



**CITY OF WESTFIELD MASSACHUSETTS**  
**Westfield Fire Commission**  
**Westfield Fire Department**  
34 Broad Street  
Westfield, Massachusetts 01085

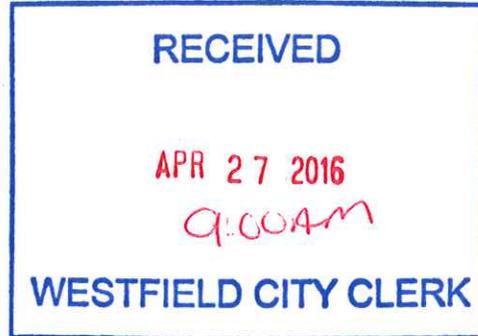


Albert J. Masciadrelli  
Fire Commissioner

April 26, 2016

Ms. Karen Fanion, City Clerk  
Office of the City Clerk  
City Hall  
59 Court Street  
Westfield, Massachusetts 01085

To whom it may concern:



**MEETING NOTICE**  
**WESTFIELD FIRE COMMISSION**  
**DATE**

**May 02, 2016 – Monday**

**City of Westfield**  
**City Hall**  
**59 Court Street**  
**Meeting Room 201**  
**Westfield, MA**

**TIME**  
**1800 hrs. [6:00 PM]**

Westfield Fire Commission  
Albert J. Masciadrelli, Chairman

*Albert J. Masciadrelli*

*// Electronic Signature //*

City of Westfield, Massachusetts  
Westfield Fire Department

Cc: Mayor Brian Sullivan, Fire Commissioner Patrick Olearcek, Fire Commissioner Carlo Bonavita, Westfield Fire Chief Mary Regan

Public Posting: April 26, 2016  
AJM



# Westfield Fire Commission

(hereinafter "WFC")

## Westfield Fire Department

(hereinafter "WFD")



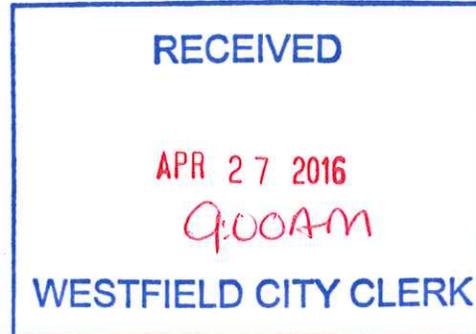
### Meeting Agenda & Guide

**Date:** May 02, 2016

**Location:** City Hall  
59 Court Street  
Westfield, MA

**Room Number:** 201

**Time:** 6:00 pm (1800 hrs.)



**Meeting Called to Order:** Chairman's Statement on the requirements of the Open Meeting Law (M.G.L. Chapter 30A, § 18-25) notably recoding of open meetings is as follows: *Any person may make a video or audio recording of this open session of the Westfield Fire Commission (hereinafter "WFC") meeting or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Also, this WFC meeting is being electronically audio recorded by the WFC Chair. Is there any other person in attendance recording this WFC meeting presently either by audio or video electronic means?*

#### 1. ROLL CALL:

- Fire Commissioner Albert J. Masciadrelli
- Fire Commissioner Patrick F. Olearcek
- Fire Commissioner Carlo Bonavita

#### A) READING OF THE RECORD OF:

- a) WFC February 10, 2016 Executive Special Meeting Session Minutes – *Fire Commission*
- b) WFC March 07, 2016 Regular Session Minutes – *Fire Commission*
- c) WFC March 07, 2016 Executive Session Minutes – *Fire Commission*

#### 3. PUBLIC PARTICIPATION: (Max. Time – 15 min. – 3 min. per person)

#### 4. ROUTINE BUSINESS:

- a) Introduction – *Fire Commission Chairman*
- b) Late Communications – *Fire Commission/Fire Chief*
- c) Letters & Communications – *Fire Commission/Fire Chief*

