

**\*AMENDED\* (5/5/15)**  
**Town of Montville Public Safety Commission**  
**Regular Meeting Minutes**  
**Monday, April 28, 2014 – 7:00 p.m.**  
**Town Council Chambers – Town Hall**

**I. Call to Order**

Commissioner Moran called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

All stood and pledged the flag.

**3. Roll Call**

Present at the meeting were Commissioners Elizabeth Adams, Gary Allyn, Joseph DePasquale, Steve Loiler, Eric Rousseau, and James Moran. Also present was Mayor Ronald McDaniel, Town Council Liaison Laura Tanner, Lt. Leonard Bunnell, Resident State Trooper Sgt. Martin Martinez, and Fire Marshal Ray Occhialini. Commissioner David Jetmore was absent.

**4. Amendments to the Agenda -- None**

**5. Communications**

- a. Copies of monthly statistics reports from the Fire Marshal, Fire Departments, Police Department, Animal Control and Building Official.

Fire Marshal Occhialini commented that a monthly report was submitted by the Fire Marshal and transmitted electronically to the Commissioners. Report summary as follows:

- Fees collected as March 2014 are \$74,009.50 representing 185% of 2013-2014 anticipated revenue
- New fire marshal vehicle is in service
- Status on current projects within Montville
- Emergency Management update:
  - Hazardous Material Response Plan and Emergency Response Plan for AED/CPR Policy for consideration and action by Commission.
  - Hosted a CL&P electrical safety program for fire and public safety personnel
  - Working with School Safety Committees regarding submission of School Safety Plan to the State Emergency Management Region 4 by July 1
- 228 dispatched fire and EMS calls in March 2014

- Meetings with KX Regional Dispatch continue—Town Council approved resolution for Mayor to apply for grants up to \$250,000 so that KX and Montville are compatible.

Lt. Bunnell commented on the monthly police report as follows:

- Statistics as of March 2014—total calls for March 2014 were 1494 (*Handout #1*)
- Completion of the charge for the Ad Hoc Montville Law Enforcement Feasibility Committee
- Preparations for the annual Memorial Day Parade
- Officer training with the K-9 dog to begin on Monday, May 5—the K-9 dog has two weeks of training remaining
- Monthly statistical report from Animal Control (*Handout #2*)

**6. Approval of Regular Meeting minutes of March 24, 2014**

Motion made by Commissioner Loiler, seconded by Commissioner DePasquale to approve the minutes of March 24, 2014, minutes as submitted; discussion, none; voice vote 6-0; all in favor; **motion carried.**

**7. Remarks from the Public**

Commissioner Moran asked three times for remarks. There were none.

**8. Remarks from Department Heads -- None**

**9. Reports from Committees and Public Safety Liaisons -- None**

**10. Unfinished Business**

**a. Update from the Mayor on the purchase of a K-9 dog.**

Mayor McDaniel reported that the K-9 dog has been purchased and is currently in the training program. In response to a question by Commissioner Loiler concerning retrofitting of the police vehicle and home needs for the dog, the Mayor said that the officer had submitted a list of equipment needed and that the vehicle was retrofitted when acquired. Sgt. Martinez responded to Commissioner Moran that there is a canine cage for impoundment.

**b. Modify the current policy on police uniforms to include the newly purchased lime green “construction type” shirts and vest for road jobs.**

Lt. Bunnell reported that the policy is still under revision.

- c. **Town Counsel Charge *approved 12-9-13*: THE TOWN OF MONTVILLE HEREBY RESOLVES to form an ad-hoc committee to investigate the feasibility of establishing an organized police department. The charge of this committee will be to look into the cost and feasibility of changing from a resident trooper program to an independent organized police department. This committee shall consist of 9 members and the make-up will be as follows: (2) members from the Town Council, (2) members from the Public Safety Commission, (5) members at large having no ties to the current police force or other political organization within the town of Montville. Once established this committee will report back to the Town council within 90 days after their first meeting with their findings, cost estimates and other pertinent information.**

Motion made by Commissioner DePasquale; seconded by Commissioner Loiler to approve the ***amended*** charge (*copy attached*) for the Ad Hoc Committee per the Town Counsel charge approved 12-9-13 to investigate the feasibility of establishing an organized police department. Per discussion, Commissioner DePasquale reported that with the help of Lt. Bunnell the content of the report from the subcommittee was minimized for recommendation by the Commission and to then forward on to the Town Council for approval. Town Councilor Tanner stated that the proposed charge had been forwarded on to the Town Council. Voice vote 6-0; all in favor; **motion carried.**

**d. Continuation of discussion regarding Narcan.**

Mayor McDaniel stated that this issued was discussed at last month's Commission meeting and said that there were liability issues for the Town that had yet to be resolved. Commissioner Allyn commented that State regulations must be changed for use by first responders.

