



# WESTFIELD, MASSACHUSETTS

## WESTFIELD FIRE COMMISSION



### MEETING MINUTES

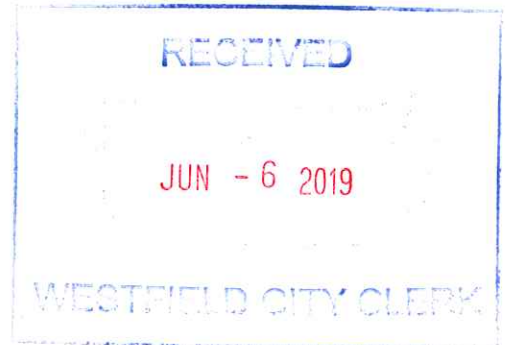
Regular Schedule Meeting

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter WFC) of May 6, 2019 to order.

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

Date: May 6, 2019

Time: 1800 hours



#### **MINUTES TAKEN:**

Ms Patricia Breton, Westfield Fire Department Head Clerk

#### Chairman's announcement:

The Chairman of the Westfield Fire Commission, 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 Regular Schedule meeting of May 6, 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 meeting of May 6, 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.

City Council Member Matthew Emmershay of 36 Fowler Street was doing a live stream of the meeting. Mr. Peter Currier of the Westfield News was recording the meeting.

Commissioner Masciadrelli introduced the new Fire Commissioner, Mr. Jeffrey M. Siegel, as the new Westfield Fire Commission member and Commissioner Masciadrelli welcomed him as the new appointment to the Westfield Fire Commission.

Mr. Jeffrey Siegel said he was very happy to have the opportunity to serve and to fill the vacancy that was needed. He is looking forward to getting to know the area a lot better.

All Commissioners are present.

**PRESENT IN ATTENDANCE:**

Westfield Fire Commissioner Albert Masciadrelli, Westfield Fire Commissioner Jeffery Siegel, Fire Commissioner C. Lee Bennett. Temporary Fire Chief Patrick Egloff, Temporary Deputy Fire Chief Ben Warren, Deputy Fire Chief Eric Bishop, Fire Captain Chris King, Fire Captain Keith Supinski, Fire Captain Paul Lentini, Fire Captain Chuck Warren, Temporary Fire Captain Joseph Szenda. Firefighter Steve Makos, Firefighter Kyle Morrissey, Firefighter Tom Greene, Firefighter Dan Lorenzatti, Firefighter Jon Starr, Firefighter Lenny Ferst, Firefighter Tom Silva, Firefighter Scott Bullock, Firefighter Mike Wailgum, Firefighter Mike Feyre, Firefighter Randy Quarles, Firefighter Beth Aucoin, Firefighter Chrissy Humason, Firefighter Ben Hogan, Firefighter Jenn Daley, Firefighter Matt Marchesi, Firefighter Ted Drummey, Firefighter Nick Gezotis, Mechanic Chris Bard, Mr. Curtis Gezotis, Mrs. Christina Gezotis, Mrs. Tracey Egloff, Alyssa Egloff, Southampton Firefighters William Mielke, Patrick Elive and Steven Rubner. State Fire Marshal Mr. John Woods, Mr. John Flagg, Mrs. Bridget Warren, Mr. Peter Currier from the Westfield News. City Council Councilor Matthew Emmershy, City Councilor Mike Burnes. City Councilor Dan Allie, Mr. Rod Maslauskas retired Fire Captain.

**READING OF THE RECORDS OF:**

Fire Commissioner Albert Masciadrelli ascertained a motion to approve the Fire Commission Meeting Minutes April 01, 2019.

Fire Commissioner Lee Bennett made a motion to approve the April 01, 2019 Meeting Minutes.

Fire Commissioner Jeffrey Siegel seconded the motion.

Fire Commissioner Masciadrelli asked if there was any discussion and seeing none asked for an acknowledgement vote by the members of the WFC.

Motion Passed

**PUBLIC PARTICIPATION:** The following all indicated that they support Deputy Fire Chief Patrick Egloff for promotion to Fire Chief. They also indicated that they support the promotion of Captain Benjamin Warren to the position of Deputy Chief.

