



WESTFIELD, MASSACHUSETTS

WESTFIELD FIRE COMMISSION

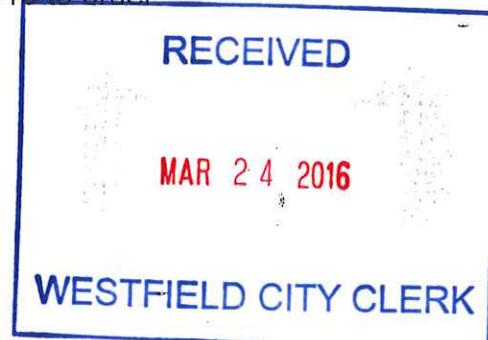


MEETING MINUTES

Date February 01, 2016

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter "WFC") of February 01, 2016 to order

Location: Westfield City Hall
59 Court Street
Westfield, Massachusetts
Room 201
18:00 hours



Chairman's announcement:

The Chairman of the WFC, 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 WFC Regular Schedule meeting of February 01, 2016 is being audio recorded and if the WFC 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 WFC, 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 WFC meeting of February 01, 2016 is not being electronically transmitted via TV or via the internet by the City of Westfield.

PRESENT:

Westfield Fire Commissioners Albert Masciadrelli and Commissioner Patrick Olearcek
Commissioner Carlo Bonavita was unable to attend, he was in Hartford, CT work related schedule. Fire Chief Mary Regan, Deputy Fire Chief Andrew Hart and Patrick Kane Jr., Union Representatives Fire Captain Chris Kane and Firefighter Niles LaValley, Fire Captain Eric Bishop, Firefighter Jack Johnson and Curt Gezotis. Personnel Director Karin Decker, Mr. Nickolas Tillman and Mr. Nicholas Gezotis.

MINUTES TAKEN:

Ms. Patricia Breton, Westfield Fire Department (hereinafter "WFD") Head Clerk.

Fire Commissioner Patrick Olearcek ascertained a motion to approve the Fire Commission Minutes of January 04, 2016.

Commissioner Albert Masciadrelli seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Yes (2) No (0)

Motion passed

Fire Commissioner Patrick Olearcek ascertained a motion to approve the Fire Commission Executive Session Minutes of January 04, 2016.

Commissioner Albert Masciadrelli seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Yes (2) No (0)

Motion passed

PUBLIC PARTICIPATION:

Fire Captain Eric Bishop wanted to acknowledge the excellent job that was done at the Penguin Plunge. He stated that someone dived into the pond and received a neck injury. He stated that the fast action of Scott Bullock who recognized that the person was injured and moved in to help him. Niles LaValley and Keith Lemon took the patient to Baystate Hospital Springfield, Ma.

Deputy Andy Hart requested that the filling of the Deputy Chiefs position by contract be filled or an acting Deputy Chief at least 30 days prior to the official retirement date. This would be right about now. His concern is that this was not followed but he would like to make sure this happens prior to Deputy Kane leaving. This would avoid any extra shift for the Deputies. Commissioner Masciadrelli stated that after the pre interviews, the Commission was planning on hiring at the next commission meeting, but he stated that if something came up they could call a special meeting. Deputy Hart stated that this is what they are looking for, the next meeting would be March 1 then Deputy Kane's next shift would be March 2nd. If there was in climate weather or if a couple Commissioners could not make it, this would be cutting it real close. Deputy Hart said he would take the responsibility of not brings this to the Commission's attention prior to today. Karin

Decker from the Personnel Department stated that she will take this to the Law Department.

ROUTINE BUSINESS:

- a. Introduction: Commissioner Albert Masciadrelli wished to thank the team that assisted the Penguin Plunge, he received a message in regards to the injury and that they were really pleased at the professionalism that took place on the scene. Commissioner state he commends everybody in the Department for a job well done throughout the month for being very professional and outstanding as always.
- b. Late Communications - Chief Regan asked Rick Paul who volunteered to worked at the Penguin Plunge he responded Captain Seth, Firefighters Scott Bullock, Tom Silva, Chris Brown, Rich Paul, Tom Bozak and Ben Hogan. He also noted that the Local 1111 gave just under \$300.00 donation from their chili sales at the event.
- c. Letter & Communications – Chief Regan stated she has a posting for the Beagle Exam Service for the Deputy and Chief of the Department. This will be posted. She had some certificates from Captain Eric Bishop for inspecting sprinkler protection occupancies, from the National Fire Academy awareness of command and control and decision making in multiple incidents. He also has fire supervision.

