



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



Albert J. Masciadrelli
Fire Commissioner
Chairman

January 05, 2017

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

RECEIVED

11:25 AM

JAN - 5 2017

WESTFIELD CITY CLERK

To whom it may concern:

MEETING NOTICE

SPECIAL MEETING

WESTFIELD FIRE COMMISSION

DATE

January 09, 2017 – Monday

LOCATION

City Hall

59 Court Street

Westfield, MA

Conference Meeting Room 315A

TIME

1800 hrs. [6:00 pm]

Albert J. Masciadrelli

// Electronic Signature //

Albert J. Masciadrelli, Chairman
Westfield Fire Commission

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

Public Posting 01.05.2017
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WESTFIELD CITY CLERK



Westfield Fire Commission

WFC

Westfield Fire Department

WFD

Special Meeting Agenda & Guide



Date: January 09, 2017

Location: Westfield City Hall
59 Court Street
Westfield, Massachusetts 01085

Room: Conference Room Number 315A

Time: 1800 hrs. {6:00 pm

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WESTFIELD CITY CLERK

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

2. READING OF THE RECORD OF:

- a) Regular Meeting Minutes 05 December 2016 – *Fire Commission*
- b) Executive Session Meeting Minutes (None) – *Fire Commission*

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

- a) Canvas attendees – *Fire Commission*

4. ROUTINE BUSINESS:

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

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5. SPECIAL BUSINESS:

a) Grievance Number 11172016 {Hearing – *Fire Commission*

1. Name & Rank of Employee: Temporary Fire Captain
Christopher King

1) Step 2: Copy of 'original' sent to WFC {Received
12.05.2016, 1800 hours

6. OLD BUSINESS:

a) WFC “*Procedural (Process) Guidelines for Vacancy Appointments*”
document for the purpose {Configuration Management Control, of
addressing a ‘word version’ error – – *Fire Commission/Fire Chief*

1. Email via City Law Department October 03, 2016. Subject WFC
Hiring Policy Word Version correction

2. Recommended Hiring Process modifications for Paramedics &
Advanced EMT’s

1) Submitted via WFD Office of the Training Officer

b) Departmental Promotional Exam 2017 discussion – *Fire Commission/Fire
Chief*

1. HRD Civil Service Unit changes

1) Title: 2017 Fire Chief series exam

c) “*WFD Little River Fire Station 2*” Action Item (renovation up-grades)
Informational discussions – *Fire Commission/Fire Chief*

d) Certification List 04255 Firefighter status – *Fire Commission/Fire Chief*

1. Specific credentials - category {Paramedic

2. Schedule date & time for interviews by the Appointing Authority

7. NEW BUSINESS:

a) N/A

8. REPORTS FROM THE WFD & WFC:

a) Apparatus/Ambulance/Vehicle Integrity, Support Equipment, Facility &
Communications Integrity Status/Report – *Fire Commission/Fire Chief*

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- b) 'Personnel out of Work Report' (Executive Session if warranted Item 9) –
Fire Commission/Fire Chief
 - 1. WFD Personnel (Sick and Injury)

9. EXECUTIVE SESSION:

- a) Reserves the right to go into executive session

NOTE: Please call Fire Commissioner Albert Masciadrelli 413.575.4502 to request any adjustment or clarification.

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

Albert J. Masciadrelli

// Electronic Signature //

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

WESTFIELD FIRE COMMISSION

Fire Commissioner
Albert Joseph Masciadrelli,
Chairman

COMMUNICATIONS

Bu. 413.572.6330 or Cell 413.575.4502
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Email:
albert.masciadrelli@cityofwestfield.org

ADDRESS

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

Submitted by
Fire Commission Chairman, A. J. Masciadrelli
January 05, 2017
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