



Personnel Action Committee

Minutes for 09/20/18 meeting at City Hall

Starting Time – 6:30 p.m.

Committee members – Ralph Figy (present), William Onyski (present), and Cindy Harris, Chair
(No one filming or audiotaping.)

Agenda Item #1

The reappointment of Bryan Forrette, 25 Mary Street, Chicopee as the Director of Facilities Management, for a term to expire May 31, 2021.

Voted 3-0 to recommend the reappointment.

Discussion:

Just a few short months ago the Finance Committee with Chair Allie, Councilor Surprise and Councilor Emmershy did an extensive review of Mr. Forrette's work, including projects completed, projects anticipated and along with Mayor Sullivan – to whom he reports, went in depth as to the finances of such body of works and anticipated finances projected. Their budget interviews were seen by most Councilors, if not all, so it is only necessary to review those facts and add a quick background on credentials which will help all Councilors vote with confidence.

The Finance Committee did come to the conclusion that his position has been important these past years, that he has accomplished much and the future plans for his position are as important.

Reviewing the projects Mr. Forrette has had oversight and performed work on are as follows:

- Hanger #2 Envelop Repairs and Interior Building
- Police Station Sally Port Renovation
- Fire Headquarters Sprinkler Installation
- City Clerks Vault Renovation
- Replacement of boiler at North Middle School
- Replacement of roof over DPW Offices at Ponders Hollows Road
- Bullens field Bleacher Renovation and Light Replacement
- Repairs and improvements to Play Fields and Concession Stands at Bullens, Sadie Knox, Whitney, Cross Street, Paper Mill
- Installation of New Boiler at Fort Meadow School
- Green Communities Grant of \$266,565.00 which replaced gym, pool and locker rooms at High School, replacement of gym lighting at North Middle, lighting at Twiss Street Repair garage, new freezer and cooler controls at High School, WTA, Paper Mill, Munger Hill, North and South Middle Schools, Head Start Building – Replacement of Steam Traps at WTA – Weatherization of Fire Headquarters – New plug-in Hybrid electric vehicle and new level 2 Dual-part Charging Station – which all resulted in Westfield G & E rebates of \$30,909.00

RECEIVED

Reconfiguration of Personnel and Tax Collectors offices
Installation of an outdoor Tax Collector Payment Box
PEG Studio buildout at Westfield Technical Academy

WESTFIELD CITY CLERK

Westfield's Chief Procurement Officer, Tammy Tefft, who is outstanding at her job, states he has saved the City a significant amount of money versus hiring outside firms for projects and also saved the city thousands of dollars on the work he did on the generator maintenance contract.

First hired in June 2015, Mr. Forrette has a Bachelor Degree in Civil Engineering, maintains a Mass Construction Supervisors License, and is OSHA qualified. Before the projects just reviewed, he was project manager for the Senior Center, City Hall renovations and City Hall Roof Repairs.

Agenda Item #2

The reappointment of Rene Laviolette, 7 Victoria Circle, as a Republican member of the Board of Registrars since April 2016.

City Clerk Karen Fanion states he is a great Board Member, very reliable and highly recommends him.

He has 34 years of developing Computer software for manufacturing companies, was the Rotary Club's president and on their Board of Directors. He was rotary District 1890's Assistant governor for 4 years. Lastly, he also has been the Republican Party's Chairperson.

The minutes for this meeting 09/20/18 were approved on a 3-0 vote on 09/20/18.

Meeting Adjourned 6:45 p.m.

Submitted by Cindy Harris, Chair 09/21/18