Chief received a letter from Deputy Pat Kane stating that West Springfield Fire requested two ambulances for an MVA on Rt 20. Med 40 and Med 50 were dispatched to this call. Unfortunately this call resulted in fatality of both single occupants. There was no need for WFD to transport any patients. I received a phone call from Deputy Chief Robert Manchino praising the work on the men on the ambulances. He stressed the professionalism and tact of Firefight Joe Manfredi and Paramedic Richard Ponti-Smith. He would like to thank him-for providing excellent service to a neighboring community. It is the good work and professionalism that give the good men and women of Westfield a good name.

Carl Hartdegen call and there was a squabble at the dog park today between two dogs. One of the dogs was injured and Richard Ponti-Smith happened to be there, he intervened and assisted the owner of the dog. Richard went to the vet in Springfield with the owner. Carl wanted us to know what a great job Richard did.

Chief Regan received a letter from Comstar regarding the ambulance fee schedule and update. She gave the Commissioners a copy of the information. Last year no adjustments were made in the fee schedule, Chief Regan made the same recommendation for this year that we hold our rates where they are.

Commissioner Albert Masciadrelli ascertained to make a motion to accept the rates.

Commissioner Patrick Olearcek made a motion to accept the current rates as described by the Chief.

Commissioner Albert Masciadrelli seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Roll Call Vote

Commissioner Masciadrelli Yes

Commissioner Olearcek Yes

Yes (2) No (0)

Motion Passed

Chief Regan stated she had a letter from Deputy Mark Devine that he has changed his retirement plans for this year. He changed the date to be between the first week of February and the first week of April 2017. He will give a minimum of 30 days' notice prior to retiring. If there are any changes he will notify the Fire Chief.

Commissioner Masciadrelli stated he had received a letter from Chief Regan with her vacation dates. She will be on vacation February 15 to February 19, 2016.

SPECIAL BUSINESS:

- a. HRD Certification Civil Service List Number 03064 – Commissioner Masciadrelli ascertained to go into Executive Session for the purpose of dealing with a personnel issue.

Commissioner Patrick Olearcek made a motion to go into Executive Session for the purpose of a personnel issue.

Commissioner Albert Masciadrelli seconded this motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Yes (2) No (0)

Motion passed

This was at 18:15

Commission reconvened at 18:45

OLD BUSINESS:

- a. HRD Certification Civil Service List Number 03148– Chief Regan stated that Fire Fighter Eric Liptak has gone through orientation and has been assigned to A group. Chief stated that his academy date will be sometime in April.
- b. FY15 WFD City Annual Report-
- c. Academy Recruits Status/ progress report- Chief Regan gave the Commissioners the latest progress reports on the two recruits at the Springfield Academy. Graduation is scheduled for February 2, 2016 at 11:00.

NEW BUSINESS: -

- a. Local 1111 Grievance Number 12262015 – Commissioner Masciadrelli stated that the grievance was received and is at step two on 01-08-16. This is about Firefighter/paramedic Terry Goodrich. Local 1111 President Chris Kane stated that this has been settled between the two steps. Local 1111 President Chris Kane will write a letter to the Commission stating this. Once Commissioner Masciadrelli gets the letter he will give the Union the originals.
- b. WFC Regular Schedule Meeting 'Time Change' - Commissioner Masciadrelli stated that the Fire Commission meeting will be changed from 7:00 to 6:00 in the evening on the first Monday of every month. This is to accommodate work schedules of the Commissioners. A letter will be sent in regards to this to the City Clerk.

Commissioner Masciadrelli ascertained a motion to change the time to 6:00 PM.

