

**Town of Montville Public Safety Commission
Regular Meeting Minutes
Monday, March 23, 2015 – 7:00 p.m.
Town Council Chambers – Town Hall**

1. Call to Order.

Commission Chair David Jetmore called the meeting to order at 7:04 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Commissioners present were Elizabeth Adams, Joseph DePasquale, James Moran, Karen Perkins, and David Jetmore. Also present were Lt. Leonard Bunnell, Mayor Ronald McDaniel, Fire Marshal Ray Occhialini, and Town Council Liaison Laura Tanner. Commissioners Gary Allyn was absent.

4. Amendments to the Agenda. – None

5. Communications: Copies of monthly statistics reports from Fire Departments, Fire Marshal, Police, Animal Control, and Building Official.

Commissioner Jetmore stated that all reports with the exception of the Building Report were submitted to the Commission electronically. Mayor McDaniel explained that the delay in the Building Report was due to extreme business with the Meadow apartments in the Town whose tenants were relocated.

6. Approval of Regular Meeting Minutes of February 23, 2015.

Motion made by Commissioner Moran; seconded by Commissioner Jetmore to approve the regular meeting minutes of February 23, 2015, as presented. Discussion, none; voice vote, 5-0; all in favor, motion carried.

7. Remarks from the Public (agenda items only – three-minute limit).

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

8. Remarks from Department Heads.

Fire Marshal Occhialini's report summarized current projects under his purview and the status of emergency management local and regional as follows:

- Paperwork is being submitted to the State for potential reimbursement for the blizzard.
- K-1 tablets are being distributed for the Millstone Zone according to the State plan.
- Re-evaluation of the Millstone 10-Mile Emergency Planning Zone is being done with the State and should be finalized this summer.
- The Town Emergency Operation Plan is being updated and saving the data to CD that will be searchable by Fire and Police.
- There were 184 fire and EMS calls in February 2015.
- The 911 equipment will be install in May at the Montville PSAP and training for the equipment will be done with employees by the State.

Fire Marshal Occhialini also expressed his support in having the Commission act on the Public Safety Plan. He stated that he was at a deposition last Friday and was asked a question about the plan. He also suggested that discussions commence concerning the Fire aspect of the plan and that agreements with the fire stations be pursued. Fire Marshal Occhialini also volunteered to sit on the committee once it is established.

Lt. Bunnell reported that two (2) candidates are currently enrolled at the police academy and are half-way through the training. Thus, the April testing seat has been cancelled and the hope is to make the one in July. He, too, encouraged and recommended that the Commission act on the Public Safety Plan. Lt. Bunnell also stated that it was imperative that the Commission supports the police budget that requests 30 staff inclusive of a chief. The ad-hoc Montville Law Enforcement Feasibility Committee ("MLEFC") has recommended a staff of 33.

9. Reports from Committee and Public Safety Liaisons.

Commissioner DePasquale reported on the MLEFC that is preparing a draft report that will be submitted not later than early May. He said there are two (2) separate proposals in the report— Resident Trooper manpower requirements versus that of an independent police department. The report will be submitted to the Town Council with a breakdown of the costs associated with each proposal. Commissioner Moran commented that there would be a difference in costs between support staff versus sworn staff.

10. Unfinished Business.

- a. **Status update on interview for lateral transfer police applicants.**

This item was discussed at the last meeting and will be removed from the agenda.

b. Status update on interviews of entry level candidates.

Commissioner Jetmore reported that there are eleven (11) entry level candidates to interview and proposed dates for the interviews are April 1 – 4, 2015, for 3 ½ hours a day. Discussion followed as to which commissioners would be available. Commissioner Jetmore said he would be there all three (3) days; Commissioner Adams agreed to two (2) days; and Commissioner Perkins said to call her if she is needed. Commissioner Jetmore added that Resident Trooper Smith would not be attending as he is retiring.

c. Consideration and action to accept the Public Safety Plan/Almont Study (Jetmore).

Commissioner Jetmore explained that the vote for acceptance of the Public Safety Plan ("PSP") was postponed from the meeting last month so that Commissioner Perkins would have time to review it. For the benefit of Commissioners Perkins and Adams, Commissioner Jetmore summarized how the plan came into existence.

