

**AMENDED**

**Town of Montville Public Safety Commission  
Regular Meeting Minutes – April 22, 2019 - 6:00 PM  
Montville Town Hall – Town Council Chambers**

1. Call to order.

Chairman Yuchniuk called the meeting to order at 6:00 p.m.

2. Pledge of allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Commissioners Mike Butterworth, Mickey Gillette, Victor Lenda, Jr., Jon Leonard, Jim Moran, and Chairman Robert Yuchniuk. Commissioner Perkins was absent. Also present were Mayor Ronald McDaniel, Fire Marshal Bill Bundy, Lt. Dave Radford, and Town Council Liaison Jeff Rogers. A quorum was present.

4. Amendments to the Agenda.

Motion by Chairman Yuchniuk; seconded by Commissioner Moran to amend the Agenda to add a) Consideration and action to approve the proposal for a Communications Lead Dispatcher and b) Consideration and action to approve the proposed policy for Background Investigations for Fire Service Applicants under Item 10, Unfinished Business. Discussion: none. Voice vote, 6-0, all in favor. Motion carried.

5. Communications:

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

Chairman Yuchniuk confirmed that Commissioners received the monthly reports with the exception of the report from Animal Control. Commissioner Lenda and others stated they did not receive the Animal Control Reports. Commissioner Gillette confirmed that the Animal Control reports were sent before noon today.

6. Consideration and action to approve minutes.

- a. The Regular Meeting Minutes of March 25, 2019.

Motion by Commissioner Lenda; seconded by Commissioner Moran to approve the Regular Meeting Minutes of March 25, 2019. Discussion: Commissioner Lenda noted in Item 10.a that he, not Town Councilor Rogers, asked whether information needed to be added concerning the manufacturer of the Breathalyzer. Motion by Commissioner Lenda; seconded by Commissioner Moran to amend Agenda Item 10.a of the March 25, 2019 minutes, as noted. Discussion: none. Voice vote, 6-0, all in favor. Motion amended. Motion by Commissioner Moran; seconded by Commissioner Lenda to accept the minutes of March 25, 2019, as amended. Discussion: none. Voice vote, 6-0, all in favor. Motion carried.

7. Remarks from the Public (Agenda items—three-minute limit).

Chairman Yuchniuk asked three times for remarks. There were none.

8. Remarks from Department Heads.

Police Department Report

Lt. Radford reported to the Commission there were 973 total calls for service in March that included Type 1 calls (80), arrests (19), and juvenile arrests (2). The source for these calls were Troop E (155), PD (258), Walk-ins (45), and By Officer (515) as summarized in the PD March 2019 monthly report. As to staffing, Lt. Radford reported Officer Steve Fazzino graduated from the Academy on March 27<sup>th</sup> and is in the FDL Program; Officer Brian Kelly is expected to graduate from the Academy on June 26<sup>th</sup>; and Russell Hodges and Timothy Travesant began the Academy on April 5<sup>th</sup>. He also reported that with these personnel the staffing numbers would increase to 24 officers with two (2) vacancies remaining. Lt. Radford said the hiring process has begun again and there are three (3) applicants who are “in limbo phase” with one (1) having withdrawn to take another job. The remaining applicants are moving forward and their polygraphs are scheduled, as well as interviews that will begin next week. The PD presence at upcoming events includes the Montville Lion’s Club Road Race on May 5<sup>th</sup>, the Murphy Mad Dash on May 18<sup>th</sup>, and the Memorial Day Parade on May 19<sup>th</sup>. Commissioner Moran asked about the new detectives. They are Officers Saffiotti and new special assignment Officer Travesant.