Commissioner Patrick Olearcek made a motion to change the regular scheduled meeting time to 6:00 PM on the first Monday of each Month.

Commissioner Albert Masciadrelli seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Roll Call Vote

Commissioner Masciadrelli Yes

Commissioner Olearcek Yes

Yes (2) No (0)

Motion Passed

- c. Transfer Letter Request Date 01.16.2016 – Commissioner Masciadrelli received a letter from Firefighter Jack Johnson in regards to a transfer to another Fire Department. Chief Regan has been in contact with Chief Bradley. Jack would like the transfer for family reasons, Chief Regan stated Jack has been an asset to the WFD and she hates to see him go. She stated that family is very important and that if he needs to leave she has given her permission to do so. Commissioner Masciadrelli commended Jack on the years of service for the Department. He stated that he was a gentleman at all times. Jack gave the date of February 9, 2016 as his last day of work. He needs to start in Plymouth on the 15th.

Commissioner Masciadrelli ascertained a motion to allow the transfer of Jack Johnson from the Westfield Fire Department to Plymouth Fire Department..

Commissioner Patrick Olearcek made a motion to allow the transfer of Jack Johnson from the Westfield Fire Department to the Plymouth Fire Department.

Commissioner Albert Masciadrelli seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Roll Call Vote

Commissioner Masciadrelli Yes

Commissioner Olearcek Yes

Yes (2) No (0)

Motion Passed

The Commissioners were given a form to sign from the Chief.

The Commissioners wish Jack the best of luck on his move.

REPORTS FROM THE WFD & WFC:

- a. Apparatus/Ambulance/Vehicle Integrity, Support Equipment, Facility & Communication Integrity Status/ Report – Chief Regan stated that Med 20 has an oil leak, so it will have to go out to Sarat Ford for repair. The Fire Prevention vehicle has some problems that will also be going out to Sarat Ford.

Commissioner Masciadrelli asked about the Little River Station, Chief stated she has had contact with Tammy regarding costs. Chief said they are just waiting for the Mayor, estimates and totals have been sent out to Mayor Brian Sullivan. Chief Regan did get a letter to come in and talk to Finance but it was about a central station, the meeting is the 17th. Chief contacted them that she will be away on vacation, but she would send the Deputy. Chief stated that the Mayor has a new policy that you must attend the council meeting, if she is requesting anything from them. She will be going to the meeting tomorrow night for them to accept four grants she is receiving. This is the Safe, Senior Safe, and Narcan. Chief also mentioned that Captain Eric Bishop received two treed mills from the YMCA, one was put at Head Quarters the other went to Station 3. A thank you letter was sent to the YMCA.

- b. Personnel Out of Work Report – Chief Regan indicated that there were three out injured on duty that are long term. We have two at the Academy that should be returning after the 2nd. We have two open positions as well. Chief Regan gave the Commission a copy of our over time report to look at. She explained the sheet and stated that we are doing really well with these three new positions.

Chief Regan stated we have another opening for a paramedic position, Chief recommended that we go back to the Civil Service List. She suggested looking at the recommendations from the prescreening committee and if possible go to the next name on the list. She suggested have them come in and do an interview. Karin Decker Personnel Director stated that the list is not closed yet, so this is possible. Commissioner Masciadrelli asked if the list could be extended if it is close to closing. Chief Regan recommended that at the next meeting they do the interview for Fire Prevention Deputy and do interview for a paramedic, you could also do the interviews for the Basic. Chief stated looking forward you will have Mark Texeira and Steve Sklarski retirements coming up. This will make two more open positions. Chief Regan suggests doing a one and one for hiring and then wait for the other list to come out.

CLOSING REMARKS:

Commissioner Masciadrelli thanked the Department for their professionalism and work, he wished Jack Johnson the best of luck.

Commissioner Masciadrelli ascertained a motion to adjourn

Commissioner Olearcek made a motion to adjourn.

Commissioner Masciadrelli seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Yes (2) No (0)

Respectfully submitted,

Patrick Olearcek
Secretary, Westfield Fire Commissions
PO/ajm/pab

