

**Westfield Local Emergency Planning Committee**

OCT 28 2022

Meeting Minutes of October 5, 2022 – Meeting Location: Westfield City Hall, 59 Court St Rm 201

WESTFIELD CITY CLERK

1. **Introductions:** Deputy Fire Chief Eric Bishop called the meeting to order and announced the meeting is being recorded. The sign-in sheet was passed around.
2. **Topic of new Secretary/Treasurer for LEPC for CY2023:** The Health Department has an employee, Kim Sienkiewicz, who will be willing to take the role of Secretary/Treasurer starting with the March 2023 meeting.
3. **COVID-19:** Numbers of COVID have stayed the same since last month with a few less cases being reported to the Health Department. Seventy-two percent of Westfield’s population received the first dose of the COVID-19 vaccine. Sixty-five percent are fully vaccinated. Thirty-seven percent received the first booster and ten percent received their second booster. The booster is still recommended. Home test kits are available at the Health Department.
4. **Grant funds for LEPC:**
  - a. This is still a work in progress. The batteries still have not been received yet. Once the batteries are received and paid for, the grant will be closed and finalized.
  - b. There is a new Emergency Management Grant that will be coming out that could help support the topic of Hazardous Materials and may help with ammonia gas metering.
5. **Peter Miller, Director of Community Development:** The upcoming PumpkinFest is being held behind the South Middle School. Target withdrew their application last night for the north side development.
6. **Upcoming City Events:**
  - a. PumpkinFest is scheduled for Saturday, October 15, 2022.
7. **Past Events:** There weren’t any past events to discuss.
8. **Emergency Management:** Steve Malochleb wasn’t able to attend the meeting but did send an email. Emergency Management will be at the PumpkinFest with a display and signing people up for the 911 Alert System.
9. **Report from MRC and CERT:** Interviews will be held next week for the position of MRC Director.
10. **Tier 2 Updates:** Nothing new to report on Tier 2.
11. **MEMA:**  
Link to MEMA course calendar website <https://mematraining.chs.state.ma.us/TRS/trainingCalendar.do>
12. **New Business:** No new business.
13. **Departmental Reports:**  
104<sup>th</sup> – No one was present at this meeting but Deputy Bishop stated that the 104<sup>th</sup> committed to getting their tanker repaired. They received \$80,000 for the repair. The timeline for the repair is unknown.

## CITY OF WESTFIELD

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Airport – The draft copy of the report from FEMA regarding Barnes being a staging point has been reviewed. Comments were sent back to FEMA and the Airport is now waiting for the final report to be received.

Three charter flights for the UMASS football team, with approximately 600 student athletes, have flown out of Barnes and the Airport appreciates the assistance from Westfield Fire being on standby at the airport.

A grant has been awarded from the Governor's Military Task force for a new fire truck. A new foam, approved by the FAA, will be used on this truck and does not contain the chemical compounds that were with the PFAS concerns. The air force still needs to accept this new foam.

The tabletop exercise will be scheduled for February 2023 in preparation for the May Air Show. More details to follow.

Animal Control – A new employee was hired for the position of a full-time Animal Control Officer. The department is now fully staffed with 2 ACO's and an adoption counselor.

The shelter has been consistently full with animals and are ready to be adopted. Barn inspections are being started as there are approximately 80 barns to visit.

Dispatch – Nothing to report. The department has been busy and is short-staffed.

DPW – This department is also short-staffed. City View Road should be reopening soon in a couple of weeks.

Health Dept. – Flu clinics are being held at the Senior Center this week.

Mayor's Office – An update on the inventory supply list and where the list is located is needed. Reminding everyone to stay alert on Halloween evening and to be cautious on the roadways. A question was asked to the Airport regarding if the new gate construction will possibly effect traffic on Southampton Road.

Mestek – The company has fire drills scheduled for this month at their facilities. A COVID and flu-shot clinic is scheduled for the middle of the month.

School – The first round of fire drills and evacuation drills have been held. In October, the first round of enhanced lock-down drills with Westfield Police Department will be occurring. The District Wide Safety team is now up to two dozen members from Westfield Police, Fire, Dispatch and Health Department.

SWW – The Emergency Action Plans for Cobble Mountain and Borden has been completed. With permission from Office of Dam Safety, these two plans were merged into one plan. The Commissioner's signatures are needed and then they will be handed out. Large size map sets of the inundation maps will also be handed out with the plans. The evacuation exercise will be held on October 28, 2022 at West Parish Filter. Invitations for future exercises regarding the dams will be sent out. Details to follow.

## CITY OF WESTFIELD

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WFD – The department has been busy especially with an increase of mutual aid requests for ambulance responses. There was a small electrical fire on Court Street. There have also been several fire responses to Westfield State University now that students are back on campus.

WG&E – The meter change-out program will be starting up again soon. There will be outside crews coming in to Westfield to assist with the meter change-out. Calls could increase to Dispatch questioning if these crews are legitimate.

The after-action report has been received for the drill held in April. The report can be forwarded to any member of LEPC who would like to review it.

WPD – The Department is looking at holding Code White Training in the late winter or early spring of 2023.

WSU – The steam project is being completed this month. Davis Road will then be reopened.

Other Departments/Businesses – The State’s Firefighter Safety Equipment Grant for FY2023 has been opened and applications are due October 21<sup>st</sup>. There is a mandatory webinar that goes along with the grant requirements.

Deputy Bishop ascertained a motion to adjourn the meeting.

Albert Masciadrelli made the motion.

Nina Barszcz seconded the motion.

9:26 a.m. – Meeting Adjourned

**Next Meeting** – November 2, 2022