Fire Department Report

Fire Marshal Bundy reported there were 273 calls for service in March 2019 of which 196 were medical or EMS calls, or 71.8% of all calls for service. There were no fire investigations, loses or thefts, but there were 37 inspections completed. Per Emergency Management, Fire Marshal Bundy said he was advised today by the Town Treasurer about a State reimbursement for the Cook Drive generator in the amount of \$7,699 (100% replacement) that should be received this week. As to Fire Department and paid staff, the Assistance to Fire Grant (AFG) submitted early last year is still pending for the SBA’s to make them more consistent for Chesterfield and Oakdale stations. The Safer Grant submitted last month is also pending. Fire Marshal Bundy also reported he is awaiting resolution regarding requirements for the part-time paid firefighter that was tabled by the Town Council last month with a look toward hiring more part-time firefighters.

9. Committee and Liaison Reports.

a. Report from Fire Department Liaison (*Perkins*)

Commissioner Perkins was absent from the meeting.

b. Report from Animal Control Liaison (*Gillette*)

Commissioner Gillette reported on the Town and Salem Animal Control monthly reports submitted electronically to the Commission as seen below.

Animal Control Reports

Town of Montville Animal Control Report (March 2019)

	<b>Month</b>	<b>YTD</b>
<b># of Animals Impounded</b>	<b>25</b>	<b>100</b>
<b># of Animals Sold as Pets</b>	<b>14</b>	<b>50</b>
<b># of Animals D.O.A.</b>	<b>1</b>	<b>4</b>

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<b># of Animals Euthanized</b>	<b>1</b>	<b>3</b>
<b>Total Complaints Investigated</b>	<b>123</b>	<b>834</b>
<b>Total Animal Bites Investigated</b>	<b>4</b>	<b>19</b>
<b>Total Infractions/Summons</b>	<b>0</b>	<b>8</b>

Town of Salem Animal Control Report (March 2019)

	<b>Month</b>	<b>YTD</b>
<b># of Animals Impounded</b>	<b>0</b>	<b>7</b>
<b># of Animals Sold as Pets</b>	<b>1</b>	<b>1</b>
<b># of Animals D.O.A.</b>	<b>0</b>	<b>0</b>
<b># of Animals Euthanized</b>	<b>0</b>	<b>2</b>
<b>Total Complaints Investigated</b>	<b>6</b>	<b>75</b>
<b>Total Animal Bites Investigated</b>	<b>0</b>	<b>2</b>
<b>Total Infractions/Summons</b>	<b>0</b>	<b>0</b>

c. Report from Police Department Liaison (*Lenda*)

Commissioner Lenda reported that he touched base with Lt. Radford and commented on his availability for upcoming PD interviews scheduled for Tuesday and Thursday next week beginning at 4:30 p.m.

d. Report from Building Department Liaison (*Butterworth*)

Commissioner Butterworth reported on the decrease in building permits that he said would drop even more over the summer as the 9-year rule takes effect. He also said that one (1) blight complaint was added in March for an annual total of 292.

Building Department Report

<b>2018-2019 Building Department Report</b>												
	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>
<b>Permits Issued</b>	<b>88</b>	<b>118</b>	<b>108</b>	<b>167</b>	<b>133</b>	<b>135</b>	<b>101</b>	<b>76</b>	<b>77</b>			
<b>Open Permits</b>	<b>3104</b>	<b>3119</b>	<b>3167</b>	<b>3210</b>	<b>3254</b>	<b>3269</b>	<b>3099</b>	<b>2967</b>	<b>2876</b>			
<b>Inspections</b>	<b>91</b>	<b>136</b>	<b>115</b>	<b>136</b>	<b>119</b>	<b>116</b>	<b>99</b>	<b>66</b>	<b>88</b>			
<b>Plan Reviews</b>	<b>21</b>	<b>24</b>	<b>17</b>	<b>13</b>	<b>19</b>	<b>29</b>	<b>22</b>	<b>16</b>	<b>8</b>			
<b>CO's</b>	<b>7</b>	<b>11</b>	<b>17</b>	<b>8</b>	<b>8</b>	<b>1</b>	<b>9</b>	<b>4</b>	<b>3</b>			
<b>Violations</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>4</b>			
<b>Unsafe Notices</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>			
<b>Blight Identified To Date</b>	<b>509</b>	<b>512</b>	<b>514</b>	<b>515</b>	<b>515</b>	<b>515</b>	<b>519</b>	<b>523</b>	<b>524</b>			
<b>Blight Abated To Date</b>	<b>237</b>	<b>249</b>	<b>258</b>	<b>265</b>	<b>274</b>	<b>279</b>	<b>286</b>	<b>289</b>	<b>292</b>			

e. Report from School Security Subcommittee (*Lenda, Butterworth*)