Jon-Randel Quarles 28 Linden Ave, Westfield 19.5 years on the Fire Department supports Patrick Egloff

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- Steve Makos 19.8 years on the Fire Department supports Patrick Egloff
- Thomas Greene 30 years on the Fire Department supports Patrick Egloff
- Scott Bullock 21 years on the Fire Department supports Patrick Egloff
- Chrissy Humason 13 years on the Fire Department supports Patrick Egloff
- Ben Hogan 4 years on the Fire Department supports Patrick Egloff
- Nick Gezotis 3 years on the Fire Department supports Patrick Egloff
- Rod Maslauskas Captain retired 13 years supports Patrick Egloff
- Chris Bard 9 years on the Fire Department supports Patrick Egloff
- Captain Chuck Warren 24 years on the Fire Department supports Patrick Egloff
- Lenny Ferst 35 plus years on the Fire Department he is badge # 1 he supports Patrick Egloff and Captain Ben Warren.
- Curt Gezotis 33 years retired from the Fire Department supports of Patrick Egloff and Ben Warren.
- Eric Liptak 3 years on the Fire Department supports Patrick Egloff and Ben Warren
- Matt Potter 2.5 years on the Fire Department support Patrick Egloff and Ben Warren
- Beth Aucoin 11 years on the Fire Department supports Patrick Egloff and Ben Warren
- Tom Silva 9 years on the Fire Department supports Patrick Egloff and Ben Warren
- Mike Feyre 1 year on the Fire Department supports Patrick Egloff and Ben Warren
- Dan Lorenzatti 8 years on the Fire Department supports Patrick Egloff and Ben Warren
- Jon Starr 1.5 years on the Fire Department supports Patrick Egloff and Ben Warren
- Mike Wailgum less than 1 year on the Fire Department supports Patrick Egloff and Ben Warren
- Eric Bishop submitted a letter on behalf the Supervisors Association that stated all the Deputy Chief's support Patrick Egloff for Fire Chief.

City Councilor Mike Burns {Appt. liaison to the Fire Department, told the Commissioner that he City Council brought forward a motion to change the Fire Commission from a 3 member Commission to a 5 member Commission. He would like some feedback from the Commissioners; he would like them to e-mail the chairman any information at all.

**Note:** This is for the Police, Fire and the Airport Commissions.

Matt Emmershy, 36 Fowler Street, City Councilor at Large was recognized.

- He wants to make sure that the Commission will address the unsolved business within the Department. He has had attempted retaliation and harassment from the Department because of the live streaming of the meetings and what I have done as an elected position. I do not appreciate it and I would hope that it would stop.

Commissioner Bennett asked if he had filed a report with the Police Department on this.

He has not, Commissioner Masciadrelli and Commissioner Bennett said he should file a report with the Police Department.

He just wanted the Commission aware of this. Commissioner Bennett said this is very serious and the Commission and everyone else should take it seriously.

She said the Commission is waiting on the Judge's summation.

They will address everything and will do it in order.

The Department has to move forward, we have open positions and by civil service law they have to be filled. We will do what we have to do in a fair and equitable manner and in the order that we can do it.

She told Mr. Emmershy, if you have been harassed your first step is to make a report.

City Councilor Dan Allie, was recognized, whom gave the Commission a letter that Councilor Surprise had dropped off.

- Councilor Allie said that he is concerned about the Fire Department that it is a very important Department. We are all concerned about the professionalism as well the environment that all of you have to work under, this is our main concern.

The Commissioners said thank you.

### **ROUTINE BUSINESS:**

- a. Introduction - Commissioner Masciadrelli, on behalf of the WFC, expressed thanks to all that have attended tonight.

The Chairman and members of the WFC also thanked the members of the Westfield Fire Department (hereinafter 'WFD'), for their extraordinary service since the last meeting was held. He receives many excellent supportive comments from the Community as well as the Hill Town Communities, as he himself travels throughout and wants to pass that along to the members of the WFD, WFC and Community.

Commissioner Masciadrelli express his gratitude to the Southampton Fire Department for helping the City of Westfield when needed (in which some members were present).