Motion made by Commissioner Jetmore; seconded by Commissioner Moran to accept the Public Safety Plan, as presented. Discussion: Commissioner DePasquale stated that the Commission needs to act now that Lt. Occhialini has brought to light its use during litigation proceedings. Mayor McDaniel commented that the Town Charter was challenged; the issue was brought out and went through RFP; and funds were dispensed for the plan once a firm was chosen. He added that the Commission's acceptance of the plan is not an endorsement of it but instead is "a planning framework and living document." Mayor McDaniel further said that some of the suggested changes to the plan have been done. Commissioner DePasquale questioned the wording of the motion. Commissioner Jetmore withdrew his motion.

Motion made by Commissioner DePasquale; seconded by Commissioner Adams to accept the Public Safety Plan/Almont Study without specific endorsement of the recommendation therein. Discussion, none; voice vote, 5-0; all in favor, motion carried.

Town Liaison L. Tanner asked about the creation of a subcommittee regarding the fire portion of the PSP. In response to Commissioner Perkins, Mayor McDaniel explained that fire departments are exclusive entities with a system of paid staff—Chief Ron Turner (Montville), Chief Gary Murphy (Oakdale), Chief Keith Truex (Chesterfield), Chief Joe Giangrasso (Mohegan--and volunteers.

Mayor McDaniel explained that the police sections of the PSP have already been reviewed by the Commission. Commissioners Perkins and Commissioner Adams concurred that they would like to see the fire portion of the PSP vetted by the fire chiefs and questioned their lack of involvement. The Mayor explained that some of the fire operational expenses and equipment are paid for by the Town. Commissioner Jetmore added that the Commission has used the recommendations of Fire Marshal Occhialini and Lt. Bunnell based upon their experiences and the fact that they have cooperated fully with the Commission. Mayor McDaniel suggested that the Commission speak with the fire chiefs on specific parts of the plan instead of creating a subcommittee. Commissioner Jetmore charged Commissioners Perkins and Commissioners Adams with contacting and meeting with the Town fire chiefs about the PSP and contracts for service their areas. Commissioner Jetmore also noted that the Commission was short one member due to the resignation of Commissioner Rousseau and suggested that another member from the fire department be recruited to the Commission to balance it.

11. **New Business.** – None

12. **Remarks from the Public (non-agenda items—three-minute limit).**

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

13. **Remarks from the Mayor.**

Mayor McDaniel reported that Resident Trooper Smith would be retiring at the end of the month and was made a job offer to come back. He said he met with Lt. Thomas at Troop E and learned that Trooper Todd Hardrick of Ledyard, who is familiar with the area, would act as the interim trooper during the transition. Mayor McDaniel also stated that there is a shakeup right now in the State Police and he is concerned about a bill before the State legislature regarding charges at 100 percent for resident trooper service and he added that he hoped the Town will not be billed for two (2) troopers.

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

Town Councilor Tanner reported that she attended a hearing on the Fire Department concerning its reporting software. She said she contacted Fire Marshal Occhialini after the hearing and met with him earlier this evening. L. Tanner said that the program that Fire Marshal Occhialini uses is "a basic, user friendly" program that is being used by the Fire and Police. She commented on the speed with which the Fire Marshal was able to generate 10 years' worth of reports. Fire Marshal Occhialini reported that the software is installed at each firehouse but is not being used. He added that the Police are using the in-house system including applications to accept 911 dispatch.

Commissioner DePasquale asked how the software program was introduced and about funding for it. Town Councilor Tanner responded that all fire departments have use of the program. Mayor McDaniel commented that the firehouses are four (4) independent operations that should be under one (1) umbrella and suggested a meeting with the fire chiefs for the same.

15. Remarks from Commissioners.

Commissioner Adams commented that some towns are now allowing those who use Craigslist to pick up resale items in the safety of police departments. She asked whether the Public Safety Building could be used as such a site. Commissioner Jetmore cited the liability issue that would involve. He also commented that the Town may need more police based upon Lt. Bunnell's report this evening. Commissioner Jetmore also thanked the Fire Marshal for his input regarding the PSP. Councilor Tanner also reported that a Finance Meeting would be held on March 31st at 4:30 p.m. and suggested that the Commission advocate for their departments. She will email the Commission about the results.

16. Adjournment.

Motion made by Commissioner Jetmore; seconded by Commissioner Moran to adjourn the meeting at 8:00 p.m. Discussion, none; voice vote, 5-0; all in favor, motion carried.

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary, Town of Montville