**Executive Session:**

Commissioner Lenda reported there was no need to go into executive session and said the focus moving forward should be public as nothing is getting done with the Schools. He said that he, Commissioner Butterworth, and a PD representative showed up for a meeting that was apparently cancelled. The teachers were notified of the cancellation but they were not. He also reported there is no new information on the safety grant applied for by the Board of Education. Commissioner Lenda also said the Superintendent of Schools had said that everyone was still participating in the \_\_\_\_\_ training. Chairman Yuchniuk mentioned an article about armed security measures at Griswold Schools. Commissioner Lenda referenced national information obtained by Commissioner Butterworth that calls attention to school safety efforts during school and during the summer. He said the Griswold plan was to be discussed at the recent aborted meeting with the hope that a Board member would reach out to Griswold for feedback for potential implementation. He also spoke of the security measures in place at Sandy Hook that involves two (2) *former law enforcement officers hired as armed, school security* who interact well with the students.

- f. Report from Animal Control Facility Feasibility Subcommittee (*Gillette, Leonard, Perkins*) – *No report.*

10. Unfinished Business.

- a. Consideration and action to approve the proposal for a Communications Lead Dispatcher.

Commissioner Butterworth reported on calls to three (3) of the four (4) fire chiefs (he said one chief was on vacation), the Public Works Director, Lt. Radford, and a call to the Board of Education (“BOE”) that was not returned toward meeting to form an ad-hoc committee as to the future of dispatch in Montville before appointing a Lead Dispatcher. He said the focus of the committee would be to consider whether to stay as “a single entity” or when a police department is formed to determine who would be responsible or have Commission-led dispatch centers. He also mentioned regionalization. Commissioner Butterworth said the committee would comprise of the four (4) fire chiefs, the Public Works Director, a PD representative, one (1) dispatcher, and two (2) PSC Commissioners; and said he wanted to make that recommendation. Chairman Yuchniuk asked for clarification of the composition of the committee for purposes of the motion. Fire Marshal Bundy asked if he would be included in the committee; Commissioner Butterworth said the dispatcher who is appointed would act as the liaison. Mayor McDaniel explained that an ad-hoc committee could be formed with just the members of the Commission but a committee as described by Commissioner Butterworth would require approval of the Town Council.

Motion by Commissioner Butterworth; seconded by Commissioner Moran to forward a request to the Town Council for formation of an ad-hoc committee for creating a Communications Lead Dispatcher with the committee to attempt to include the four (4) fire chiefs, the Public Works Director, a PD representative, one (1) dispatcher, two (2) PSC Commissioners, and the Fire Marshal to study the feasibility of the future of the dispatch center. Discussion: Fire Marshal Bundy suggested that a paid staff member be included but Mayor McDaniel stated paid staff do not have a vote and should not be on the committee. When the question was posed that Fire Marshal Bundy is paid staff, Mayor McDaniel said he

