

COMMISSIONERS MEETING
Blue Hills Fire District Headquarter

1021 Blue Hills Avenue
Bloomfield, CT. 06002

Wednesday, July 5, 2017
7:00 p.m.

Minutes

PRESENT: Chairman Commissioner Tanya Farmer, Commissioner Marzouca Jaunai, Commissioner Jacqueline Massey-Greene, Errol Bartley and District Clerk Valda Thompson.

CALL TO ORDER: The Fire Commissioners meeting was called to order by Chairman Tanya Farmer at 7:00 p.m. A moment of silence was observed.

Chairman Tanya Farmer made a motion to amend the agenda, adding line 13 to be election of the Board Chair. The motion was seconded. The motion carried unanimously.

ELECTION OF A CHAIRPERSON OF THE BOARD OF FIRE COMMISSIONERS

Commissioner Farmer asked if there were any nominations for Chairman of the Board. Commissioner Massey-Green Nominated Commissioner Marzouca-Jaunai. Commissioner Marzouca-Jaunai accepted. Commissioner Farmer nominated herself and accepted her nomination. A motion was made by Commissioner Massey-Greene to elect Commissioner Marzouca-Jaunai for the Chair effective July 5th, 2017 through June 30th, 2019, a two-year term. The motion was seconded. The motion carried.

Chair Ariel Marzouca-Jaunai made a motion for the Board of Fire Commission to have a Vice Chair. The motion was seconded. The motion carried. Chair Marzouca-Jaunai nominated Commissioner Jacqueline Massey Green to be the Vice Chair of the Board of Fire Commissioner for the term of two years effective July 5th, 2017 through June 30th, 2019. Commissioner Massey Greene accepted. There were no other nominations. Chair Marzouca Jaunai made a motion to elect Commissioner Massey Green as Vice Chair. The motion was seconded. The motion carried.

READING OF PREVIOUS MONTH'S MINUTES:

District Clerk Valda Thompson read the minutes from April's meeting and the minutes from June's meeting held on June 7, 2017. The minutes from April's meeting was not approved. There is a disagreement on what was stated at the April's meeting in reference to the District matching funds raised for the Bloomfield Raiders. District Clerk Valda Thompson stated that she deleted April's minutes in error; therefore, we were not able to bring resolution to what was stated in reference to the matching funds.

Commissioner Farmer made a motion to accept June minutes with correction. The motion was seconded. The motion carried.

CHIEF'S REPORT: NONE

FIRE MARSHALL'S REPORT: NONE

TRAINING REPORT: Lt. James Davis congratulated firefighter Kevin Harrell for his ability to sign off to drive Engine 1 and Engine 4.

INTERIM DIRECTOR OF FINANCE AND ADMINISTRATION REPORT: Mr. Errol Bartley stated the District's finances are in good standing for fiscal year ended June 30, 2017.

HOUSE CAPTAIN'S REPORT: NONE

SAFETY OFFICER'S REPORT: NONE

COMMUNITY OUTREACH REPORT:

Firefighter Jaunai stated that on June 26, 2017, two Interns were selected to join the Blue Hills Fire Department Explorer's program for six-weeks. Firefighter Jaunai also asked for a donation to be made to the Wethersfield Fire Department for the continuous use of their smoke trailer.

DEPARTMENT CONCERNS/GOODS AND WELFARE:

Chair Marzouca-Jaunai welcomed Vice Chair Massey-Greene to the table. Vice Chair Massey-Greene stated the District is going to make some changes. We will work together, not apart; together.

Chair Marzouca-Jaunai acknowledges that Commissioner Jerry Hughes was with the District for 48 years as a volunteer and as a Commissioner. The Board of Fire Commissioners and the Blue Hills Fire District wants to thank him for his services and wish him well.

Chair Marzouca-Jaunai made a motion that the Blue Hills Fire District rents a P.O. Box for ALL incoming mails. District Clerk Valda Thompson will be in charge of distributing the mail in a timely manner. The motion was seconded. The motion carried unanimously.

Chair Ariel Marzouca-Jaunai made a motion to hire Errol Bartley as the Interim Director of Finance and Administration. The motion was seconded by Vice Chair Jacqueline Massey-Greene. The motion carried.

Commissioner Farmer made a motion to give a gift card to Commissioner Jerry Hughes for \$200.00. The motion was seconded Marzouca Jaunai. The motion carried.

