



WESTFIELD, MASSACHUSETTS

WESTFIELD FIRE COMMISSION

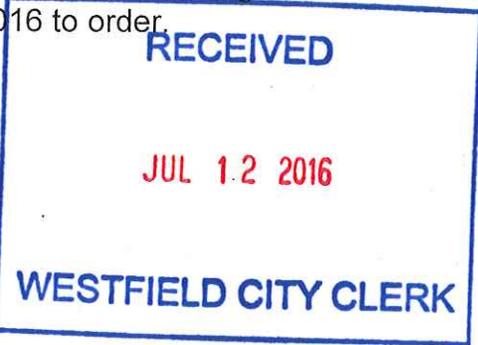
MEETING MINUTES



Date May 2, 2016

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter "WFC") of May 2, 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 May 2, 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 May 2, 2016 is not being electronically transmitted via TV or via the internet by the City of Westfield.

PRESENT:

Westfield Fire Commissioners Albert Masciadrelli, Commissioner Patrick Olearcek Commissioner Carlo Bonavita. Fire Chief Mary Regan, Deputy Fire Chief Mark Devine and Eric Bishop Union Representative Captain Christopher Kane, Firefighter Curt Gezotis, Mike Szenda, Willard Kopatz, Zackary Florek, Nicholas Gezotis and Michael Sedlak. Personnel Director Karin Decker, City Clerk Karen Fanion, Charlene Sedlak, George Sedlak, Karen Kisiel, Pattie Kopatz, Willard Kopatz Sr. Carrie Florek, Robert Florek, Kelsey Joarosz, and Chris 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 February 10, 2016 Executive Special Meeting Session Minutes.

Commissioner Carlo Bonavita 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 (3) No (0)

Motion passed

Fire Commissioner Patrick Olearcek ascertained a motion to approve the Fire Commission Executive Session Minutes of March 7, 2016.

Commissioner Carlo Bonavita 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 (3) No (0)

Motion passed

Fire Commissioner Patrick Olearcek ascertained a motion to approve the Fire Commission Minutes of March 07, 2016 Executive Special Meeting Session Minutes.

Commissioner Carlo Bonavita 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 (3) No (0)

Motion passed

PUBLIC PARTICIPATION:

No one came forward, so Commissioner Albert Masciadrelli stated that if someone comes in with in the next 15 minutes, he will stop and give them an opportunity to speak.

ROUTINE BUSINESS:

- a. Introduction: Commissioner Albert Masciadrelli wished to thank the WFD and the member for the extraordinary they have done over the past month since the last meeting. He stated that he always gets letters and commination of the customer base which is the City of Westfield and the surrounding communities for the men and woman and what a fine job they have done over the past couple of months.
- b. Late Communications: Chief Mary Regan stated she had nothing.
- c. Letters & Communications: Chief Mary Regan asked to hold off on this and do the swearing in of the new hires first.

SPECIAL SESSION BUSINESS:

Commissioner Albert Masciadrelli stated that we have had a promotion to Fire Captain and have made appointment for new hires. He would like to make that official appointment tonight to the new firefighters and have them sworn in along with Captain Christopher Kane, who was on department business the last swearing in.

Commissioner Albert Masciadrelli introduced City Clerk Karen Fanion and Personnel Director Karin Decker, along with the Commission and the Fire Chief. He also thanked all the new firefighter candidates for the efforts in getting to this point.

Commissioner Albert Masciadrelli relinquished the Chair to Commissioner Patrick Olearcek.

Commissioner Patrick Olearcek ascertained a motion for the appointment for one vacant firefighter position namely a firefighter with paramedic credentials from HRD certified list 03064 within the organization of the City of Westfield Fire Department as a firefighter. In addition to the appointment, the individual has to successfully completion training at the Mass Fire Academy within one year, unless there are scheduling conflicts within the Mass Fire Academy.

Commissioner Albert Masciadrelli made the motion of Michael Sedlak as a firefighter with paramedic credentials from HRD certified list 03064 within the organization of the City of Westfield Fire Department as a firefighter. In addition Michael must complete the following; successful training completion at the Mass Fire Academy within one year of

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his appointment, which will be extended if there are scheduling conflicts within the Mass Fire Academy.

Commissioner Carlo Bonavita seconded this motion.

Fire Commission Chairman asked if there was any discussion.

Commissioner Albert Masciadrelli asked if Michael Sedlak was now at the Academy. He wanted to make it clear that Michael was there now.

Roll Call Vote

Commissioner Albert Masciadrelli	Yes
Commissioner Patrick Olearcek	Yes
Commissioner Carlo Bonavita	Yes

Motion Passed

Commissioner Patrick Olearcek ascertained a motion for the appointment for one vacant firefighter position namely a firefighter with EMT basic credentials from HRD certified list 03538 within the organization of the City of Westfield Fire Department as a firefighter. In addition to the appointment, the individual has to successfully completion training at the Mass Fire Academy within one year, unless there are scheduling conflicts within the Mass Fire Academy.

Commissioner Albert Masciadrelli made the motion of Willard J. Kopatz as a firefighter with EMT Basic from HRD certified list 03538 within the organization of the City of Westfield Fire Department as a firefighter. In addition Willard J. Kopatz must complete the following; successful training completion at the Mass Fire Academy within one year of his appointment, which will be extended if there are scheduling conflicts within the Mass Fire Academy.

Commissioner Carlo Bonavita seconded this motion.

Fire Commission Chairman asked if there was any discussion.

Roll Call Vote

Commissioner Albert Masciadrelli	Yes
Commissioner Patrick Olearcek	Yes
Commissioner Carlo Bonavita	Yes

Motion Passed

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Commissioner Patrick Olearcek ascertained a motion for the appointment for one vacant firefighter position namely a firefighter with EMT basic credentials from HRD certified list 03538 within the organization of the City of Westfield Fire Department as a firefighter. In addition to the appointment, the individual has to successfully completion

training at the Mass Fire Academy within one year, unless there are scheduling conflicts within the Mass Fire Academy.

Commissioner Albert Masciadrelli made the motion of Zachary G. Florek as a firefighter with EMT Basic from HRD certified list 03538 within the organization of the City of Westfield Fire Department as a firefighter. In addition Zachary G. Florek must complete the following; successful training completion at the Mass Fire Academy within one year of his appointment, which will be extended if there are scheduling conflicts within the Mass Fire Academy.

Commissioner Carlo Bonavita seconded this motion.

Fire Commission Chairman asked if there was any discussion.

Roll Call Vote

Commissioner Albert Masciadrelli	Yes
Commissioner Patrick Olearcek	Yes
Commissioner Carlo Bonavita	Yes

Motion Passed

Commissioner Patrick Olearcek ascertained a motion for the appointment for one vacant firefighter position namely a firefighter with EMT basic credentials from HRD certified list 03538 within the organization of the City of Westfield Fire Department as a firefighter. In addition to the appointment, the individual has to successfully completion training at the Mass Fire Academy within one year, unless there are scheduling conflicts within the Mass Fire Academy.

Commissioner Albert Masciadrelli made the motion of Nicholas J. Gezotis as a firefighter with EMT Basic from HRD certified list 03538 within the organization of the City of Westfield Fire Department as a firefighter. In addition Nicholas J. Gezotis must complete the following; successful training completion at the Mass Fire Academy within one year, of his appointment which will be extended if there are scheduling conflicts within the Mass Fire Academy.

Commissioner Carlo Bonavita seconded this motion.

Fire Commission Chairman asked if there was any discussion.

Roll Call Vote

Commissioner Albert Masciadrelli	Yes
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Commissioner Patrick Olearcek
Commissioner Carlo Bonavita

Yes
Yes

Motion Passed

Commissioner Patrick Olearcek relinquished the chair back to Commissioner Albert Masciadrelli.

City Clerk Karen Fanion, issued the City Oath of Office to Fire Captain Christopher Kane.

City Clerk Karen Fanion then issued the City Oath of Office to Firefighters Michael Sedlak, Willard Koptaz, Zachary Florek and Nicholas Gezotis.

Commissioner Masciadrelli asked for a two minute recess, to let the room clear.

ROUTINE BUSINESS: The Commission continued with routine business.

- c. Letters & Communications - Chief Regan had a few thank you notes, one from Joe Hart, this was for an ambulance call that Mark Oleksak and Jay Lakoma were on. Chief received a thank you from Cindy Agn from the YMCA to thank the Department for their continuation to participate in the Y's Cook Off. The YMCA raised over \$2800.00 this year. Their co-beneficiary Kev's foundation continues to provide CPR/AED education for children and young adults. The WHS will be one of three schools to offer this program in their health class. Tom Silva and David Avezzie spent the day handing out Chili for the Department.

Chief Regan receives a letter from Western Mass. Emergency Medical Services Committee Inc., this is in regards an event that happened on July 22, 2015, this is the Save Award given to Connor Hedge, Jack Johnson, Niles LaValley, Keith Lemon, Matthew Marchesi and Captain Paul Lentini.

Chief Regan received a thank you note from Marilyn Cuzzone thanking the department for helping her get into her locked home. She was very appreciative and sent a gift card to the Big Y. She wanted to thank Captain Chris Kane, firefighter David Avezzi, Jonathan Imbriglio and Randy Quarrels.

OLD BUSINESS:

- a. Contract agreements between the City and the Firefighters Local 1111– Chief Regan stated that with the Local 1111 things are moving along.

