

Meeting of Blue Hills Fire Commissioners

Date: Wednesday, June 5, 2019

Where: 1021 Blue Hills Fire Department

Time: 7pm

Call to Order

The meeting was called to order by Commissioner Ariel Marzouca-Jaunai at 7:01pm.

Observance of a Moment of Silence

Commissioner Ariel Marzouca-Jaunai ask that we observed a Moment of Silence.

Roll Call:

Commissioner Ariel Marzouca-Jaunai, Commissioner Jacqueline Massey-Greene and Commissioner Mark Manson. Also present were: Fire Chief Willie Jones, Fire Marshal Bill Lewis and Errol Bartley Director of Finance and Administration.

Absent: Acting Clerk, Donna Banks

Discussion and Anticipated Action with Regard to the Approval of Minutes from Commissioner's meetings held on May 1, 2019, May 8, 2019 and Annual District Budget Meeting held on May 15, 2019

Commissioner Ariel Marzouca-Jaunai stated that before we vote, a clarification with the Commissioners on the meeting that was held on May 1, 2019 in reference to the use of the Hall Rental. Did we vote saying that the hall will be used only for Firehouse related functions - is that correct? It's stated in the minutes that no volunteers, no friends of volunteers, family members will be able to use the hall; can we clarify? After a brief discussion, Commissioner Ariel Marzouca-Jaunai asked for a motion to approve the minutes with the necessary corrections. Commissioner Mark Manson made a motion to approve the minutes with the correction that members of the Firehouse can use the Hall for events and the Hall will be used for Firehouse events as well. Motion seconded by Commissioner Jacqueline Massey-Greene. Motion carried by unanimous voice votes with no further discussion.

Commissioner Ariel Marzouca-Jaunai called for a motion to approve the minutes from May 8, 2019 Budget Workshop meeting. Motion made by Commissioner Jacqueline Massey-Greene, seconded by Commissioner Mark Manson. Motion carried by unanimous voice votes with no further discussion.

Commissioner Ariel Marzouca-Jaunai called for a motion to approve the minutes of the Annual District Budget meeting held on May 15, 2019. Motion made by Commissioner Mark Manson, seconded by Commissioner Jacqueline Massey-Greene. Motion carried by unanimous voice votes with no further discussion.

Chief Report

Fire Chief Willie Jones stated that since the last meeting, there has been 42 incidents, an automobile accident, but nothing major. Chief Jones also stated that they're in the process of bringing in onboard additional volunteers, however, it takes a while for the background checks to complete. Also, he stated that he was approached by several people asking about membership within the department. Brief questions were asked with no further discussion.

Fire Marshal's Report

Fire Marshall Bill Lewis reported that it has been extremely busy with building officials regarding on-going projects. 2 Douglas Street, the old Jim Nay Building that's being converted into storage space, they completed phase 1 of 3, phase 1 is now open. 330 Park Avenue as of last Friday, is in the process of moving into the new building, the old building will be demolished. Fire Marshall Bill Lewis also stated that his office completed 11 inspections during the past month and in the process of completion of 7 Plan Reviews and 1 fire investigation. There were no questions for the Fire Marshal.

Director of Finance and Administration's Report

Director of Finance Errol Bartley stated that we are in the beginning at the ending of the Fiscal year. Fiscal year 18/19, so by June 30th end Fiscal Year 19 and July 1st starts Fiscal year 19/20. Director of Finance Errol Bartley said that we are in good standings. There were no questions for the Director of Finance.

Tax Suspense List

Commissioner Ariel Marzouca-Jaunai stated that she received from the town the Tax Suspense List and made a motion to add it to the agenda. Motion made by Commissioner Mark Manson, seconded by Commissioner Jacqueline Massey-Greene. Motion carried by unanimous voice votes. Commissioner Ariel Marzouca-Jaunai stated that the Tax Suspense List are items that are uncollectable taxes. The amount that needs to added to the list for BHFD is \$663.12. If amount is collected, proceeds will be made payable to the BHFD. Commissioner Ariel Marzouca-Jaunai asked for a motion for the Town of Bloomfield to move to their Suspense Account as uncollectable. Motion made by Commissioner Jacqueline Massey-Greene, seconded by Commissioner Mark Manson. Motion carried by unanimous voice votes with no further discussion.

