

Town of Montville Public Safety Commission
Regular Meeting Minutes
Monday, June 22, 2015 – 7:00 p.m.
Town Council Chambers – Town Hall

1. Call to Order.

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

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

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

There is one vacancy on the commission.

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 were submitted to the Commission electronically with the exception of the Animal Control report that was hand-delivered.

6. Approval of Special Meeting Minutes of May 18, 2015.

Motion made by Commissioner Moran; seconded by Commissioner Allyn to approve the Special Meeting Minutes of May 18, 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.

Lt. Bunnell's monthly police activity report noted there were 1266 calls for service during the month of May 2015. He reported to the Commission that there was one (1) graduate from the police academy this week who has entered field training. He also said that candidate interviews will be conducted with Mayor McDaniel on Wednesday, May 20 at 8:00 a.m. Lt. Bunnell requested additional interviews for the week ending July 4 and said there are two (2) seats for the October class. As he did at last month's Commission meeting, Lt. Bunnell commented on the new application process for potential candidates stating that the LEC would still be giving the written test and forwarding the results. Last Friday, there were eight (8) applicants to interview. This week, there is one (1) candidate from out-of-state requiring the agility test. Responding to a question by Mayor McDaniel, Lt. Bunnell confirmed that the agility test, of which the Town is not involved, is done prior to an applicant's interview with the Town.

Fire Marshal Occhialini's stated that the reporting software had been installed at the Chesterfield Firehouse awaiting feedback from Chief Truex. His written report for May 2015 included current projects under his purview and other department activities as follows:

- As of June 17, 2015, \$80,243.63 has been collected in permit fees that exceeds the \$60,000 slated for collection.
- There were 234 fire and EMS call dispatched in May 2015.
- We participated in the Millstone drill on Wednesday, June 17, 2015, that was successful and good practice for the EOC staff.
- As previously reported, we continue to work with FEMA to recover costs associated with the January 2015 blizzard. We anticipate receiving \$100,000 for which the paperwork has been submitted.
- K-1 tablets are still being distributed for the Millstone Zone according to the State Nuclear Emergency Plan.
- We received a grant award of \$9,766.50 for 2014-2015 Emergency Management Performance.
- Re-evaluation of the Millstone 10-Mile Emergency Planning Zone continues with the State. A meeting was held on May 14.
- A request was made to the State to include a portion of Chesterfield—Route 85 from Chesterfield Road to the Salem town line including all side roads and the Dinosaur Place. This area was not included in the Millstone Emergency Planning Zone when the zone changed to road description definitions. In addition, this area receives 500 visitors a day during the summer and 100 residents in homes.

Fire Chief Truex reported that the rush truck was currently out-of-service. He stated that the truck is the similar to ones used by Griggs & Browne, is not designed for firefighting, is difficult to prime during cold weather, and the cost of repairs is nearly \$4,000 every few years. The Chief said that he is seeking pricing for a skid-mounted fire truck from Shipman—an 8,000 pump with

ladder and impeller. He added that he has spoken to Fire Marshal Occhialini about petitioning the Town Finance for a replacement truck. Mayor McDaniel stated the truck was purchased in 2001 and was specked by the fire captain at that time. He did agree that the truck was more suited for prairie fires but the fire house has made do with it.

9. Reports from Committee and Public Safety Liaisons.

Commissioner DePasquale the final report from the Feasibility Committee is being drafted and completed for submission to the Town Council next month. The Committee meeting scheduled for tomorrow, May 19 has been cancelled. Mayor McDaniel reported that the Town Council had voted to extend the period for submitting the report to August.

Commissioner Adams reported that after she and Commissioner Perkins found out they could not meet with the fire departments regarding the fire portion of the Public Safety Plan, they must figure out an alternative way to get the task done.

10. Unfinished Business.

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

Lt. Bunnell reported that there is still one (1) lateral transfer pending.

b. Status update on interviews of entry level candidates.

This agenda item was discussed earlier by Lt. Bunnell under Item 8.

**c. Follow up with fire stations regarding the Public Safety Plan/Almont Study.
(Adams/Perkins)**

Commissioners Adams and Perkins reported that they are going in the right direction having contacted the fire chiefs who have agreed to speak with them regarding the Public Safety Plan. They stated that there are 154 fire recommendations in the report and that some of the information is outside their area of expertise. While attempting to make plans to meet with the fire chiefs, they learned that they would have to file an agenda to meet with them. L. Tanner said that she discussed the matter with the Town Council Chair who contacted the Town Clerk. Per Mayor McDaniel, a quorum that would substantiate a meeting agenda be filed would require a majority of voting members of the Commission to be present and according to the FOI classes that he has attended, he concluded that the fire chiefs are not Town employees. Mayor McDaniel stated he would check on the issue and report back to the Commission. Commissioner Perkins asked the Mayor if he had any feedback from the attorney regarding the contracts with the firehouses. Mayor McDaniel

responded that the matter is still pending. Commissioner Jetmore praised Commissioners Adams and Perkins for their efforts thus far.

