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Westfield Local Emergency Planning Committee

Meeting Minutes of April 3, 2019
WESTFIELD CITY CLERK

1. **Introductions** – Interim Fire Chief Patrick Egloff called the meeting to order. The sign-in sheet was passed around as well as a copy of the membership list to confirm contact information. Chief Egloff announced the LEPC meeting is audio recorded.
2. **Acceptance of March 6, 2019 Meeting Minutes:** The minutes were not ready to be accepted.
3. **Update on Cowles Bridge (Southwick Rd):** Chief Egloff reapplied for waivers for WFD fire apparatus to travel over the Cowles Bridge. The waivers were approved for all fire apparatus, except for the Tower, to travel over the bridge for emergencies. An alternate route needs to be used when returning back to the station. The Tower needs to use alternate routes in all situations.

Chief Egloff also applied for waivers for the ambulances since the weight limit was reduced to 7 tons. Four of the five ambulances were over the weight limit. Chief Egloff received a verbal approval from the DOT on March 29, 2019 that the ambulances are able to travel over the bridge. Southwick also applied for waivers for their ambulances and received a verbal approval also.

Westfield Police Department in conjunction with the DOT will be establishing a marked detour for the north and south travel lanes in the next couple of weeks.

DOT is trying to move the project forward by six months but this isn't definite.

4. **HEMP Grant:** Chief Egloff wrote a HEMP (HazMat) grant for \$1400 and it was approved by MEMA. The City Council has accepted the grant for LEPC.
Chief Egloff would like to ascertain a motion to move the control of the HEMP Grant from the LEPC to the Westfield Fire Department.

*Albert Masciadrelli made a motion to move the control of the grant from the LEPC to WFD.
Mark Goodniss also made a motion.
All in Favor.*

5. **Past Events:** No events to review.

6. **Upcoming City Events:**

1. Westfield 350th Birthday – Harry thanked DPW, Police, Fire, WG&E and PJ Miller for their support. Harry distributed the Birthday Weekend Schedule. There are other organizations hosting activities during this weekend also. For instance, Westfield Technical Academy is hosting a car show at the school from 10 a.m. to 1 p.m. on Saturday, May 18, 2019.
 - a. Saturday, May 18, 2019:
 1. Pancake Breakfast at Westfield Middle School: Planning for 4,000 people between 7:30 a.m. and 11 a.m. This breakfast is very similar to the Chamber of Commerce breakfast but larger. Dave Flaherty, City Councilor, has started a campaign looking for monetary donations to pay for our

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- school-aged children to receive a free pancake breakfast. Donations of \$50 are being accepted and will allow an entire elementary school classroom to receive a free breakfast.
2. Yoga by the Great River Bridge & Yoga in Grandmother's Garden.
 3. Bike rodeo behind the YMCA.
 4. Rail Trail Bike event
 5. Mike Tierney's Flat Fast 5K Road race and block party – Start time 1 p.m.
 6. Children's carnival at Amelia Park garden & parking lot – Start time 5:30 p.m.
 7. Beach Boys Tribute band will perform at 7 p.m. behind Boys & Girls Club.
 8. Fireworks at 9 p.m. behind the Boys & Girls Club. Turnout for the evening of the fireworks is expected to be large.
- b. Sunday, May 19, 2019 – Parade:
1. Staging for the community parade starts at 11 a.m. at Stanley Park and Westfield State's Administration Building, Horace Mann.
 - Forty-five floats have registered.
 - Numerous bands will participate.
 - Antique Cars, Tractors
 - Mummers from Philadelphia
 2. The parade starts at 1 p.m. Western Ave will close at 12:30. The official start of the parade will begin at the corner of Kensington Ave and Western Ave. The parade route will use the whole width of Western Avenue. When the parade reaches Washington St & Court St, the parade route will be moved into the westbound lane by Berkshire Bank and the Westfield Athenaeum. The reviewing stand will be set up in the lawn near the Boys & Girls entrance of the Westfield Athenaeum. The parade continues left in front of the Athenaeum, onto Elm Street and passing School Street. The official end of the parade will possibly be the parking lot of the PVTa bus terminal. Elm Street will still be closed from the 5k road race from the day before.
 3. Farm tractors will gather at the Elks parking lot and WPD will escort them back to Western Ave.
 4. The parade could last for 3 hours.
 5. The Mummers, who will be the last ones marching in the parade, will perform a 20 – 25 min show at the Green.
 6. Cupcakes and Hoodsie ice cream cups will be available in the gazebo.

This parade will be an impact on the City and Harry thanked the Police Department for their assistance with traffic flow and road closures and to the Fire Department for working with the 350th committee in regards to the emergency vehicles and ambulances. Harry is looking for direction or if there is something he isn't thinking of and asks that anyone contacts him if there is an issue that needs to be addressed.

The 350th will have radios and are being coordinated with Pete Cowles and Lenore Bernashe.

