



WESTFIELD, MASSACHUSETTS WESTFIELD FIRE COMMISSION



MEETING MINUTES Special Schedule Meeting

Fire Commissioner Albert Masciadrelli called the Special Meeting of the Westfield Fire Commission (hereinafter WFC) of June 7, 2019 to order.

Location: Little River Fire Station
Community Room
366 Little River Road
Westfield, Massachusetts

Date: June 7, 2019

Time: 1500 hours

MINUTES TAKEN:



Ms Patricia Breton, Westfield Fire Department Head Clerk

Chairman's announcement:

The Chairman of the Westfield Fire Commission (hereinafter '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 Westfield Fire Commission Special Schedule meeting of June 7, 2019 is being audio recorded and if the Westfield Fire Commission 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 Westfield Fire Commission, 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 Westfield Fire Commission special meeting of June 7, 2019, is not being electronically transmitted via TV or via the internet by the City of Westfield.

The Chairman of the WFC, Commissioner Albert Masciadrelli also asked if there is anyone making a video or audio recording of the meeting.

All Commissioners are present.

PRESENT IN ATTENDANCE:

Westfield Fire Commissioner Albert Masciadrelli, Westfield Fire Commissioner Jeffery Siegel, Fire Commissioner C. Lee Bennett. Deputy Fire Chief Patrick Kane, Temporary Fire Captain Joseph Szenda.

READING OF THE RECORDS OF:

- a) None

PUBLIC PARTICIPATION: Commissioner Masciadrelli closed public participation without objection.

ROUTINE BUSINESS:

- a. Introduction - Commissioner Masciadrelli called the meeting to try to accommodate the Fire Chief's time line, in putting his supervisory level of management together before the fiscal year ends. By doing this, we would like to bypass a process namely **Step 6** of the WFC's 'Procedural (Process) Guidelines for a Vacancy Appointments' that we have been using as the norm.
- b. Letters & Communications – none

SPECIAL BUSINESS:

- a. Fire Captains Certified List Number 05591
1. To by-pass Step 6 of the WFC's 'Procedural (Process) Guidelines for Vacancy Appointments' namely prescreen interviews due to scheduling conflicts in order to address an unacceptable lead – time impaired by scheduling the conflicts.

MOTION:

- Commissioner Albert Masciadrelli ascertained a motion to by-pass **Step 6** of the '**Procedural (Process) Guidelines for Vacancy Appointments**' namely prescreen interviews related to the Fire Captains Certified List Number 05591 to accommodate two (2) vacancies in the Fire Captain ranks of the Westfield Fire Departments organization scheduling conflicts.
- Commissioner Jeffrey Siegel asked to make it clear that this is just this one time, and it's not a change in procedures.

Commissioner Albert Masciadrelli stated yes just this one time.

- Commissioner Albert Masciadrelli re-read the motion to make it clear.
- Commissioner C. Lee Bennett made the motion,
- Commissioner Jeffrey Siegel seconded the motion.
- Commissioner Albert Masciadrelli asked if there was any discussion.

ROLL CALL VOTE:

Commissioner Jeffrey Siegel	Yes
Commissioner C. Lee Bennett	Yes
Commissioner Albert Masciadrelli	Yes

YES (3) NO (0)

MOTION PASSED

ADJOURNMENT:

- Commissioner Albert Masciadrelli ascertained a motion to adjourn.
- Commissioner Jeffrey Siegel made a motion to adjourn the meeting.
- Commissioner C. Lee Bennett seconded the motion.
- Commissioner Albert Masciadrelli asked if there was any discussion and seeing none asked for an acknowledgement vote.

MOTION PASSED

Time: 1504 hours

Respectfully submitted,



Albert Masciadrelli, Chairman
Westfield Fire Commission
PO/ajm/pab