11. New Business.

a. Discuss and schedule dates to interview police candidates (Jetmore).

The Commission decided upon interview dates for police candidates that will take place on July 1 and July 2, 2015, beginning at 9:00 a.m. Four (4) candidates will be interviewed on each date. Commissioner Moran committed to attend and Commissioner Adams will try to be available.

b. Discuss and review proposed new dispatcher policy (Jetmore).

Lt. Bunnell discussed the proposed dispatcher policy stating that activity inside and outside of the Public Safety Building (“PSB”) warrants it. The activity includes calls when staffing is not available and visitors. He further stated that the policy would be an improvement for those situations setting a standard for greeting visitors and preventing incoming calls from being rolled over to voice mail—for example, calls from those wanting to commit suicide. Lt. Bunnell said that he had been asking for a policy for 25 years and feels that the proposed policy does not impede dispatchers.

Fire Marshal Occhialini commented that last year he put in a request for additional dispatcher but that has been pushed back due to the regular dispatch. He spoke about concerns that were identified in grievance under the purview of a prior Mayor. R. Occhialini also stated that with 911 new calls will be merged. He proposed hiring a new dispatcher for the day shift working from 9 a.m. to 5 p.m. in addition to a part-time dispatcher at night from 6 p.m. to 10 p.m. or another secretary.

Mayor McDaniel commented that for future reference that items requiring action should use the words “schedule” or “review,” not discuss. Per the topic being considered, he stated that schedule changes are impacted by the collective bargaining unit; but the Commission can make recommendations to the Town Council. He added that the Town might be in a better place with regular dispatch and continuing to work with other towns to bring them on board that would require no staffing.

Commissioner DePasquale reported that the proposed policy was drafted for the Commission to review. He said that per the Feasibility Committee, dispatch is recognized and that Lt. Bunnell was asked to draft a policy as a starting point to transition, if there is one. The Commissioner added that the Town Council wants to know the costs associated with any change.

Fire Marshal Occhialini commented that hours cannot be changed without substantiation and added that something needs to be done now. Commissioner Jetmore concurred. The Fire Marshal also said that the State directive to revert dispatch centers back to troop locations will help.

Commissioner Allyn stated that there is a need and a service to the community that the police need that is demonstrated in the proposed policy that contains “good stuff” and an expectation of what is needed.

Mayor McDaniel stated that the need comes at a cost and a lot of negotiations adding that he is in the process of updating all job descriptions. Commissioner Allyn asked about a short-term solution; Mayor McDaniel said that there is no hiring at this time. Fire Marshal Occhialini commented on a similar situation and outcome in Waterford that the Mayor will take under advisement. Commissioner Allyn commented on compliance and character issues that may be associated with some dispatchers. Commissioner DePasquale asked a question concerning NCIC Collect Certification to which Fire Marshal Occhialini responded that those firefighters came into the district with training that he has supported.

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

Commissioner Jetmore asked three times for remarks from the public. Fire Chief Truex asked about the status of the Exclusive Area Contract (“ESA”) that was sent to the Town attorney for review stating that he had sent numerous emails with no response. He also asked about the issue concerning meeting with Commissioners Adams and Perkins and again requested a full-time staff person as do the other firehouses in the district. Mayor McDaniel responded that ESA contract are still being reviewed by the attorney. He also responded that meetings by the fire chiefs with the commissioners would require that an agenda be posted and minutes taken.

13. Remarks from the Mayor.

Mayor McDaniel commented on his attendance at the Montville High School graduation and apologized for his inability to attend another on that same night. He also reported on a staffing issue regarding the patrol boat that has equipment issues, for Gardner Lake and said that R. Occhialini had volunteered to man the area for 4-5 hours on his own time adding that the DEP has not offered staffing for the area. The Mayor also commented that an officer, who will be attending the academy, would be sworn in on Tuesday, June 30, 2015, at 9:00 a.m. at Town Hall.

14. Remarks from Town Council Liaison. -- None

15. Remarks from Commissioners.

Commissioner DePasquale agreed to assist the Mayor with the patrol boat at no cost to the Town. He added that the pending Feasibility Committee report involved 6-7 months of in depth interviews and research concerning an independent police department versus the Resident State Trooper system for the Town. Commissioner Allyn commented that an ESA contract would have the same language but would be specific to each individual firehouse. He requested that the Mayor send a copy of the draft contract to the Commissioners.

16. Adjournment.

Motion made by Commissioner Moran; seconded by Commissioner Allyn to adjourn the meeting at 7:47 p.m. Discussion, none -- voice vote, 5-0; all in favor, -- motion carried. Meeting adjourned.

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary, Town of Montville