

**Town of Montville Public Safety Commission  
Regular Meeting Minutes for Monday, December 19, 2011  
Town Council Chambers – 7:00 p.m. – Town Hall**

1. Call to Order

Commissioner McNally called the meeting to order at 7:00 p.m. after establishing a quorum.

2. Pledge of Allegiance

3. Roll Call

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

4. Amendments to the Agenda

Motion made by Commissioner Loiler, seconded by Commissioner McNally to add agenda item 12 (a) to consider and act on a motion to schedule a special meeting on January 4, 2012 at 6:30 p.m. for the purpose of reviewing and discussing the Public Safety budgets. Discussion, none, voice vote, 5-0, all in favor, motion carried.

5. Communications

- a. Monthly statistics reports from the Fire Departments, Fire Marshal, Police Department, Animal Control and Building Official.
- b. A memo from the Montville Town Council requesting information regarding the Public Safety Plan.
- c. An email from Mayor McDaniel dated December 8, 2011.
- d. A memo dated 2011 from Lt. Bunnell regarding the holiday parade.

6. Approval of the Minutes of the November 28, 2011 regular meeting.

Motion made by Commissioner Butterworth, seconded by Commissioner Loiler to approve the November 28, 2011 regular meeting minutes. Discussion, none, voice vote, 5-0, all in favor, motion carried.

7. Executive Session – none.

8. Remarks from the Public

Commissioner McNally asked three times if there was anyone from the public who would like to come forward to address the Commission.

9. Remarks from Department Heads

Lt. Bunnell discussed the monthly statistics report with the Commission. He stated there is a running log of basic calls for service available online as on the Town website. He discussed staffing and stated there are currently twenty two officers with one on light duty until January. The holiday parade was a great success and he commended the fire police for a job well done. He suggested the lighting requested along Rt. 32 be upgraded for next year. He discussed the Public Safety building, stating construction is on schedule and within budget. The slab has been poured and the site work is ongoing. He discussed the DARE program and stated the program is in its second week on in the 5<sup>th</sup> grade classrooms. There has been good response to the program from both the students and the faculty. He stated the DARE officer is in the school for three days per week and he has already made progress with the students.

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

11. Unfinished Business

a. Discussion regarding the Public Safety Building.

Mayor McDaniel stated the Town Council voted to waive the bid process for the communications tower at its last meeting. He stated trees will be removed on the site by the prisoners and the wood harvested will be donated to those who need it. He stated Public Works will stump the area and clean up the brush after the trees are down. He stated there are many people working on this project that are doing an outstanding job, especially Ms. Marcia Vlaun and he thanked her for her professionalism and dedication to the project.

b. Discussion regarding the decision of the Town Council regarding the hire of Almont Assoc to develop the Public Safety Plan.

Town Council Liaison, Candy Buebendorf stated the Town Council did not vote to authorize hiring Almont Associates because they were not provided copies of the RFP or the three bids submitted for review. Mayor McDaniel stated he has forwarded to the Town Councilors all three bids and the RFP by email and this item will be placed on the January Town Council agenda. Councilor Buebendorf encouraged members of the Public Safety Commission to attend the Town Council meeting to offer justification and answer questions regarding the recommendation of the Public Safety Commission to hire a company that was not the low bidder.

c. Discussion regarding hiring practices for part time employees.

Commissioner Wehner stated the Town is in need of a standardized practice for hiring part time employees similar to the full time employee standard that is currently in place. He discussed certification requirements that part time employees can obtain to be in line with full time candidates for positions that open in town. Commissioner Allyn offered to work with the Fire Marshal and Commissioner Wehner to iron out a practice for all part time positions in town, not just for firefighters. Mayor McDaniel suggested the proposed part time standardized practice for the town be incorporated into the Public Safety Plan as it is being developed.

12. New Business

- a. To consider and act on a motion to schedule a special meeting on January 4, 2012 at 6:30 p.m. for the purpose of reviewing and discussing the Public Safety budgets.

Motion made by Commissioner Loiler, seconded by Commissioner Butterworth to schedule a special meeting for Wednesday, January 4, 2012 at 6:30 p.m. for the purpose of reviewing and discussing the Public Safety budgets for 2012-2013. Discussion, none, voice vote, 5-0, all in favor, motion carried.

13. Remarks from the Public

Mr. Keith Truex, Chief of the Chesterfield Fire Company, spoke regarding the hiring process for the part time employees at the fire house. He stated if the part time staff is made to do the same work load as the full time staff they should be compensated for the extra duties and the pay should be equal. He agrees with a standardized hiring practice but would like to see the pay scale become more equal and fair. Commissioner Allyn read the hiring requirements as they stand at this time for part time employees for clarification.

Lt. Bunnell, Montville Police Department spoke in favor of a standardized hiring practice and suggested the Commission look into practices and policies from surrounding towns for comparison. He wished everyone a Merry Christmas and a happy New Year and thanked each Commission member for their service to the town, stating they are volunteers who give their time and efforts and are an essential part of the Town Charter.

Ms. Robin Salvatore, President of the Montville Police Union spoke in favor of a standardized procedure for hiring part time employees and stated she is grateful as a citizen of Montville for the service the Commission members volunteer to the town.

14. Remarks from Mayor McDaniel

Mayor McDaniel stated he will attend a meeting with the insurance representatives to discuss issues and questions the employees and the Commission have regarding liability. He encouraged the Commission to forward to him any questions they would like him to

ask during the meeting. He commended Officer Pierce for a job well done and stated the citizen he helped wrote a letter of thanks.

15. Remarks from Town Council Liaison, Candy Buebendorf

Councilor Buebendorf wished everyone happy holidays.

16. Remarks from Commissioners

Commissioner Wehner wished everyone happy holidays.

Commissioner Butterworth wished everyone a Merry Christmas and a happy New Year.

Commissioner Loiler thanked everyone for the kind words during the meeting and wished everyone happy holidays.

Commissioner Allyn stated this year was a historic year for natural disasters with a hurricane, floods, and storms and thanked all the volunteers who helped out during the natural disasters for all their hard work over the past year.

Commissioner McNally wished everyone happy holidays and a safe New Year.

17. Adjournment

Motion made by Commissioner Butterworth, seconded by Commissioner Loiler to adjourn the meeting at 8:05 p.m. Discussion, none, voice vote, 5-0, all in favor, motion carried.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville.