

**TOWN OF MONTVILLE
PUBLIC SAFETY BUILDING COMMITTEE
Meeting
Thursday, December 6, 2012 at 6:00 p.m.
Montville Town Hall, Room 203**

1. Call to Order.

Chair Jack Platt called the meeting to order at 6:00 p.m.

2. Roll Call.

The following were present: Leonard Bunnell, William Bucko, Dave Jetmore, Jon Leonard, Paul Lewis, John MacNeil and Jack Platt. Also present were Mayor McDaniel and State Trooper Martin Martinez. Committee members Chris Ida and Ray Coggeshall were absent.

3. Pledge of Allegiance.

All stood and pledged the flag.

4. Discussion to finalize plans for the Ribbon Cutting Ceremony and Open House.

Committee member Mr. John McNeil provided a thorough overview in regards to the planning and effectuation of the up and coming Public Safety Building Ribbon Cutting and Open House Ceremony on January 12, 2013 that included the following:

- Preprinted handout
- Draft of press release
- Program handout
- Proposal is in place to provide a special time (3:00PM TO 4:00PM) for Elementary School Students to attend
- John McNeil provided an activity tracking chart which outlines all events associated with the ribbon cutting and open house
- Reserved seating for handicapped and dignitaries was discussed
- The general tour of the building will be in a clockwise direction with refreshments provided by Stop and Shop located in the sally port
- Construction progress photos will be shown on a dedicated monitor
- Mayor McDaniel, Chairman Platt and John McNeil will meet to determine speakers for the event
- John McNeil requested that any and all suggestions to enhance the program be e-mailed to him no later than Monday, December 10, 2012

5. Location of Lobby Telephone.

Chairman Platt indicated that through his discussions with all parties the new lobby telephone will be mounted on the east wall adjacent to the 911 window

6. Adjournment.

Motion: That the meeting is adjourned
Proposed by : Chairman Platt
Vote: Carried unanimously at 6:45PM
Respectively: Jack Platt Chair
Bill Bucko Co-Chair