Chair Marzouca-Jaunai made a motion to increase the intern's stipend from \$180.00 to \$200.00 per week. The motion was seconded by Commissioner Massey Greene. The motion carried.

Chair Marzouca-Jaunai made a motion to increase the fill in firefighter's wages from \$16.00 per hour to \$18.00 per hour. The motion was seconded by Commissioner Farmer. The motion carried.

Chair Marzouca-Jaunai made a motion to hire a Director of Finance and Administration as early as August 1, 2017. The motion was seconded by Vice Chair Massey-Greene. The motion carried.

Commissioner Tanya Farmer made a motion to donate \$300.00 to the Wethersfield Fire Department for the continuous use of their smoke trailer. The motion was seconded by Commissioner Jacqueline Massey-Greene. The motion carried.

Chair Marzouca Jaunai made a motion that the Board of Fire Commissioners continues to receive their yearly stipend of \$5,000.00 and gas allowance. The motion was seconded by Commissioner Farmer. The motion carried.

Commissioner Farmer made a motion to hold a meeting of the Legal Voters to adopt an ordinance that we hire a Director of Finance for the District in Lieu of electing a Treasurer. The motion was seconded by Chair Marzouca-Jaunai. The motion carried.

Commissioner Farmer made a motion to hold a special meeting on August 7, 2017. The motion was seconded by Chairman Marzouca-Jaunai. The motion carried.

Vice Chair Massey-Greene made a motion stating that if you are not a tenant at any of the fire houses and you have stored personal belongings there, they must be removed within 5 business days from July 5, 2017. The motion was seconded by Chairman Ariel Marzouca-Jaunai. The motion carried.

Vice Chair Massey-Greene made a motion that if your personal belongings are still stored at the Firehouse after 5 business days from July 5, 2017, The Blue Hills Fire District has the right to remove all personal items and do with

them, whatever deems fit at the owner's expense. The motion was seconded by Chair Ariel Marzouca-Jaunai. The motion carried.

Lt. James Davis wanted to know if the District will be filling the position of the retired Assistant Chief Rickis. Chair Marzouca-Jaunai made a motion effective immediately to start the process of hiring a paid firefighter to be overseen by the Board of Fire Commissioners. The motion was seconded by Vice Chair Massey-Greene. The motion carried.

Vice Chair Massey-Greene made a motion, effective immediately that the Board of Fire Commissioners amends the meetings from 12 months to 11 months removing the month of August from the schedule. The motion was seconded. The motion carried.

Chair Marzouca-Jaunai read an Appeal procedure for the paid staff of the Blue Hills Fire District. Commissioner Massey Greene made a motion to table the procedure. The motion was seconded Chair Marzouca-Jaunai. The motion carried.

Commissioner Farmer made a motion that we add to the agenda citizen's questions submitted and approved for answers. The motion was seconded by Chair Marzouca-Jaunai. The motion carried.

Vice Chair Massey-Greene requested 7 years' worth of Bank of America credit card statements from January 2011 to date for all credit cards. Mr. Errol Bartley stated there are some credit card statements that are missing.

Vice Chair Massey-Greene stated, there will be a committee formed to help with the Bylaws.

CITIZEN'S QUESTIONS SUBMITTED AND APPROVED FOR ANSWERS:

Does the District have Bylaws that describes the rules and responsibility of Commissioners?" Commissioner Farmer stated *The Board of Fire Commissioners operate by home rule, there are no written bylaws.*

Is there a subscription that lays out the budget process for roles played by various people involved like, Commissioners, Firefighters, or the public? *The establishment of the budget is an internal process that is completed by the Committee made up of The Board of Fire Commissioners, The Chief of Department and the Treasurer.*

CITIZEN'S STATEMENT AND COMMENTS:

Gregory Mitchell questioned, is there now a charter or recognition by the state? Commissioner Farmer stated yes, as a corporation.

PAYMENT OF INVOICES AND VOUCHERS:

Commissioner Farmer made a motion to pay all invoices and vouchers. The motion was seconded and carried.

ADJOURNMENT:

Vice Chair Jacqueline Massey Greene made a motion to adjourn the meeting at 8:20 p.m. The motion was seconded and carried.

Please note the next meeting is scheduled for Monday, September 11, 2017