# Westfield Fire Commission

## Westfield Fire Department Meeting Agenda & Guide

### 5. SPECIAL SESSION BUSINESS:

- a) HRD Certification Civil Service List Number 02569 – *Fire Commission/Fire Chief City Clerk Ms. Karen Fanion*
  - 1. Ref.: WFC Procedural (Process) Guidelines for Vacancy Appointments (hereinafter PPGfVA) Step 9 ‘Bullet Number 2’.
    - 1) Fire Captain City Oath of Office for the Appointment of one Fire Captain.
      - a. Fire Captain Christopher Kane
- b) HRD Certification Civil Service List Number 03538 & 03064 – *Fire Commission/Fire Chief*
  - 1. Firefighter for permanent appointment motions Ref.: (PPGfVA) Step 9 ‘Bullets Number 1 & 2’.
    - 1) Working Title: Firefighter {Basic Emergency Medical Technician (hereinafter EMT) List Number 03538
      - a. Mr. Willard J. Kopatz
      - b. Mr. Zack G. Florek
      - c. Mr. Nicholas J. Gezotis
  - 2. Firefighter for permanent appointment motions Ref.: (PPGfVA) Step 9 ‘Bullets Number 1 & 2, City Firefighter Oath of Office’.
    - 1) Working Title: Firefighter {Paramedic, Credential’s (hereinafter FF/P) List Number 03064
      - a. Firefighter Michael P. Sedlak

### 6. OLD BUSINESS:

- a) Contract agreements between the City and the Firefighters Local 1111 – *Fire Commission/Fire Chief*
  - 1. Process/status up-date
- b) Contract agreements between the City and the WFD Supervisors Association; namely the Deputy fire Chief – *Fire Commission/Fire Chief*
  - 1. Process/status up-date
- c) Status and Info regarding FY17 Budget processes – *Fire Commission/Fire Chief*
- d) Conferences and Seminars Update – *Fire Commission/Fire Chief*
  - 1. Within and Outside of the City/State

# Westfield Fire Commission

Westfield Fire Department  
Meeting Agenda & Guide

## 6. NEW BUSINESS:

- a) HRD Certification Civil Service List Number 03318 {Fire Captain – *Fire Commission/Fire Chief*
  - 1. Overall Status
    - 1) Temporary filled vacancies (2)
- b) Future Capital planning info Update – *Fire Commission/Fire Chief*
- c) Upcoming Grant initiatives – *Fire Commission/Fire Chief*

## 8. REPORTS FROM THE WFD & WFC:

- a) Apparatus/Ambulance/Vehicle Integrity, Support Equipment, Facility & Communications Integrity Status/Report – *Fire Commission/Fire Chief*
  - 1. “*WFD Little River Fire Station 2*” renovation up-grades Information discussions
- b) ‘Personnel Out of Work Report’ (Executive Session if warranted) – *Fire Commission/Fire Chief*
  - 1. WFD Personnel (Sick and Injury)

## 9. CLOSING REMARKS:

- a) Fire Commission/Fire Chief

## 10. EXECUTIVE SESSION:

- a) Reserves the right to go into executive session

## 11. WFC MEETING ADJOURNMENT:

Westfield Fire Commission  
City of Westfield, Massachusetts  
Albert J. Masciadrelli, Chairman

*Albert J. Masciadrelli*

// Electronic Signature //

Cc: Mayor Brian Sullivan, Fire Commissioner Secretary Patrick Olearcek, Fire Commissioner Carlo Bonavita, Fire Chief Mary Regan

### WESTFIELD FIRE COMMISSION

Fire Commissioner  
Albert Joseph Masciadrelli,  
Chairman

### COMMUNICATIONS

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[albert.masciadrelli@cityofwestfield.org](mailto:albert.masciadrelli@cityofwestfield.org)

### ADDRESS

Westfield Fire Department  
34 Broad Street  
Westfield, MA 01085-3577

Submitted by  
Fire Commission Chairman, A. J. Masciadrelli  
April 26, 2016  
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