

**Approved**

**Special Meeting of Blue Hills Fire Commission**

**Date: Thursday, July 23, 2020**

**Where: 1021 Blue Hills Fire Department**

**Time: 7:00pm**

**Call to Order**

The meeting was called to order by Chairwoman Ariel Marzouca-Jaunai at 7:06 pm.

**Roll Call:**

Present Were: Chairwoman Ariel Marzouca-Jaunai, Commissioner Sheray McDowell, Finance Director Errol Bartley and Fire Chief Willie Jones.

**Others Present:**

Barbara Taylor, Nelson K. Carter, Sr., Firefighter Justin Cusson and Lucretia Johnson

**Discussion and Anticipated Action on the Needs of the Organization**

Chief Jones stated that he's been with the Blue Hills Fire Department for a long time and over the years he have seen different administrations come and go and at this point and time he thinks that we should look into getting a consultant, someone with knowledge of this operation, whether it's a single person or a group to come in to evaluate the operation of this fire department. Chief Jones also stated that the fire department have never been evaluated and thinks that an impartial recommendation should be considered in the way we operate as we move the department forward by a single or independent group of individuals who is knowledgeable about the operations of a fire department. He also would like the SOGs reviewed and updated by someone who is independent and knowledgeable when it comes to general operating procedures as well. He also stated that he does not know the cost associated with this assessment; however, it needs to be done as it has never been done before.

Chairwoman Ariel Marzouca-Jaunai also stated that one person should not have access to the department's operating system, as there should always be a backup person just in case something happens. She stated she would like to institute that policy and would like to see those duties directed to the clerk's office, as that office is capable of carrying out those duties. She also stated that the website needs to be updated as well. Chairwoman Marzouca Jaunai stated we have a lot on our agenda as we get re-organized and move the district forward. Commissioner's Rules or Bylaws needs to be in place also.

Chairwoman Ariel Marzouca-Jaunai stated that Chief Nelson Carter, Sr., 33 years retired Chief from the Hartford Fire Department is here with us tonight. He is a citizen of our district and is valuable to our department who is here to help us in any way he can. Chairwomen Ariel Marzouca-Jaunai also stated that Chief Jones have been with the Blue Hills Fire Department for over 40 years, he worked his way up through the ranks as Captain, Interim Fire Chief and now he's the Chief. After Chief Jones evaluated his duties, he decided he does not want to be paid for his work, he would like to volunteer his time, and he stated that the department should hire

a firefighter instead. After much discussion, it was agreed that Nelson Carter Sr., would put Chief Jones in touch with someone that could help get a group together to assess our needs.

**Discussion and Anticipated action to set the Date, Time for Special Commissioner's Election to fill a one year term that ends June 30, 2021**

Chairwoman Ariel Marzouca-Jaunai stated that Former Commissioner Mark Manson stepped down from his post, each Commissioner have a 3-year term and Former Commissioner Mark Manson had one (1) year left in his term, we need to set a date for a Special Election to fill the rest of his term. Chairwoman Ariel Marzouca-Jaunai suggested that we have the election on Friday, August 21<sup>st</sup>, 7pm-9pm, which will be a drive-thru/walk-up vote. After a brief discussion regarding the date, everyone agreed on Friday, August 21<sup>st</sup>, 7pm-9pm. A motion was made by Chairwoman Ariel Marzouca-Jaunai and seconded by Commissioner Sheray McDowell. The motion carried unanimously by voice votes.

**Discussion and Anticipated action to set date to continue with Committee on creating Commissioner's Rules and Procedures**

Chairwoman Ariel Marzouca-Jaunai stated that we started creating Commissioner Rules and Procedures last year, we had quite a few meetings and would like to continue and suggested starting in September on the last Thursday in every month. First meeting will be September 24<sup>th</sup> at 7:00 pm. Refreshment will be provided. Everyone in attendance agreed. Chairwoman Ariel Marzouca-Jaunai made a motion to continue the Bylaws/Rules and Procedures for Commissioners and to meet with the Committee on the last Thursday of every month starting September 24<sup>th</sup> at 7pm. Motion was seconded by Commissioner Sheray McDowell. The motion carried unanimously by voice votes.

**Adjournment**

Chairwoman Ariel Marzouca-Jaunai made a motion to adjourn. Motion seconded by Commissioner Sheray McDowell. The motion carried unanimously by voice votes.

Meeting adjourned at 7:31pm

Respectfully Submitted

Donna Banks  
District Clerk/Treasurer