

## CITY OF WESTFIELD MASSACHUSETTS

### Westfield Fire Commission

Westfield Fire Department

34 Broad Street

Westfield, Massachusetts 01085



#### COMMISSIONERS:

*Albert J. Masciadrelli, Chairman*

*C. Lee Bennett*

*Jeffrey M. Siegel*

January 09, 2020

Ms. Karen Fanion, City Clerk

City Hall

59 court Street

Westfield, Massachusetts 01085

To whom it may concern:



# MEETING NOTICE

## WESTFIELD FIRE COMMISSION

### DATE

January 13, 2020 – Monday

### LOCATION

LITTLE RIVER FIRE STATION

SUBSTATION - STATION 2

'COMMUNITY ROOM'

366 LITTLE RIVER ROAD

WESTFIELD, MA 01085

### TIME

1800 hrs. [6:00 pm]

*Albert J. Masciadrelli*

|| Electronic Signature ||

Albert J. Masciadrelli, Chairman

Westfield Fire Commission

Cc: Mayor Donald Humason Jr., Fire Commissioner C. Lee Bennett, Fire Commissioner Jeffrey M. Siegel, Fire Chief Patrick Egloff, City Personnel Director Dennis Miles

Public Posting January 09, 2020 AJM



# Westfield Fire Commission

Westfield Fire Department  
34 Broad Street  
Westfield, Massachusetts 01085



## Re-scheduled Meeting Agenda & Guide

### COMMISSIONERS:

*Albert J. Masciadrelli, Chairman*  
*C. Lee Bennett*  
*Jeffrey M. Siegel*

**Date:** January 13, 2020

**Location:** Little River Fire Station – Station 2  
366 Little River Road  
Westfield, MA 01085

**Room:** Community Meeting Room

**Time:** 1800 hours

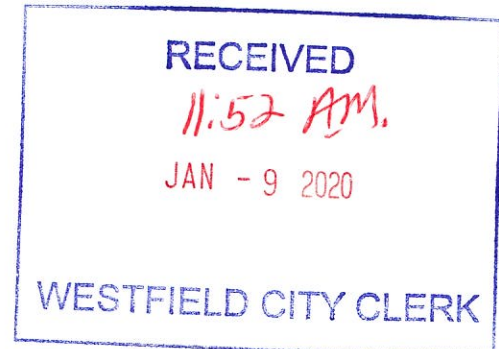
**Meeting Called to Order:** Chairman's Statement on the requirements of the Open Meeting Law (M.G.L. Chapter 30A, § 18-25) notably recoding of open meetings is as follows: *Any person may make a video or audio recording of this open session of the Westfield Fire Commission (hereinafter "WFC") meeting 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 recorded audio 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 C. Lee Bennett
- Fire Commissioner Jeffrey M. Siegel

### 2. READING OF THE RECORD OF:

- a) WFC Regular Scheduled Meeting of 07 October 2019 – *Fire Commission*
- b) WFC Regular Scheduled Meeting {Executive Session 07 October 2019 – *Fire Commission*
- c) WFC Regular Scheduled Meeting of 04 November 2019 – *Fire Commission*
- d) WFC Regular Scheduled Meeting of 19 November 2019 – *Fire Commission*
- e) WFC Regular Scheduled Meeting of 25 November 2019 – *Fire Commission*



# Westfield Fire Commission

## Rescheduled Meeting Agenda & Guide

- f) WFC Special Scheduled Meeting {Executive Session, of 10 December 2019 – *Fire Commission*
- g) WFC Special Scheduled Meeting {Executive Session, of 18 December 2019 – *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) Letters & Communications – *Fire Commission/Fire Chief*

### 5. SPECIAL BUSINESS:

- a) Massachusetts HRD div. Civil Service Unit Five Year Rule – *Fire Commission*

- 1. Action item: Interview of candidate for one (1) vacant full-time permanent Firefighter {Paramedic, position in the WFD's Organization – *Fire Commission*
  - 1) WFD – Firefighter candidate
    - a. Mr. Zachary Kareta
  - 2) 'Motion', action item, Conditional Offer of Employment for one (1) open position, Firefighter Paramedic, in the organization of the Westfield Fire Department.

### 6. OLD BUSINESS:

- a) HRD via NEOGOV Certified Civil Service List – *Fire Commission*

- 1. Certified Civil Service List Number 05591
  - 1) WFD Vacancy: One (1) Permanent full-time\_open vacancy
    - a) Candidate acknowledgement the candidate will accept the Permanent full-time appointment by the candidates' signature acknowledgement affix to – HRD's form.
  - 2) WFD – Permanent Full-time Fire Captain
    - a) Temporary {Effective Date 06.28.2019, Fire Captain Jonathan Starr
- 2. Review & up-date pass interview process data.
- 3. Motion for a Permanent full-time Fire Captain appointment; action item.

# Westfield Fire Commission

## Rescheduled Meeting Agenda & Guide

b) Document – “*Rules & Regulations for the Government & Discipline of the WFD*” (Revision 2004) – *Fire Commission/Fire Chief*

1. Significant Review/change in line with all processes of Emergency Services of the WFD.

### 7. NEW BUSINESS:

a) Document “Replacement Strategy 2020 REV. 01.07.2020” – *Fire Commission/Fire Chief*

1. Discussion & Review – action item implementation

b) City Document Requirement “WFD Annual Report 2019 & 2020” – *Fire Commission/Fire Chief*

1. Dissemination – WFC Members, Office of the Mayor, City Council President & Councilors, Office of the City Clerk for public record.

2. Discussion – action item implementation

3. Sacket Street Facility needs. – *Fire Commission/Fire Chief*

### 6. ADJOURNMENT:

a) Motion to adjourn

*Albert J. Masciadrelli*

*|| Electronic Signature ||*

#### WESTFIELD FIRE COMMISSION

Fire Commissioner  
Albert Joseph Masciadrelli,  
Chairman

#### COMMUNICATIONS

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#### ADDRESS

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

Submitted by  
Fire Commission Chairman, A. J. Masciadrelli  
01.09.2020  
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