- b. Contract agreements between the City and the WFD Supervisors Association ; namely the Deputy Fire Chief – Chief Regan stated they are not done, but hearing from both sides that they are pretty close.
- c. Status and info regarding FY 17 Budget processed – Chief Regan submitted the budget to the Mayor, she has meet with the Mayor and Auditing Department, and they went line by line over the budget. She stated that at this point no cuts have been made. Commissioner Masciadrelli stated he attended the meeting and the Chief was very extraordinary, she knows her budget. He thanked the Chief and stressed to her that she did a very good job.
- d. Conferences and Seminars Update – Chief Regan stated that on June 3rd and 4th Fire Prevention will be attending a conference up in Cranwell. Chief Regan will leave on May 3, 2016 to go the Congressional Fire Institute, down in Washington D.C. She has appointment with Senator Elizabeth Warren's aids and Rich Neal's aids also with Edward Markey's aid. She will talk to them about the afg grant for the turn out gear. May 10th and 11th Chief will be in Quincy at a sprinkler initiative.

NEW BUSINESS:

- a. HRD Certification Civil Service List Number 03318 – Commissioner Masciadrelli stated that they have this in hand but, have done nothing with it. This list was called for, but they have filled the vacancy. One was for a full time and one was a temporary hire. There were two positions, one for temporary and one that is out for long term sick. Chief Regan suggestion is to keep the temporary positions for now, she said there has been a complaint and there is an investigation. Pending the outcome of the investigation, you can then move forward with filling that position. Commissioners asked if this information can be shared and Chief Regan said at this time they are just fact finding. She feels it is better not to say anything. This is an internal investigation. Commissioner Olearcek re iterated that the Chief feels that we keep it just as it is now. Chief Regan stated that it should be left the way it is, there is no burden on any of the Captain's working extra hours.
- b. Future Capital planning info Update – Chief Regan is trying to get in contact with the Financial Committee, to go over the plans. She believed that they are looking for information on the five to twenty year capital budgets. I believe this is on the agenda for Wednesday night. Chief Regan will be in Washington, but Deputy Fire Chief Egloff will be sitting in on this. Chief passed out some brief notes to the Commissioners. Chief Regan stated she doesn't really have a lot of capital expenses, Station 2 renovations could be considered capital, if it was going to be bonded for. She said the Mayor is trying to go in a different direction for that. She said that the Engine replacement is in this year's budget, and has not been taken out yet. She put a little bit about that in. She also talked about the protective gear; the Department has 57 sets that will be considered out dated. She has put in for the AFG grant for all 57 sets of gear. Chief said if the grant doesn't go through, then she put a 3 year plan down for this, at 20 sets per year. She added a little bit about

station 2, she said the RFP will open on May 5th, when these open we will have exact figures for the build and then she will be going in front of council. They will be going Thursday to discuss the \$400,000.00 bond from the Senior Center. Chief sent emails and phone calls to each of the Councilors, to explain exactly what she is looking for. She feels this will be a positive recommendation. If this goes through, hopefully they will be able to start in June. This should allow us to have the bays completed and put apparatus in there by the end of summer. She stated that we have 70% that Audit said could come from the ambulance revenue.

- c. Upcoming Grant Initiatives - Chief Regan stated that she received a grant from MIMA for the FRI Conference in August. She will get more information, but this grant should cover the expense of attending the conference

REPORTS FROM THE WFD & WFC:

- a. Apparatus/Ambulance/Vehicle Integrity, Support Equipment, Facility & Communication Integrity Status/ Report – Chief Regan stated that there are no big problems right now.
1. WFD Littler River Fire Station renovation up-grades - Commissioner Masciadrelli and Chief Regan agreed that we did not need to go into this seeing we covered it previously. Pump tests are going to be done this week at the Springfield Fire Academy. Chief put an order in for new hose. Fire Prevention has completed 60 inspections this month.
- b. Personnel Out of Work Report – Chief Regan stated we have eleven positions right now that are open, due to various reasons. One out with military leave. We have two line of duty; one just received his retirement papers. The three new hires just started today, so until today those three positions have been open. There are two open currently that we are going to have to appoint for. There is an open Captains position; by not appointing, the only impact is that positions stay open on the fire side until we can fill it. Chief said we are in pretty good shape; overall this year with the two new hires out of the ambulance fund we saved about \$213,000 in overtime.

CLOSING REMARKS:

Commissioner Masciadrelli ascertained a motion to adjourn

Commissioner Olearcek made a motion to adjourn.

Commissioner Bonavita seconded the motion.

Fire Commission Chairman asked if there was any discussion.

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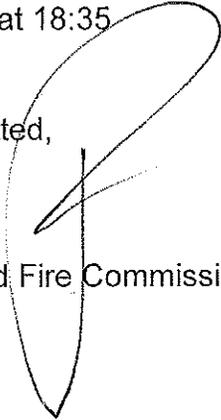
Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Yes (3) No (0)

Meeting adjourned at 18:35

Respectfully submitted,

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

A large, stylized handwritten signature in black ink, appearing to be 'P. Olearcek', is written over the typed name and title.