did not make the recommendation and that approval for the committee was the charge of the Town Council. Chairman Yuchniuk said he did not want to do anything that was inappropriate. Town Councilor Rogers asked for clarification on the purpose for the committee which Commissioner Butterworth said was to study the feasibility of the future of the dispatch center as he described earlier. Commissioner Leonard said Lead Dispatchers typically handle day-to-day activities, schedule repairs, and are non-management. Chairman Yuchniuk spoke to forming a subcommittee as proposed by Town Councilor Rogers earlier who suggested a review of substantive concerns “at the lowest level first” and said he did not see the Town servicing other municipalities for dispatch purposes. Fire Marshal Bundy clarified that the proposal was formed “to serve a gap” due to increased volume of dispatch not for “expansion of services.” He said the focus for the proposal was on what is currently being done in Town. He concurred with Commissioner Leonard’s explanation and said the aim is to give the job to someone who is currently doing dispatch and moving that person up to act in his absence to problem solve with a little added compensation. Fire Marshal Bundy also stated the issue is a dispatch Fire Marshal emergency management issue; a personnel issue unrelated to the fire departments. Commissioner Butterworth said the fire chiefs wanted input as to what goes on in dispatch to which Fire Marshal Bundy said the chiefs have that and the ability to contact him as the supervisor. Town Councilor Rogers spoke to his experience with the State Police and its move to Lead Dispatchers. Commissioner Lenda spoke of the ad-hoc committee for the police department and the discussion that came out of it regarding dispatch regionalization and privatization that he said did not go well and was beyond what was wanted. He said the dispatch should remain in-house. Mayor McDaniel reiterated his explanation for the formation of an ad-hoc committee versus a subcommittee of the Commission. Roll Call vote, *In favor* Commissioner Butterworth. *Opposed*, Commissioners Gillette, Lenda, Leonard, Moran, and Yuchniuk. *Abstained*: none. Vote: 1-5-0, Motion denied.

Motion by Commissioner Gillette, seconded by Commissioner Moran to move the proposal for a Communications Lead Dispatcher to the Town Council for consideration and action. Voice vote, 4-0-2 (*Abstained*, Commissioners Butterworth and Leonard). Motion carried.

b. Consideration and action to approve the proposed policy for Background Investigation for Fire Services Applicants.

Fire Marshal Bundy clarified that the policy would encompass paid and volunteer staff per a question by Chairman Yuchniuk as to the agenda wording. Currently, paid staff have background checks (without a formal policy) and the proposed policy would be town-wide.

Motion by Commissioner Butterworth to move the proposed policy for Background Investigation for Fire Service Applicants to next month’s meeting agenda as Fire Marshal Bundy was supposed to meet with the four (4) fire chiefs. Fire Marshal Bundy stated he spoke with three (3) of the fire chiefs and said the fourth one was out-of-state. He also said he understood the policy was *to* be sent to the chiefs who could then forward comments to him. The Fire Marshal stated he received comments from Chiefs Messier and Turner, said Chief Truex had spoken in favor of the proposed policy at last month’s meeting, and Chief Gaetano was out-of-state so he did not speak with him directly. Commissioner Butterworth stated he

spoke with Chief Truex this afternoon and his department was not in favor of the policy and said the fire chiefs currently do their background checks and if policy is warranted it should be done by personnel or the Mayor. Fire Marshal Bundy said it is something that is often overlooked and said as the Town's Emergency Management Director and per Title 28 of the CT General Statutes he has the authority and is responsible for the public safety of the Town that includes budget and emergency management planning. As well, he said he sits on the Town Safety Commission concerning risk management that includes fire protection, fire apparatus etc. and it was a logical choice for him to provide oversight. He also said he was not aware of any opposition to the proposed policy.

Mayor McDaniel discussed the group email set up by him that he said goes out to Commission related individuals, including the fire chiefs, and includes attachments. Per Fire Marshal Bundy, the email concerning the proposed policy was sent last month and he sent the policy again this morning. He also corrected a comment he made last month stating CIRMA does not do an annual background check but it recommended that the Town does. Commissioner Butterworth reiterated that it would not hurt to delay the policy until next month to discuss the same with the fire chiefs. Commissioner Lenda spoke to a common sense approach to the issue given the Fire Marshal's responsibility for the Town's emergency management and said he was perplexed as to why anyone would not want the policy. He said the cost factor for a Town employee would be waived according to his understanding of it. Fire Marshal Bundy commented the fire chiefs were paying a third party, independent vendor to complete the checks and per his discussion with Lt. Radford the Town could apply as an applicant to the State PD Investigation who would waive the service. Commissioner Lenda stated he wanted the background checks done professionally and uniformly through State or official auspices and in a standardized format said Fire Marshal Bundy. Town Councilor Rogers commented that the paid staff and volunteers are Town employees/representatives in a professional capacity thus everything should be standardized. He also said the policy would need to go through TARP as it is a policy revision. Chairman Yuchniuk asked for a second to the motion by Commissioner Butterworth. There was not a second; the motion died.