Please decorate your homes and/or businesses with festive lights during the weekend to show your civic pride.

Atlas Fireworks has not yet submitted their fireworks permit to the Fire Department for the May 18th Fireworks show.

Deputy Eric Bishop asked about overcrowding issues, in the event of rain, if people are moved inside. The parade will occur rain or shine. There is no rain date. The fireworks can occur if it is just drizzling or a light rain. A fireworks show cannot occur if there are 20 mph sustained winds. If bad weather is predicted, the rain date for

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the concert and fireworks would be Sunday night. If Sunday evening has bad weather, fireworks will be cancelled. A decision will be made about the parade in the event of bad weather. The concert will be moved into the auditorium of the Westfield Technical Academy in their upper campus which can hold up to 700 people. No other buildings will be used unless there is an issue of weather for the Children's carnival and that could possibly be moved into the Boys & Girls Club Gymnasium.

Check out the website <http://westfield350.org/> for further information regarding the status of events. Westfield 350 is also available on Facebook. Channel 15 could be used to post updates on the events.

The Birthday cake is scheduled to come down after Labor Day and the cake is hoping to be sold to another group. Hatfield is celebrating their 350th next year in 2020. Southwick and Suffield will also be approached to see if they may be interested.

2. Memorial Day Parade – No updates.
3. WTA & WHS Graduation – Ceremonies are being held at Barnes Airport this year. Bullens Field is undergoing construction and graduation ceremonies have been moved up to a hangar, possibly the one used for the Aviation classroom. Jim Wiggs brought up that an emergency evacuation plan needs to be discussed. There will be a lot of people attending the graduation ceremonies and there has been talk that not everyone will be able to fit in the hangar. Chief Egloff will reach out to Ron Rix at the School Department.
4. 4th of July Fireworks – No updates regarding this firework display and a permit has not been received for this event either.
7. **Update from Jim Wiggs on Emergency Management** – Jim updated the group on the status of previous grant and he has been informed there is a possible future grant from MEMA. A meeting has been scheduled with MEMA in regards to communication needs for the upcoming events. One of the items to be discussed is the frequency to be used and what items the City may borrow. MRC/CERT is willing to help at these events. Bonnie from MEMA placed Chief Egloff's request for temporary facility on hold based on the approved waiver for the Cowles Bridge. If anything changes, he asked Chief Egloff to contact him.
8. **Report from MRC and CERT from Ed Mello:** Ed Mello will have the 24 foot trailer available at the playground/picnic area of Stanley Park to feed the participants of the 350th parade. The other members of their group will be working out of the new pavilion located inside the main entrance of Stanley Park. Further information needs to be obtained. There is a possibility of serving hamburgers and hot dogs and the time frame needs to be finalized also. Ed Mello and Harry Rock will connect after the meeting. If vests are needed for the events, Ed has asked to be contacted by email. He just asks the vests be returned after the event is completed.
9. **Tier 2 Updates** – Deputy Chief Pat Kane Jr. was not able to attend the meeting but did send a message that there were no updates to report.

10. Departmental Reports

Flood Control – The annual report is almost completed and then it will be distributed.

Baystate Noble Hospital – The hospital went live on the Baystate system last Friday, March 29, 2019.

WG&E – April is Safe Digging Month. Contractors already have been found to be digging without Dig Safe mark outs. Be vigilant and if you notice anyone digging without marks, please contact G&E so that they can follow up.

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Emergency Management – Jim has been following up with Tier 2 reports with Deputy Pat Kane Jr. There had been a couple gaps in reports that were not received by either Jim or Pat. Those gaps have now since been closed.

11. MEMA – Bruce Augusti – Bruce wasn't able to attend the meeting.

Per the MEMA website <https://mematraining.chs.state.ma.us/TRS/trainingCalendar.do>

ICS 400: June 4 & 5, 2019 in Fitchburg, MA.

June 27 & 28, 2019 in Bourne, MA.

Hazardous Materials for First Responders, Awareness Level (HAZ01):

Target Audience: PD, Fire, Public Works, EMA, Public Health & Communications

May 29, 2019 in Barnstable, MA

June 24, 2019 in Leominster, MA

12. New Business – Deputy Eric Bishop brought up that the Evangelical Free Church is hosting an event on Saturday, April 13, 2019. It is expected to be a large event with 600 plus people attending.

The Little League parade will be taking place that same morning along with the Mayor's Easter Egg hunt.

Mestek spoke about the fatality that occurred on Notre Dame Street. It is a busy street with vehicles traveling at a high rate of speed and there have been many near misses with employees using the cross walk. The intersection has been a concern of Mestek and unfortunately there was a tragedy.

13. Next Meeting – May 1, 2019 – location to be confirmed. It will be held at WFD Station 2 if the room is not used for Fire Department training.

Chief Egloff ascertained a motion to adjourn.

Albert Masciadrelli made the motion.

Mark Goodniss seconded the motion.

All in favor.

9:42 a.m. – Meeting Adjourned