

Blue Hills Fire District
Board of Commissioner Meeting
Date: Wednesday, January 6, 2021
Location: Remote Zoom Meeting
Time: 7pm

Call to Order.

The meeting of the Blue Hills Fire District Board of Commissioners was called to order at 7:10pm by Commissioner Sheray McDowell.

Observance of a Moment of Silence - A Moment of Silence will be observed.

Roll Call

Fire Chief Willie Jones, Commissioner Ariel Marzouca-Jaunai, Commissioner Sheray McDowell, Commissioner Michelle Adams and Fire Marshal, Bill Lewis.

Audience Present - Unrecognized via Zoom

Discussion and Anticipated Action with regard to the approval of the minutes from Commissioner's Virtual Zoom meeting held on November 4, 2020.

Clerk Banks stated that the Virtual Zoom Meeting Minutes was on the website. The Virtual Zoom Meeting Minutes was not approved.

Chief Report

Fire Chief Willie Jones stated that there were 479 calls since the last meeting, approximately a decrease of 5% where in 2019 they responded to 504 calls. For the training report, because of the COVID out-break, the Fire Department have been conducting online training with Target Solutions the past several weeks and did CPR Training at BVA and a remote class with Eversource. Chief Jones also stated that he is in the process of lining up and hosting an Extrication Course for this spring, which will be opened to other area fire departments. House Report – A cleaning person has been cleaning and sanitizing the firehouse to stay ahead of the COVID outbreak.

Fire Marshal Report

Fire Marshal Bill Lewis stated that the inspection at Privilege Road Clubhouse was approved, a fire on Brookline Avenue was a stove problem with the self-cleaning oven, sent fire report to the owner, spoke with Boost Mobile in Copaco Center about the improper use of a propane construction heater, reviewed many plan reviews, attended state mandate training, and provided the State Fire Marshal's Office two names for their mandate reporting which will be Firefighter Brendan Riley and myself, William Lewis. The Fire Marshal's office completed 14 inspections during the past month and in the process of completion of 10 Plan Reviews and no Fire Investigations. The Complete Fire Marshal's Report is attached.

Director of Finance and Administration Report

Director of Finance Errol Bartley was absent; however, the monthly Financial Report was e-mailed to each Commissioner.

Community Outreach Report

LT Vincent Jaunai, Community Outreach Officer was absent. Chief Willie Jones stated that Lt. Jaunai spoke with the Vice President (Jennifer Marshall-Nealy) of BATV and she stated that at this time it is impossible to create a video for seniors as they do not have no internet connection with Comcast or Eversource so they currently streaming their programs through YouTube. On November 24th, we conducted a fire drill at the Crec River Academy School and on December 19, the Fire Department partnered with the Hartford Alumni Chapter of Kappa Alpha PSI Fraternity, Inc. for their drive-through toy drive that was held at Rehoboth Church of God, it was a huge success.

Department Concerns/Good and Welfare - None.

Citizens Statements/Concerns

Robert Farmer asked several question regarding NPA 17-20 and NPA 19-10 and if standards are met. Jacqueline Massey-Greene was concerned about Firefighters driving for lunch in different places, they should stay in their district to eat/buy food.

Payments of Invoices and Vouchers

Motion made by Commissioner Michelle Adams, seconded by Commissioner Sheray McDowell. Motion approved by unanimous voice votes with no further questions or discussion.

Discussion and Anticipated action regarding the approval of the District Attorney's Agreement

Commissioner Michelle Adams stated that there are a few items to look at: terms of the contract for Attorney Schulman's retainer - in the contract it is stated, compensation will be \$300.00 an hour but would like to discuss with Attorney Schulman to accept \$275.00 an hour. A motion was made by Commissioner Michelle Adams, seconded by Commissioner Sheray McDowell to approve agreement with the amended language. There was no further discussion.

Discussion and anticipated action regarding Personnel matters

Motion made by Commissioner Michelle Adams, seconded by Commissioner Sheray McDowell to go into Executive Session at 8pm. Executive Session ended at 9:00pm.

A motion was made by Commissioner Michelle Adams to take away Clerk Donna Banks employee status from the BHFD, seconded by Commissioner Sheray McDowell.

Commissioner Michelle Adams made a motion to have access to Keys to the Financial Director's office, seconded by Commissioner Sheray McDowell

Adjournment

Commissioner Sheray McDowell adjourned the meeting at 9:05pm.

Respectfully Submitted

Donna Banks
District Clerk/Treasurer

BLUE HILLS FIRE MARSHAL'S
MONTHLY REPORT.