He also thanked and welcomed the new Commissioner Jeffrey Siegel.

b. Letters & Communications –

Temporary Fire Chief Patrick Egloff read a thank you card from a Westfield citizen from Western Ave. They smelt natural gas in their home and the Fire Department came with a gas analysis detector. Fortunately we did not have a gas leak. This confirms we are blessed to have such an outstanding Fire Department in this City. We are grateful for the work you all do. These four firefighters were Temporary Captain Joseph Szenda, Firefighters Mike Albert, Sean Major and Joe Coach.

c. Dialog -

Temporary Fire Chief Egloff stated the Coles Bridge can be used by the ambulance he received a written letter from DOT stating they can go over the bridge at 5 miles per hour going over, but not coming back across, they need to go around. This will be for the duration of the bridge project. Hopefully this will start sometime in October. This will be probably two years.

We had tech training this past week. We wrote a grant for this in 2017, this was awarded in 2018. On Monday and Tuesday we had paramedics go to that class. This was a two day class. Thursday and Friday were classed also. This week we have Tuesday and Friday for the basics. The feedback that he received was that it was an outstanding class. Tec. Training is the EMS side of an active shooter training. Captain Supinski stated the Tec Training focuses on stabilizing the casualties of an active threat. This training was 16 hours for paramedics and each basic will have 8 hours. The training was done by North Adams Ambulance Services. Captain Supinski thanked all the volunteers that took part in the class. They needed about 4 or 5 volunteers per class.

Commissioner Masciadrelli asked about special gear for this training. Temporary Chief Egloff said yes there should be ballistic gear, we have one set coming. He said that he is working on a grant for that.

Temporary Chief Egloff said he sat with the Mayor and the City Auditor today. The budget is going good. Negotiations are going good with both Local 1111 and the Supervisors Association.

**SPECIAL BUSINESS:**

- a. WFC Interview Process Westfield Fire Chief –
  1. To act on HRD's Certified /Civil Service List 05600 for the purpose of a permanent appointment for the Westfield Fire Chief's Position.
    - 1) Candidate: Temporary Fire Chief Patrick Egloff

Commissioner Masciadrelli explained how they had to go through an assessment center, and the eligible candidate that came out was Temporary Fire Chief Patrick Egloff. This test was offered to all five Deputy's four signed up and only one showed up for the test.

Details of the interview process are as follows:

- The interviews will be in a public forum setting.
- If more than one candidate the other candidates will be asked to wait outside of the interviewing room in fairness to the other candidates. This is not a requirement but a courtesy request.
- The same questions will be asked to every candidate. This may not be true if a Fire Commissioner asks a question or questions relative to any material supplied by the Candidates as part of his or her resume documentation, for the purpose of understanding and clarification.
- The Commission upon its completion of the oral interview and review of your submitted data, along with the back ground check process and review, may or may not make a promotional appointment at the conclusion of the interview process.
- If no appointments are made the Westfield Fire Commission will make a schedules meeting as soon as possible to make these appointments.
- The public interview process will be electronically recorded.
- Each candidate will have the option to request an executive session to answer any question. **(There must be a strong reason for the executive session, because of the Open Meeting Law notably guidelines criteria).**

Commissioner Albert Masciadrelli then proceeded with the interview process.

1. The Fire Commissioner would like to give you an opportunity to make an opening statement before the oral interview begins.
2. If selected to fill this position of permanent Fire Chief, what would you committed goals and objectives be to your profession the Westfield Fire Department and the City of Westfield? Where do you see yourself and the Department in five to ten years?
3. How would you inspire staff to be the best they can be? How would you go about motivating the unmotivated Firefighter?
4. If selected what personal attribute do you possess, that will make you a successful as a permanent Fire Chief in the Department? What is the weakest attribute you bring to this position, what have you done to overcome it?
5. Describe your roll if selected, how you would deal with a subordinate who was acting out of line, unprofessional, what are the formal steps you might take. At what point would you begin taking formal action against unacceptable behavior? Describe a formal process for us.

6. Provide an example explanation when you submitted and coordinated the implication of financial management processes namely the budget, budget disbursements to include good business practice and other administrative control processes.
7. What is your opinion on performance evaluation of the privates by their superiors and the Officer Performance evaluation by the respected reporting officers up to the chain of command?
8. You are well familiar with the skills and union negotiations?
9. Have you had experience in negotiation business contracts or agreements with communities?
10. This Commissioner would like to take this opportunity to allow you to make a closing statement of any length to cover the aspects of your interview or submitted data package for position of permanent Fire Chief.
11. What are the things that are becoming necessary to be replaced or becoming obsolete, are there some things you have been thinking about.
12. What do you believe is necessary to promote and maintain good moral?

