



WESTFIELD, MASSACHUSETTS

WESTFIELD FIRE COMMISSION

MEETING MINUTES



Date September 06, 2016

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter "WFC") of September 6, 2016 to order.

Location: Westfield City Hall
59 Court Street
Westfield, Massachusetts
Room 315
18:00 hours

RECEIVED

OCT 26 2016

WESTFIELD CITY CLERK

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 September 06, 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 September 06, 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 Fire Chief Mary Regan, Deputy Fire Chief Patrick Kane Jr., Union Local 1111 Representatives Fire Captain Christopher Kane and Firefighter Joseph Szenda, and Temporary Fire Captain Michael Szenda. Assistant Personnel Director Joanne Lemelin was also present.

NOTE: Westfield Commissioner Bonavita has a work commitment and will not be present; he will try to stop in if possible.

MINUTES TAKEN:

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

READING OF THE RECORD OF:

a) WFC June 06, 2016 Regular Session Minutes – *Fire Commission*

Note: Commissioner Albert Masciadrelli stated that “the minutes from the June 06, 2016 meeting was not completed as of this date 11 July 2016”. The approval for said minutes will take place during the October 2016 meeting if completed by that time. The reason given is vacation and upgrades to ‘AmbuPro’ software which is time consuming by the secretary.

b) Commissioner Albert Masciadrelli ascertained a motion to approve the minutes of the Regular Meeting minutes of July 11, 2016.

Commissioner Patrick Olearcek made a motion to accept the Regular Meeting Minutes of July 11, 2016.

Commissioner Albert Masciadrelli seconded the minutes.

PUBLIC PARTICIPATION:

Commissioner Masciadrelli stated seeing no one was present he closed public participation.

ROUTINE BUSINESS:

- a. Introduction: Commissioner Albert Masciadrelli wished to thank the men and women of the WFD for extraordinary services that they have done in the past couple of months since our last meeting. As always we get a lot of accolades from the Community and surrounding Community that is evident by some of the notes that the Chief usually brings forth during the meeting and personnel contacts in general by the community.
- b. Late Communications – Commissioner Masciadrelli had no communications.
- c. Letter & Communications – Chief Regan stated there have been donations in memory of Ms. Mary Ellen Wilkins and Mr. Carl & Ms. Jean Bowers. A thank you card for Acting Fire Captain Mike Szenda for helping someone change a flat tire in front of the Fire Station. She also received a thank you note for a home hit by lighting on August 13, 2016; this was for firefighter Lenny Ferst and Firefighter Phil Prouty. They thanked them for their help their and reassuring. The couple was also grateful for their kindness and humor. There was another thank you note for Firefighter Tim Bozak and Firefighter Dan Lorenzatti for a transfer to the ‘Governors Center’. There also was a thank you note for two firefighters on the North Side, Firefighter Jay Lakoma and Firefighter Mark Oleksak they help an individual on two occasions, both times they showed that they were well trained and kind and empathetic. Deputy Fire Chief Eric Bishop received a thank you note for helping get the right information for his smoke and CO alarms.

The Community Church on Washington Street is going to have Mass at 11:00 am for the '1st Responders' and they would like to invite the Westfield Police and Westfield Fire Department to the special service on the anniversary of September 11, 2016.

SPECIAL BUSINESS:

- a. WFC Active processes in the Office of the City Personnel Director up-date Fire Commissioner Masciadrelli announced that the Personnel Director has resigned Ms. Karin Decker, Assistant Director Ms. Joanne Lemelin is filling that role as her present role as Assistant Director.

1. Firefighter List –Base EMT- Requisition Number 03916 – this is closed meaning the signature for perspective candidates have been closed out.
2. Firefighter List - Paramedic – Requisition Number 03915 – this is also closed.

Note: The Cori Checks for both lists {Item 1 & 2, were completed on 9/2/16. The background checks will begin on Wednesday September 7, 2016. Once this is completed Commissioner Masciadrelli will sit down with Joanne Lemelin and start the preliminary interviews. This list must be submitted to HRD before November 30, 2016. Per MA HRD Memo – Dated: August 17, 2016; Subject: 'Firefighter Eligible List Maintenance.

3. Fire Chiefs Series Exam Status – This has been submitted along with the requisition. Posting have been done for both the Fire Chief and Deputy Fire Chief.
4. Fire Captains – Requisition Number 03318 - This is in the Westfield's Appointing Authority's HRD Account as a resource tool for the purpose of drawing from to establish a list as vacant Fire Captain Positions become a reality that is an open position.

Although we have an open position presently for some time any action to draw candidates from Requisition Number 03318 (Fire Captains Certified Departmental List) is currently on hold as a request from the Office of the City Personnel Director in cognizant with th City Law Department. There is still an ongoing investigation.

Fire Captain Christopher Kane made a requested to the Chairman of the WFC to be recognized; which was granted.

Note: Fire Captain Chris Kane asked if there was a time line for this?

Commissioner Masciadrelli stated "from his understanding in Civil Service when it comes to promotion that list is active continually, it's a pool of candidates we can keep drawing from; there is no time on this list till the next exam cycle".

Fire Captain Kane thought that if you called for a list you had to appoint within three weeks.

Chief Regan suggested the Fire Captain Kane pull the paper work together and forwards it to the Commission to review. Captain Kane said he would do that.

Fire Captain Kane asked again about the time table as to when the Commission will make the Fire Captains position permanent.

Commissioner Masciadrelli stated "The Commission has no idea what is going on with the investigation right now". "This is in the City Law Department and the Office of the City Personnel Director Personnel".

Fire Chief Regan stated "this has been pretty frustrating for everyone on the Department and the Commission that it's been taking this long". Maybe now with someone else in the position to look into it and revisiting the subject that is "hearing from all sides"; it's been very frustrating".

5. Status of the Grievances 61416 A&B – Commissioner Masciadrelli said "regarding the grievance based on the information providing discussions with the Mayor that it was determined that the denial be up held". The grievance was processed on 8/4/16 through the Office of the City Personnel Director.
6. Local 1111 Contract Agreement process Status – as of today the last update that Personnel received was 8/25/16. This was that they had filed for mediation. Commissioner Masciadrelli has no idea where this stands. Fire Chief Regan stated "they had met with the mediator when they left the room they were under the understanding from the mediator that there had been an agreement". They were changing language back in forth between the lawyers. This has been in the hands of the Union Lawyer now for a couple of weeks. Nothing has been heard back. Chief Regan suggested going into executive session at the end of the meeting to talk about the language and she can give them an update on this.

OLD BUSINESS:

- a. Contract agreement between the City and the Firefighter Local 1111:

Commissioner Masciadrelli stated" that the Chief answered that".

b. "WFD Little River Fire Station 2" Action Item (renovation up-grades)

Chief Regan stated that they had been meeting every week with the contractors; they are now meeting every two weeks. They have been staying on top of the schedule, each time propose and talk about the work that has been done and any work changes being made and deadlines. The Fire Chief showed the Commission some reports, she said it looks like it will be complete with bayside of the building by sometime in November 2016. With this we can put the apparatus back in. The outside of the building should be wrapped up by that time, this way in December 2016, January 2016 they can be working on the living quarters.

NEW BUSINESS: No New Business:

REPORTS FROM THE WFD & WFC:

a. Apparatus/Ambulance/Vehicle Integrity, Support Equipment, Facility & Communication Integrity Status/ Report –

Fire Chief Regan stated; that "the ambulance that was in the accident has a frame that is bent. The cost of the repairs is between \$9000.00 and \$10,000.00 dollars". "This is more than what we would get in a trade in value for it". Chief is trying to move the time line up for the new ambulance, this would probably be sometime in January 2016. There has been some meeting with the ALS Coordinator she is not sure about the BLS Coordinator. Equipment has been looked at; they are trying to get this on the fast track. Chief also talked about using the Granby trade in ambulance as Med 60 as a backup in the station. They will be delivering to Granby in the next week or two.

There was a windshield brake on Engine 3 that has been replaced. We are using West Springfield Ambulance right now as Med 50. They will need this back by the 12th before the Big E.

b. Personnel Out of Work Report – Chief Regan indicated that there is one out IOD with a long term back and there is one out IOD with a concussion. There are two out sick, one with knee and one back, these look like they are going to be a few months.

Chief stated that we have the 9-11 ceremony and the Mass at the Church at 11:00 am on Sunday. Then there is the Ceremony at 12:30 at the North Side for the wreath lying. (Note: All Ceremonies to be 11 September 2016)

Chief stated we have three firefighters that start the Academy on September 7th, 2016. They are all on different groups, so there are no changes to the groups.

Chief Regan stated we have accepted a trailer from DOT; this has equipment on board to do spills in the river or spills in the road. This trailer has a lot of equipment on it, so training will be set up. This is a state trailer that the state can come in and take when needed. We can use this in Westfield when needed, so we do not have to wait for the state to maintain or confine a spill. We have used this in training in the past with training in the river. This has been offered at no charge to the City of Westfield. We will just have to maintain it. This trailer will be kept in the DPW yard because we have no other space for it.

The Department received the award for the AFC Grant; this is for the turnout gear. The grant was for \$141,000.00 dollars. Chief is hoping to replace around 57 sets of gear; this will include just the coat and pants. Chief received the award letter, and she now has to write a letter to the Mayor. The Mayor will bring this to City Council; they will then send this to Finance. The gear that is being replaced is at least 10 years old, which puts it out of compliance with NFPA. This was not in this year's budget, but was in the capital plan for the next five years.

Chief Regan attended the FRI (Fire Rescue Institute) in San Antonio, TX. This was all done with grant money from HEMP emergency management money.

Also out of the HEMP grant she ordered almost \$5000.00 dollars of training materials, up dated DVD's, Workbooks and Power Points. This is all for Hazardous Material Training.

Chief stated that there were a couple of WFD Personnel who really stepped up when they did some city wide NAR-CAN trainings. Firefighter Chris Brown went to the community policing, he did an awesome job training people on using NAR-CAN and open session for family members to ask questions. There was also an event on the green and Firefighter David Avezzie stepped up and did a really good job. Commissioner Masciadrelli stated he was there and Firefighter David Avezzie did a really great job.

CLOSING REMARKS: NONE

Motion:

Commissioner Masciadrelli ascertained a motion to go into Executive Session executive session to discuss contract negotiations with Fire Chief, not to reconvene in open session.

Westfield Fire Commission

9/6/16

Page 7 of 7

Commissioner Patrick Olearcek made a motion to go into executive session to discuss contract negotiations with Fire Chief, not to reconvene in open session.

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.

Commissioner Albert Masciadrelli - YES

Commissioner Patrick Olearcek - YES

Yes (2) No (0)

Adjourn: 1825 hours

Note: Adjournment of Executive Session and Regular Session as follows:

Motion:

Commissioner Masciadrelli ascertained a motion to adjourn both the Regular Session and Executive Session.

Commissioner Patrick Olearcek made a motion to adjourn both the Regular Session and Executive Session.

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.

Commissioner Albert Masciadrelli - YES

Commissioner Patrick Olearcek - YES

Yes (2) No (0)

TIME: 18:55 hours

Respectfully submitted,

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