Motion by Commissioner Loiler; seconded by Commissioner DePasquale to remove the discussion regarding Narcan from the agenda; discussion, none; voice vote 6-0; all in favor, **motion carried.**

**e. Continuation of discussion regarding fitness standards for the police department.**

Sgt. Martinez stated that the issue regarding fitness standards has for the police department has to be addressed with the union.

**11. New Business**

**a. Consideration and action of Town of Montville Hazardous Material Response Plan. (submitted electronically to Commission)**

Fire Marshal Occhialini said that the plan was worked on over the winter. The plan will be Annex L of the Town Emergency Operations Plan with Safety Data Sheets attached and it will also be a checklist that will be attached as an addendum to the emergency plan.

Motion made by Commissioner Rousseau; seconded by Commissioner Adams to recommend the approval of the Town of Montville Hazardous Material Response Plan and forward it on to the Town Council; discussion, none; voice vote, 6-0; all in favor; **motion carried.**

**b. Consideration and action of Town of Montville Emergency Response Plan for AED/CPR Policy.(Heart Safe Workplace by State of CT Department of Health) (submitted electronically to Commission)**

The policy will be used to assess the Town as a “Heart Safe Workplace” by the State of CT Department of Health.

Motion made by Commissioner Moran; seconded by Commissioner DePasquale to recommend the approval of the Town of Montville Emergency response Plan for AED/CPR Policy; discussion, none; voice vote 6-0; all in favor; **motion carried.**

**12. Remarks from the Public**

Commissioner Moran asked three times for remarks. There were none.

**13. Remarks from the Mayor**

Mayor McDaniel commented on the following:

- Update on local traffic authority regarding casino expansion. Met with the Town Planner M. Vlaun and Lt. Bunnell and discussed concerns about the submitted traffic study that has been sent on to the State for review. The expansion and the sports bar that is being opened on casino property will impact local road traffic and increase patrols.
- A decrease in State revenues will impact Pilot and Mohegan/Pequot funds that will adversely affect the Town’s budget.

- The Route 163 Fox Brook bridge replacement project will begin May 3 and end no later than October 15, 2014. Pre-construction information has been obtained concerning road closures and detours.

**14. Remarks from the Town Council Liaison**

Town Councilor Tanner remarked that she was looking for action from the Commission regarding the Public Safety Study.

**15. Remarks from Commissioners**

Commissioner Adams asked whether action regarding the Public Safety Study could be put on the agenda for discussion. Commissioners agreed to meet at 6:00 p.m. prior to its next regular meeting on May 19 to discuss the same. The Mayor will check the availability for a room and he reminded the Commission on the requirements for posting a special meeting.

Commissioner Allyn remarked on the charge for the ad hoc committee regarding a list of activity on the police side versus the fire side whereby CCM is doing a report with the state and with departments that do not have an issue.

**16. Adjournment**

Motion made by Commissioner Loiler, seconded by Commissioner Adams to adjourn the meeting at 7:24 p.m.; discussion, none; voice vote 6-0; all in favor; **motion carried.**

Submitted by: Gloria J. Gathers/Recording Secretary

**Attachment:**

CHARGE FOR AD HOC COMMITTEE  
(Amended)

Section 1 - Establishment and Duties

- a. This ad hoc Committee shall be known as the Montville Law Enforcement Feasibility Committee. It shall be the responsibility of the Committee to investigate, document and report its finding to the Montville Town Council any and all advantages and/or disadvantages to the Town of Montville transitioning from the current Constabulary under the Connecticut State Police - Resident Trooper Program to a statutorily recognized organized Police Department with a Chief of Police. This Committee will consist of nine (9) members and the make-up will be as follows: two (2) members from the Town Council, two (2) members from the Public Safety Commission, and five (5) members at large. This Committee will report its findings in writing to the Town Council in six (6) month after their first meeting.

Section 2 - Identifiable Topics to Report

- a. Current language of the Montville Town Charter Section 408. Public Safety Commission and all applicable town ordinances
- b. Administration as it applies to agency organizational structure (i.e. reports and records)
- c. Organizational developments (i.e. staffing, support staff)
- d. Cost assessments (i.e. adding necessary divisions)
- e. Dispatch and Communication needs (i.e. duties and responsibilities, staffing)
- f. Comparable towns
- g. Department Policy and Procedure changes
- h. Overseeing authority