Commissioner Masciadrelli ascertained a motion to make the appointment of Temporary Fire Chief Patrick Egloff to a permanent full time appointment of Fire Chief in the Organization of the Westfield Fire Department.

Commissioner Lee Bennett made a motion to promote Temporary Fire Chief Patrick Egloff to a permanent full time appointment of Fire Chief in the Organization of the Westfield Fire Department

Commissioner Jeffrey Siegel second the motion.

Commissioner Albert Masciadrelli asked if there was any discussion and seeing none asked for a roll call vote.

ROLL CALL VOTE:

Commissioner Siegel	Yes
Commissioner Bennett	Yes
Commissioner Masciadrelli	Yes

YES (3)      NO (0)

MOTION PASSED

- b. WFC Interview Process Westfield Deputy Fire Chief –
  1. To act on HRD's Certified Civil Service List 04274 for the purpose of a permanent appointment for the Westfield Fire Deputy Position.
    - 1) Candidate: Temporary Deputy Fire Chief Benjamin Warren

Commissioner Albert Masciadrelli continued on with the interview session.

Fire Captain Benjamin Warren was instructed of the interview process the same that was explained for the Chief's position.

1. The Fire Commission would like to give you an opportunity to make an opening statement before the oral interview begins.
2. If promoted to Deputy Fire Chief, what would you do to foster a professional work environment?
3. What are your thoughts on training and involvement in public safety conversation? Over the years did you see a lack of initiative in fostering this element of importance?
4. Describe your roll if selected as the Deputy Fire Chief how you would deal with a subordinate who was acting out of line unprofessionally. What are the informal steps you might take and at what point would you begin taking formal against unacceptable behavior?
5. How would you inspire all firefighters namely Fire Captains, privates and civilians in the organization of the department to be the best they could be and how would you go about motivating the unmotivated?
6. During the Chiefs conversation, he talked about chain of command, can you talk a little bit about where you fit in that, and how you feel that needs to be reinforced.
7. Where do you think you are going to fall in the Deputy's?
8. What steps would you take to improve the department?
9. Has any of your emergency medical certificates past and present ever been revoked or suspended?

Commissioner Albert Masciadrelli ascertained a motion to appoint Temporary Deputy Fire Chief Benjamin Warren to the permanent position of Deputy Fire Chief.

Commissioner Jeffrey Siegel made a motion to appoint Temporary Deputy Fire Chief Benjamin Warren to the permanent position of Deputy Fire Chief.

Commissioner Lee Bennett seconded the motion.

Commissioner Albert Masciadrelli asked if there was any discussion and seeing none asked for a roll call vote.

ROLL CALL VOTE:

Commissioner Siegel	Yes
Commissioner Bennett	Yes
Commissioner Masciadrelli	Yes

YES (3)      NO (0)



MOTION PASSED

**OLD BUSINESS:**

a. HRD Certification Fire Chief Civil Service List Requisition 'Firefighter'–

Commissioner Albert Masciadrelli stated that they voted last meeting to call for a Firefighter Paramedic list and that is now in process.

Commissioner Masciadrelli is working with personnel on this. Personnel is working with HRD.

Commissioner Bennett asked we have one position now do you anticipate more positions?

Chief Patrick Egloff stated yes, due to the promotions today there is going to be a Captain's position open.

- When that is filled there will an opening for another firefighter.

He received notification from Fire Captain Regan and his last day working is June 25<sup>th</sup>.

- We will be hiring two Captains and then have to fill those two positions, at the paramedic level.

Captain Christopher King is having a career night at station 2 (Little River Fire Station) Sunday May 12, 2019 at 4:00 pm, this will be an information night. Notices have been posted throughout the City and surrounding towns.

**NEW BUSINESS:**

a. Action Item Contract Signature Authorization Form -

The Commissioner agreed and passed the Signature Authorization Form.

All Commissioners signed the form, with approval.

Adjournment:

Commissioner Albert Masciadrelli ascertained a motion to adjourn.

Commissioner C .Lee Bennett made a motion to adjourn the meeting.

Commissioner Jeffrey Seigel seconded the motion.

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Commissioner Albert Masciadrelli asked if there was any discussion and seeing none asked for an acknowledgement vote.

MOTION PASSED

Time: 1945 hours

Respectfully submitted,

  
Albert Masciadrelli, Chairman  
Westfield Fire Commission  
AJM/pab