

Blue Hills Fire District
Board of Fire Commissioners Meeting
Date: Wednesday, September 2, 2020
Location: 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 asked that we observe a moment of Silence.

Roll Call

Commissioner Ariel Marzouca-Jaunai, Commissioner Sheray McDowell, Commissioner Michelle Adams. Also present were: Fire Chief Willie Jones, Director of Finance and Administration, Errol Bartley, Fire Marshall, Bill Lewis and Community Outreach Director, Lieutenant Vincent Jaunai.

Audience Present

Paul DeCrisantis, Nelson K. Carter, Sr., Kesone Telfer, Barbara Taylor, Milton Salmon, Shaddy Kessing, Nyagid Beryth, Toni Wimberly and names unable to read.

Welcome Commissioner Michelle Adams

Commissioner Ariel Marzouca-Jaunai welcomed Commissioner Michelle Adams to the Board of Fire Commissioners and the other board members introduced themselves and welcomed her as well.

Election of Vice Chair

Commissioner Ariel Marzouca-Jaunai nominated Commissioner Sheray McDowell for Vice Chair. Commissioner Sheray McDowell accepted the nomination and Commissioner Ariel Marzouca-Jaunai asked if there were any other nominations; there were none and the nomination was closed. Commissioner Ariel Marzouca-Jaunai made a motion to nominate Commissioner Sheray McDowell as Vice Chair, motion was seconded by Commissioner Michelle Adams. Motion carried unanimously by voice votes.

Discussion and Anticipated Action with regard to the approval of minutes from Commissioner's meeting held on July 8, 2020, July 23, 2020 and August 13, 2020.

Commissioner Michelle Adams made a motion to accept the minutes from Commissioner's meetings held on July 8, 2020, August 13, 2020, and July 23, 2020 with the necessary corrections. Motion was seconded by Commissioner Ariel Marzouca-Jaunai. Motion carried unanimously by voice votes.

Presentation from ARTFX

Paul DeCrisantis and Shaddy Kessing from ARTFX gave a presentation on the proposed Electronic Message Center Sign that will replace the sign out front of the firehouse. It was stated that the message board will be free standing double sided, full color with aluminum

frames with an illuminated top cabinet. They also stated that the sign comes with a 5-year warranty which also included LED Modules, Controller, Power and Data Cables, Screen Hub Cloud and Software with Lifetime Training and Support and no regular maintenance will be needed. The sign is able to withstand winter weather as well as summer heat. There were several questions and answers.

Chief Report

Fire Chief Willie Jones reported that for the month of August there were 67 calls and 367 calls for the year. There were over 20 calls directly related to the tropical storm, with wires down as well as a tree had fallen into a house. In addition, there was one incident where a tank was on fire at 9 Belden Road, but was quickly put under control. Chief Jones also stated that the top 3 categories of the 67 calls were hazardous conditions, false alarms and burning without a permit. The Chief stated that he continues to receive applications for volunteers. There were no questions for the Chief.

Fire Marshal Report

Fire Marshal Bill Lewis stated that back in July, Stop & Shop was ordered to close their front exit. He inspected the fuel island at D.P.W and it was approved, he also stated that on Privilege Road, the Townhouses development at this moment is a circle, but will be a cul-da-sac when completed. Rehoboth Church is undergoing major renovation. The Fire Marshal's office completed 10 inspections and 15 plan reviews during the past month. There were no questions for the Fire Marshal.

Director of Finance and Administration Report

Director of Finance Errol Bartley stated that we have an approved budget for 1.9 million with a deferment for payment of taxes from the State of Connecticut. To date we have collected approximately 95% of the collections that was projected. We are in good standings with our financials. There were no questions for the Finance Director.

Training

Fire Chief Willie Jones stated that he is happy to announce that 2 Firefighters received their Fire 2 State of Connecticut Certification and another Firefighter will need to retake a portion of the exam. In addition, one Firefighter received their Fire 1 Certification, and another Firefighter will need to retake a portion of the exam. Chief Jones also stated that a new training committee was formed. We also have 2-3 firefighters that will be taking the Connecticut State Fire Instructor's Class. There were no questions for the Chief.

House Report

Fire Chief Willie Jones stated that he is getting quotes for the new Key Fob System. There were no questions for the Chief.

Community Outreach Report

Lieutenant Vincent Jaunai, Community Outreach Officer, stated that no activities have been taking place due to COVID-19. However, the Christmas Parade Committee met, and the Parade will be held the first Saturday in December. Commissioner Michelle Adams asked about looking

into working with BATV to see if a series of online Fire Education information can be put on BATV for folks that are home due to COVID. Lieutenant Jaunai stated that he will look into it. There were no further questions.

Department Concerns/Good and Welfare

Commissioner Ariel Marzouca-Jaunai pointed out to the Commissioners that they have handouts in their folders regarding the Blue Hills Fire District that they should read; and the following information was given to each Commissioners: A Professional Reference Directory (aka SOG), Connecticut Freedom of Information rules, and a copy of BHFD hiring process. Commissioner Jaunai stated that the SOG's contains the BHFD rules, however, it needs to be updated and the Chief will work on updating it, submit it to the Board, the Board will review, vote and submit it to the Attorney for a final check. Commissioner Ariel Marzouca-Jaunai stated that last year the Commissioners set up a Bylaws Committee, we had several meetings, and compiled lots of information and therefore, we will resume meeting again on September 24, 2020. We also will be working on updating the website. Commissioner Ariel Marzouca-Jaunai, also stated, it appears that Thanksgiving and Christmas dinner that we normally celebrate with our members may not happen this year because of COVID-19, however, we will continue to give them the \$50.00 gift card that we normally give to them. There were no questions or comments.

Citizens Statements/Comments

None

Payments of Invoices and Vouchers

Commissioner Ariel Marzouca-Jaunai asked for a motion to pay all invoices and Vouchers. Motion made by Commissioner Sheray McDowell, seconded by Commissioner Michelle Adams. Motion carried unanimously by voice votes.

Anticipated Executive Session for the purpose of discussing employment of a district employee and bids for Signpost and Hurst Tool

Commissioner Ariel Marzouca-Jaunai asked for a motion to move into Executive Session. Motion made by Commissioner Michelle Adams, seconded by Commissioner Ariel Marzouca-Jaunai. Motion carried unanimous by voice votes to move into Executive Session at 7:40pm with Commissioner Michelle Adams, Commissioner Sheray McDowell, Chief Willie Jones and Attorney Patrick McHale. At 8:55pm, Finance Director Errol Bartley and Lieutenant Vincent Jaunai entered Executive Session.

Executive Session Ended at 9:01pm

Commissioner Ariel Marzouca-Jaunai made a motion to use ARTFX to install the Electronic Message Center Sign Board in the amount of \$25,000 and to purchase Hurst Tools from Firematic Supply Company. Motion was seconded by Commissioner Michelle Adams. Motion carried unanimous by voice votes.

Adjournment

Commissioner Ariel Marzouca-Jaunai entertained a motion to adjourn. Motion seconded by Commissioner Michelle Adams. Motion carried by unanimous voice vote.

Meeting adjourned at 9:05pm

Respectfully Submitted

Donna Banks
District Clerk/Treasurer

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