

Town of Montville Public Safety Commission  
Regular Meeting Minutes  
Monday, February 28, 2011  
Town Council Chambers – Town Hall – 7:00 p.m.

1. Call to Order

Chairman Jetmore called the regular meeting of the Public Safety Commission to order at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Present were Commissioners Allyn, Butterworth, Jetmore, Loiler, McNally and Moran. Absent was Commissioner Wehner. Also present were Mayor Jaskiewicz and Town Council Liaison, Candy Buebendorf.

4. Amendments to the Agenda – none.

5. Communications

Town Council Liaison, Candy Buebendorf distributed a copy of a document discussed at a Finance meeting regarding the number of Montville Police cars in service depicting the year and number of miles on each car.

Chairman Jetmore distributed a letter he sent to Mayor Jaskiewicz on February 18, 2011 regarding the Commission's concerns with the hire of a firefighter. (Schedule A).

Fire Marshal Ray Occhialini distributed copies of an invitation to the New London Lodge of Elks No. 360 Firefighters Awards day on Sunday, March 6, 2011 at 12:00 p.m.

6. Approval of the Meeting Minutes of;

- a. The January 24, 2011 regular meeting and;
- b. The February 17, 2011 special meeting.

Motion made by Commissioner Butterworth, seconded by Commissioner McNally to approve the January 24, 2011 regular meeting minutes and the February 17, 2011 special meeting minutes as filed. Discussion, none, voice vote, 6-0, all in favor, motion carried.

7. Remarks from the Public

Chairman Jetmore inquired three times if there was anyone from the public that would like to come forward to address the Commission.

8. Executive Session – none.

9. Remarks from Department Heads

Ray Occhialini, Fire Marshal was present to discuss the January 2011 Incident Report with the Commission. During the month of January the fire departments went to two hundred and eighteen calls, Chesterfield had twenty two, Montville had eighty five, Mohegan had sixty first due and Oakdale had forty three. Out of those calls one hundred and sixty six were ambulance calls. It was a busy month with emergency calls for children in distress. Firefighter Congdon and Jim Brown did a great job resuscitating a five day old child who was not breathing. Another call came in for a six month old child unable to breathe in the Mohegan district. Firefighter Swanson and Firefighter Lt. Sackewicz saved the child's life. Another call came in from a group home with a choking incident and Dispatcher Leonard gave EMD instructions as the ambulance was arriving with Firefighter Congdon from Oakdale and this person was also saved. There were no big fires this month. He discussed the storm cleanup of the storm on January 12<sup>th</sup> and 13<sup>th</sup>, stating the State allowed him to submit for reimbursement costs for storm related plowing and clean up. He put the paperwork together for the schools and the town including firefighter and police overtime that qualified for a total of eighty two thousand forty two dollars and forty nine cents. The Governor of the State has sent a request to the President to declare and emergency for that particular storm. If the town is reimbursed for this money it will be in the amount of seventy five percent of the eighty two thousand dollars. He discussed a change to the Millstone budget Nuclear Safety Fund, stating he will get approximately twenty seven thousand this year. He discussed the Firemen's Day at the Elks Club on Sunday, March 6, 2011 at noon. Tickets are available at the door if anyone is interested in attending.

Chairman Jetmore offered to send a letter of appreciation on behalf of the Commission to the individuals who saved lives over the past month.

Mr. Michael Swanson, Union President for the Firefighters Union was present to introduce himself to the Commission. Chairman Jetmore thanked him for his service to the Town.

Commissioner Allyn requested an update regarding the Regional Dispatch Committee. Mr. Occhialini stated the Committee met and sent their letters out to surrounding towns and a couple of towns are interested in the proposal. He met with the Office of Statewide Emergency Telecommunications to try to get the process moving forward. He discussed the budget to outfit the room and money available from the 911 fund. Another meeting will be scheduled for further discussions in the next couple of weeks and they will invite the people who respond to the letters with interest. He discussed costs relating to incorporating surrounding towns into the Public Safety Building.

