

Westfield Local Emergency Planning Committee

Meeting Minutes of March 3, 2021 – Teleconference through Uber Conference; aired real-time on Channel 15 and online at westfieldtv.org

- 1. Introductions:** Deputy Fire Chief Eric Bishop called the meeting to order. The meeting is being recorded electronically and is being broadcasted on Channel 15 and on westfieldtv.org.

The attendees were Bob Weaver, Deputy Fire Chief Eric Bishop, Chris Rogers, Chris Gaines, Jay Hastings, Brian Sullivan, Steve Malochleb, Al Giguere, John Leary, Peter Miller, Casey Berube, Albert Masciadrelli, Joe Rouse, Tom Kettle, Nina Barszcz, Christie Fillion and Fire Chief Patrick Egloff. Pete Cowles was recording and broadcasting the meeting.

- 2. Acceptance of October 7, 2020 & November 4, 2020 Meeting Minutes:** Deputy Bishop ascertained a motion to accept the meeting minutes of October 7, 2020 & November 4, 2020. Albert Masciadrelli made the motion to accept the minutes. Brian Sullivan seconded the motion.

- 3. Nomination of LEPC Officers:**

- a. Chairperson:** Albert Masciadrelli made a motion to nominate Deputy Fire Chief Eric Bishop as Chair for the LEPC. Deputy Bishop accepted the nomination.
- b. Vice Chairperson:** Deputy Bishop nominated Jerome Pitoniak for Vice Chair.
- c. Secretary/Treasurer:** Deputy Bishop nominated Christie Fillion as secretary/treasurer.

No other nominations were received. Albert Masciadrelli made a motion that all nominations are closed. Deputy Eric Bishop seconded the motion.

John Leary made a motion for the secretary to submit 1 vote for the people nominated for different positions. Peter Miller seconded the position.

All in favor. All members voted "I". There were no opposes.

- 4. Recertification of the LEPC:** Steve Malochleb started the recertification application. Deputy Bishop submitted answers to 9 questions and sent the document to some of the department heads to submit information regarding ICS certification.
- 5. COVID-19:** The City's COVID numbers have decreased significantly over the last month to two months. The City has entered into Phase 4. In the last week, the numbers did increase by a few and this is due to February school vacation week. Last week there were 44 new confirmed cases. Starting March 11, 2021, teachers will be eligible for the vaccine.
- 6. City Wide Inventory List:** Deputy Bishop is working on compiling this list and had received information from the Westfield Police Department and the Westfield Fire Department. The list may be available at next month's meeting.

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- 7. Peter Miller, Director of Community Development:** Peter reported a grant was received for the Downtown Business Recovery for COVID.
- 8. Upcoming City Events:**
- 5K Race – This event is usually held the weekend of Mother’s Day. This event is most likely not occurring this year.
 - July 4th Fireworks – There isn’t a plan to hold a fireworks event this year. South Middle School sports field can no longer be used for this event due to an expansion of the Boys & Girls Club. Another location for fireworks would need to be found. Westfield High School is an option but traffic control is an issue.
 - Art Works Group may have their small Friday night concerts in Tobacco Barn’s parking lot during the summer.
 - Wow Concerts – status of these concerts are unknown.
- 9. Past Events:** No events to discuss.
- 10. Emergency Management:** MEMA delivered 6 pallets of PPE for the City. Steve Malochleb compiled a list of PPE inventory and it will be emailed to department heads. A new vendor has been found for purchasing batteries for the radios and the price is at a substantial cost savings (\$1500 compared to \$3300). Two grants were approved and accepted by the City and Steve will be purchasing items that are needed by the Westfield Police Department and Westfield Fire Department.
The LEPC recertification paperwork will be sent in now that all information is complete.
- 11. Report from MRC and CERT:** A new CERT class is starting on Saturday, March 6, 2021 with 10 new members. This is the first time a class has been formed in the City of Westfield in 10 years.
Jeff Torrey will be the new contact for MRC and CERT.
- 12. Tier 2 Updates:** Deputy Fire Chief Pat Kane Jr. was not able to attend today’s meeting but emailed an update. Tier 2 reports are currently being received. As a reminder, “it is on the individual companies to determine whether they fit the criteria for filing Tier 2 reports”. There was one company in Westfield who was contacted by the State regarding submission of their Tier 2 report. This company had met the requirements for reporting but never submitted their information. They have since filed a Tier 2 report.
- 13. MEMA:** Kristen Jerome was not able to attend the meeting.
- Link to MEMA course calendar website <https://mematraining.chs.state.ma.us/TRS/trainingCalendar.do>
- 14. New Business:** No new business.
- 15. Departmental Reports:**
Airport – Chris Willenborg was not able to attend. A tabletop exercise is being planned for May 2021 and will be a multi-jurisdiction and multi-department exercise. The tabletop is a requirement for the airport’s certification. The August 2021 Air Show has been cancelled.