Motion by Commissioner Gillette; seconded by Commissioner Leonard to move the proposed policy for Background Investigation for Fire Services Applicants to the TARP and/or Town Council for review and consideration. Discussion: Town Councilor Rogers said the policy would go to Town Administration Rules and Procedure ("TARP") for screening and then come back to the Commission whereby it would then be forwarded on to the Town Council. Commissioner Butterworth referenced a text he received that the fire chiefs still want to talk about the policy. Chairman Yuchniuk said that motion failed and said the fire chiefs could come to the Commission meeting to discuss things on the agenda, contact Fire Marshal Bundy and discuss it with his office or contact TARP or the Town Council. Voice vote: 5-1-0, Opposed, Commissioner Butterworth. Motion carried.

11. New Business – *None*

12. Remarks from the Public (non-agenda items—three-minute limit).  
Chairman Yuchniuk asked three times for comments. There were none.

13. Remarks from the Mayor

Mayor McDaniel remarked on the reports heard earlier this evening having touched on the highlights of the month. He commented on the PD Academy graduate; the upcoming graduate in June and the two (2) upcoming interviews and two (2) conditional offers made last week. Mayor McDaniel thanked the Commission for its responses regarding the FOI request which he forwarded on to Chief Truex per FOI laws and regulations. He also reported that firefighter negotiations began last week and a couple of dates were set up and it will move forward. Also, the CHIP program will have their event on May 4<sup>th</sup> sponsored by the Masons at the Fair Oaks Community Center. Mayor McDaniel reminded the Commission regarding a detective assignment and the mobility of the slot per the contract. He also talked about looking into software that would facilitate online billing, permitting, and access to all scanned documents of Planning & Zoning. He said with the software there will be the ability to schedule inspections and access for the same by way of an I-Pad or other tablet. Mayor McDaniel commended Lt. Radford and Sgt. Northrup for helping to straighten out problems, “the disaster”, with the gas line project. He mentioned forms of public communication/notification that Eversource did not make happen although it was discussed in three (3) preconstruction meetings. He also thanked Commissioner Leonard for his help with it and mentioned another project on Depot Road that will begin after school ends and may continue through the upcoming school year.

14. Remarks from Town Council Liaison.

Town Councilor Rogers thanked Lt. Radford for the great job being done by the PD on the road project discussed previously by Mayor McDaniel and reiterated that public safety is first when speaking about the project “becoming too much.” He offered his services as a former 28-year state trooper to direct traffic for the project. Town Councilor Rogers also commented to Lt. Radford that he is still not receiving the monthly PD reports. He referenced again the background policy voted upon by the Commission stating that anyone can speak at TARP meetings about their concerns as it is a Town meeting.

15. Remarks from Commissioners.

Commissioner Leonard recognized Deputy Chief Suarez of the Mohegan Firehouse who offered assistance with a recent emergency situation. Commissioner Lenda spoke about a blight concern of excessive dumping of garbage at Grist Mill Plaza that was brought to his attention by a neighbor. Town Councilor Rogers said he had spoken with Commissioner Perkins whose father is in the hospital and his wish for a speedy recovery.

16. Adjournment.

Motion by Commissioner Butterworth; seconded by Commissioner Moran to adjourn the meeting at 6:59 p.m. Discussion: none. Voice vote; 6-0; all in favor. Meeting adjourned.

Respectfully submitted by:  
Gloria J. Gathers  
Recording Clerk, Town of Montville

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