1. Thursday 11/05/20
 - a. Attended CT. Chapter International Association of Arson Investigators annual Seminar.
2. Monday 11/09/20
 - a. Answered voice and email messages
 - b. Administrative duties
 - c. Inspected tenant fit-out at 131 Phoenix Crossing, Pioneer aerospace – APPROVED
 - d. Provided to the State Fire Marshal's Office two names for their mandated reporting. Brendan Riley and William Lewis.
 - e. Code research for a financial institution on 74 Granby St.
 - f. Inspection at Rehobeth Church concerning on-going construction – APPROVED.
 - g. Certificate of Occupancy Inspection for 122 W. Dudleytown RD, Camp Bow Wow – APPROVED
 - h. Responded to illegal burning without a permit at 44 Cottage Grove Cir.
3. Tuesday 11/10/20
 - a. Answered voice and email messages.
 - b. Annual Inspections New Creations Day Care 522A Cottage Grove Rd. – APPROVED
 - c. Filed inspection reports for past month.
 - d. Met with owner (Luis Torruelia) of 44 Cottage Grove Cir. concerning open burning and educated him on the proper method of obtaining a permit and what can be legally burned.
 - e. Reviewed and signed off on Bloomfield Health Center's Emergency Plan.
4. Friday 11/13/20
 - a. Signed and reviewed emergency plans for the Board of Education at schools.
5. Monday 11/16/20
 - a. Answered voice and email messages
 - b. Administrative duties.
 - c. Inspection at Privilege Road Clubhouse – APPROVED
 - d. Responded to 12 Forest with the FD for a lockout problem in an interior room.
6. Tuesday 11/17/20
 - a. Answered voice and email messages
 - b. Researched BHFD responses to calls.
 - c. Met with Building official concerning on -going projects.
 - d. Responded to fire alarm at 31 Tobey Rd – workers on roof repairing HVAC. Put alarm on test until complete.
7. Wednesday 11/18/20
 - a. Answered voice and email messages
 - b. Code research on propane tank installation.
 - c. Plan reviews
 - d. Picked up construction plans at Town Hall.
8. Monday 11/23/20
 - a. Answered voice and email messages.

- b. Met with Chief Jones concerning problem with Fire Marshal call out. Dispatcher not leaving any messages.
 - c. Met with manager and assistant manager of Lowes concerning sprinkler problems. To be rectified immediately.
 - d. Responded with the FD to 79 Englewood for low hanging wires.
 - e. Plan review proposed building 111 Phoenix Crossing.
9. Tuesday 11/24/20
- a. Answered voice and email messages
 - b. Temporary Certificate of Occupancy Inspection at Rehobeth Church – NOT APPROVED
 - c. Re-inspection of Rehobeth Church renovations – APPROVED
10. Monday 11/30/20
- a. Answered voice and email messages
 - b. Reviewed and corrected RED NMX reports
 - c. Administrative duties
 - d. Sent copy of 5 Brookline Ave fire report to building owner, Carol Lawrence.
 - e. Met with Wayne Casper Board of Ed concerning alarm problems at carmen Arace School
11. Tuesday 12/01/20
- a. Answered voice and email messages
 - b. Plan review- 111 Phoenix Crossing - problem with door swings
 - c. Conversation with Fire Investigator concerning 5 Brookline Ave. fire.
12. Wednesday 12/02/20
- a. Conversation with Building Official concerning plan review of 111 Phoenix Crossing concerning a planned warehouse with offices.
13. Thursday 12/03/20
- a. Completed plan review of 111 Phoenix crossing and approved the permit in Town of Bloomfield's website.
14. Monday 12/07/20
- a. Answered voice and email messages
 - b. Administrative duties
 - c. Sent copy of fire report to LexisNexis for insurance company.
 - d. Conferred with Boost Mobile COPACO Center about improper use of a space heater in the store.
 - e. Sent copy of last inspection report to new management company (UP Realty) of Wedgewood Apts.
15. Tuesday 12/08/20
- a. Answered voice and email messages
 - b. Corrected errors on state mandated reports
 - c. Plan review for KAMAN's proposed building – APPROVED.
16. Sunday 12/13/20
- a. Plan review 50 Old Windsor Rd.
17. Thursday 12/17/20
- a. Completed plan review 50 Old Windsor Rd.
18. Friday 12/18/20
- a. Answered voice and email messages

- b. Administrative duties
- c. Put keys in Knox box at 199 Privilege Rd. the clubhouse for the housing complex.
- d. Completed paperwork for Building Dept.

19. Monday 12/21/20

- a. Answered voice and email messages
- b. Administrative duties
- c. Corrected rejected state fire reports
- d. Attended state mandated training

20. Tuesday 12/22/20

- a. Answered voice and email messages
- b. Annual inspection Wedgewood Apartments – APPROVED
- c. Installed knox box with keys at Camp Bow Wow 122 W. Dudleytown Rd
- d. Responded to water flow alarm at Lowes- dry system pipe froze. To get it repaired asap and provide a fire watch until it is repaired.

21. Monday 01/04/21

- a. Answered voice and email messages
- b. Administrative duties
- c. Completed 5 plan reviews

22. Tuesday 01/05/21

- a. Answered voice and email messages
- b. Reviewed state mandated reports for new federal requirements
- c. Attended state mandated training.

** The Fire Marshal's office completed 14 inspections during the past month and in the process of completion of 10 Plan Reviews and 0 fire investigations.