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Baystate Noble – A representative from Baystate Noble was not able to attend the meeting but sent an update. The hospital is doing well and currently have 2 COVID positive patients. The building was inspected and that went well. The 3rd floor was opened last Monday for COVID antibody infusions and is staffed by Baystate Medical Center.

Dispatch – No updates to report.

DPW – The fuel station at the DPW yard will be receiving improvements. The pumps will be shut down for three to four days. This will occur in late March/early April. More details will follow once finalized. Fueling will be available at the Airport during this time.

Flood – Five key items were brought up to the LEPC.

- a. A budget meeting was held with Mayor Donald Humason and multiple projects were discussed primarily regarding Powdermill & Armbrook Dams, Little River levee and Scenic Trail on the Westfield River Levee.
- b. A Tighe & Bond engineer brought to the Flood Commission's attention the available EEA Grant (Energy & Environmental Affairs). With the engineer's guidance, Al Giguere & Mark Cressotti worked on the grant and it was submitted to the Mayor. The money for this grant would be used for the design phases for the Little River Levee. The grant would be split between State money (75%) and City funds (25%).
- c. A piece of property that is part of the Little River Levee and is not currently owned by the City was evaluated for its property value. Al Giguere sent a letter to the Mayor requesting \$120,000 from free cash to obtain ownership of the property.
- d. The rainfall in late December increased erosion on the levee embankment and the Flood Commission is working with Tighe & Bond to resolve the issue. Tree debris also increased due to the rainfall at the levee's culvert outfall. The culverts are inoperable.
- e. The Flood Commission is informing the City Council about the increase in permitting fees relative to work at Armbrook and Powdermill Brook. These fees are required by the USDA NRCS (United States Department of Agricultural Natural Resources Conservation Section).

Mayor's Office – The City's website currently has information regarding the Park & Rec Spring/Summer Brochure, 2021 Census Voter Registration, Mayor's Easter Egg Hunt (drive-thru event) and Community Block Grant Applications.

Mestek – The Company is inquiring if the City can help in receiving special solar-powered push-button crosswalk for the Notre Dame St. crosswalk between the 2 Mestek buildings. This area has had one fatality and several other instances of people being hit or almost hit by vehicles. (Westfield Police Department may be in process of ordering some for this location).

School Dept. – The schools have been operating in a hybrid model since the fall. In December, the schools did shut down to an all virtual model until early February. If teachers have been ill with COVID, there has been no evidence of the virus being spread in the schools but is more likely due to February school vacation break. Teachers are now eligible for the vaccine. Governor Baker and Commissioner of Education Jeffrey Riley would like to see students back in school starting April 4, 2021. For the City, some of the regulations need to be removed for in-school learning to be feasible. With the Cares Act, Westfield Fire Department firefighters have been staffing the medical waiting rooms and supporting the school nurses. Mid-year safety assessments were completed last week and all the schools are following protocols. School buildings are one of the safest locations in Westfield.

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SWWT – Tier 2 reports were submitted to the City. Emergency action plans were also submitted for the high hazard dams.

Western MA Hospital – There are currently no positive cases of COVID of staff or patients at the hospital.

WFD – The Department received several new vehicles. Two new Dodge 5500 Lifeline Ambulances were delivered and are now in service. The ambulances were purchased using money received from the ambulance billing funds. The deputies received a new Ford F150 Command Vehicle. This F150 has a cap installed on the back. The Deputies' fire gear is now stored in the back of the truck which will help eliminate carcinogens (from fire scenes) from being absorbed by the body. A new forestry truck has also been put into service. The headquarters building is having new efficient lighting installed. This lighting upgrade was paid for by a grant.

WSU – Commencement will be held at the University in the South lot on the weekend of May 15 and 16, 2021. There are 2 sessions each day being planned for commencement. This will interfere with Run Westfield if the race is being held and the race will not be able to use the parking lot. The University may ask for several resources for the commencement events. There will be a command trailer located in the South lot and assistance from Westfield Police Department may be needed. Students are being tested weekly for COVID. The positive cases are currently at .012%.

Deputy Bishop ascertained a motion to adjourn the meeting.

Jack Leary made the motion.

Joe Rouse seconded the motion.

11:20 a.m. – Virtual Meeting Adjourned

Next Meeting – April 7, 2021