10. Reports from Committees and Public Safety Liaisons – none.

11. Unfinished Business

- a. To consider and act on a motion to review and approve the Public Safety Rules and Procedures document.

Motion made by Commissioner McNally, seconded by Commissioner Loiler. Discussion, Commissioner Allyn suggested the Commission members take home and review the revised document. He stated since last month he has incorporated the changes suggested by the Commission, then forwarded the document to the Finance Director to look at the content, and to the Human Resources Director for input regarding Conflict of Interest language and town policies. The confidentiality policy for the town has been included in the document. The volunteer Fire Departments were added to the document and there were changes made to the interview process portion of the document and some of the jobs of the Fire Marshal were corrected and brought up to date. There is a page incorporated into the document that the Commissioners will sign that they have read the document and will abide by this document as their governments document. He urged the Commissioners to review the document and if there are any questions or comments to forward them prior to next month.

Motion made by Commissioner Loiler, seconded by Commissioner McNally to postpone the vote to accept the document until next month to allow the Commission to review the final changes prior to forwarding the document to the Town Council for approval. Discussion, none, voice vote, 6-0, all in favor, motion carried.

- b. Update/Discussion regarding construction of Public Safety Building complex.

Chairman Jetmore stated there was a meeting in February 24<sup>th</sup> where minor changes were made to the plan and they hope to get the project out to bid in the near future. The Committee is moving along at a good pace.

12. New Business – none.

13. Remarks from the Public

Ray Occhialini, Fire Marshal, discussed the need to hire a firefighter as soon as possible. He explained that on January 5, 2011 Firefighter Condash left the employment of the Fire Department and went to the Police Department. As of today there have been no interviews for candidates to fill this position. On March 5<sup>th</sup> it will be two months that he has been paying overtime to compensate for the empty position. The Human Resource Director has compiled a spreadsheet of people who have applied for the job. He is confused regarding the process for interview. He would like to move this process along as quickly as possible because he is depleting his overtime budget. Mayor Jaskiewicz stated this will be worked out

and is moving forward. Mr. Occhialini hopes interviews will be held in the next few weeks and is concerned regarding his budget. Sixteen of the twenty eight applicants have been deemed qualified and should be interviewed for the job. Mayor Jaskiewicz requested guidance from the Commission regarding what criteria to use for qualifications, how many years experience are required, certifications required etc. A discussion was held regarding the need for a policy for the interview process. It was the consensus of the Commission to allow the Human Resource Specialist to determine the best and most qualified applicants for the position who will then be interviewed by the Commission. The Human Resource department will establish written and oral policy with criteria for applicants for future hires. The Commission will interview the final screened applicants for the firefighter position at an evening meeting and the Human Resources Specialist will contact the applicants to let them know when and what time their interview will be. An agenda must be posted for a special meeting if there is a quorum of Commission members present. Mr. Occhialini would like to be present for the interviews and requested the same members be present for the interviews each night.

Chief Giangrosso, Mohegan Fire Company, discussed the criteria required for the firefighter position and stated two part time firefighters have applied for the position and one is not qualified due to the lack of CPAT certification. He stated the individual is qualified to work part time and to do the job and should be considered qualified to fill the position because he has the on the job experience.

14. Remarks from the Mayor – none.

15. Remarks from Town Council Liaison, Candy Buebendorf

Councilor Buebendorf discussed the graph that was handed out at the Finance Committee meeting as an FYI to the Commission regarding the police cars and how many miles they have on them.

16. Remarks from the Commissioners

Chairman Jetmore thanked Commissioner Allyn for all his hard work preparing the Rules and Procedures document for the Pubic Safety Commission.

17. Adjournment

Motion made by Commissioner Loiler, seconded by Commissioner McNally to adjourn the meeting at 7:55 p.m. Discussion, none, voice vote, 6-0, all in favor, motion carried. Meeting adjourned.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville

