner Jeffery Siegel** seconds the motion.
- 6. Commission Chairman Masciadrelli asked if there is any discussion.
- 7. Seeing none; the Fire Commission Chairman asked for a roll call vote.

Fire Commissioner Albert Masciadrelli YES

Fire Commissioner C. Lee Bennett YES

Fire Commissioner Jeffrey M. Siegel YES

ROLL CALL

YES (3) NO ()

Motion Passed

Date: 07.24.2019

Assistant City Clerk Donna Roy gave the Oath of Office to Ms. Gina Favata.

OLD BUSINESS: NONE

NEW BUSINESS:

The Fire Commission voted to approve the City Authorized Signature Form.

Commissioner Albert Masciadrelli ascertained a motion to approve the City Authorized Signature Form.

Commissioner Jeffrey Siegel made a motion to approve the City Authorized Signature Form.

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

Adjournment:

Commissioner Albert Masciadrelli ascertained a motion to adjourn.

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

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

Time: 1615 hours

Respectfully submitted,



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