Discussion and Anticipated Action to appoint Pue, Chick, Leibowitz & Blezard as the Blue Hills Fire Department auditor for FY 2019-2020

Commissioner Ariel Marzouca-Jaunai stated that at the budget meeting, the citizens of the District approved us to appoint an Auditor for the Fiscal Year 19/2020. Pue, Chick, Leibowitz & Blezard did the audit last year. Commissioner Ariel Marzouca-Jaunai ask if there was a motion for them to continue doing the audit. Director of Finance Errol Bartley stated that a correction of the year should be made, the Fiscal Year should be 18/19. Motion made by Commissioner Mark Manson to change the Fiscal Year and with the necessary corrections all approved. Commissioner Ariel Marzouca-Jaunai asked for a motion to approve Pue, Chick, Leibowitz & Blezard to do the audit. Motion made by Commissioner Mark Manson, seconded by Commissioner Jacqueline Massey-Greene. Motion carried by unanimous voice votes with no further discussion.

Training Report:

Chief Willie Jones stated that the Task Force participated in an extrication drill in East Granby and it went well. Chief stated he discussed with the Chief at Kaman Fire about conducting a crash simulation drill at some point. There were no further questions.

House Report:

None

Community Outreach Report:

Lt. Vincent Jaunai stated that from the last Commissioner's Meeting, they participated in an event at the True Disciples of Christ Church, Bloomfield Police Department Citizen's Academy program, attended the Center Fire event with Chief Jones, Rehoboth Church School for a presentation for the kids, First Cathedral Community Day and collected donations in the amount of \$108.50 for our Educational Fun Day and also will be attending Celebrate Bloomfield and the Bethel A.M. E. Health Fair on Saturday, June 8th. June 15th will be the BHFD Educational Fun Day.

Lt. Vincent Jaunai stated that they will be doing interviews to hire Interns for BHFD Internship program. The applicants are from Bloomfield High School. The program starts July 1st. Orientation will be given to the selected interns and their families so that everyone knows what the program entails. Vincent Jaunai stated some Alumni are asking to join the program again. BHFD are limited to hiring three (3) applicants for the program because, they ride along with the Fire Fighters and there are only three (3) seats available. The interns are required to be at work Monday thru Friday, 7:30 a.m. to 3:30 p.m. There were brief questions about the Interns Training.

Department Concerns/Good Welfare

Commissioner Ariel Marzouca-Jaunai stated on August 3rd is the Blue Hills Fire District Annual Trip to New York. All members were notified by text. We will be traveling to New York to the World Trade Center then a Dinner Cruise. The Back Room will split the cost 50/50 with the District, normally the District pays 100 percent. The sign-up sheet is posted and members are allowed to bring 1 guest.

Citizens Statements/Comments

Citizens in Attendance: Edith Fein, Fred Nelson and Karlene DaCosta

- Edith Fein asked about the Clerk's Job Description, Computer Services and Bylaws
- Karlene DaCosta, stopped in to say thank-you and to show her appreciations to Lt. Vincent Jaunai, Adrian Clarke and Brandon Riley who helped her on May 1st with an emergency situation.

Payment of Invoices and Vouchers

Motion made by Commissioner Jacqueline Massey-Greene, seconded by Commissioner Mark Manson. Motion carried by unanimous voice votes

Adjournment

Commissioner Ariel Marzouca-Jaunai entertained a motion to adjourn. Motion made by Commissioner Jacqueline Massey-Greene and seconded by Commissioner Mark Manson. Motion carried by unanimous voice votes.

Meeting adjourned at 7:35pm

Respectfully Submitted

Donna Banks - Acting District Clerk