

Town of Montville Public Safety Commission
Regular Meeting Minutes – May 22, 2017 - 6:00 PM
Montville Town Hall – Room 203

1. Call to order.
Chairman Jetmore 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 Elizabeth Adams, Gary Allyn, James Moran, Karen Perkins, Wills Pike, and David Jetmore. Also present were Mayor Ronald McDaniel, Lt. Leonard Bunnell, Fire Marshal Raymond Occhialini, and Town Council Liaison Laura Tanner. Commissioner Michael Doherty was absent. A quorum was present.
4. Amendments to the Agenda. -- None
5. Communications: Copies of monthly statistics reports from Fire Departments, Fire Marshal, Police, Animal Control and Building Official.
Chairman Jetmore confirmed that the monthly reports were received by all. He also referred to a letter emailed from resident Tom McNally which he could not download. Mayor McDaniel stated that T. McNally sent a letter to the Town Council regarding the appointment of a sergeant in addition to a subsequent letter. He said he would find the letters and send them on to the Commission. Mayor McDaniel also commented on the report from the building inspector. He explained the Commission meeting is usually the last Monday of the month hence the reason why a report had not yet been submitted.
6. Approval of Regular Meeting Minutes of April 24, 2017.
Motion made by Commissioner Adams; seconded by Commissioner Moran to approve the Regular Meeting Minutes of April 24, 2017, as written. Discussion: none. **Voice Vote, 6-0; all in favor. Motion carried.**
7. Remarks from the Public (agenda items—three-minute limit).
Chairman Jetmore asked three times for remarks. There were none.
8. Remarks from Department Heads.

Police Report

Per the electronic monthly statistics report submitted by Lt. Bunnell for the police department, there were 1416 calls for service during April 2017. The source of those calls were as follows: Troop E – 272; PD – 374, Walk In – 63; and By Officer – 707.

Lt. Bunnell reported on the good job done by the Fire and Police Departments at the Murphy Mad Dash Road Race last Saturday and the Memorial Day Parade held yesterday,

May 21st. As to staffing, he reported that one interviewee is being pursued for a lateral position and more interviews will be conducted at the end of June for entry level positions in anticipation of possible retirements. Lt. Bunnell also spoke about the Uniform Policy that he emailed to the Commission for review and comments. He stated he would resend the policy since some did not receive it. Commissioner Perkins asked why the policy was sent and about the feedback being sought. Lt. Bunnell stated the policy was sent to the Commission as required by the Town Charter and that any feedback about the uniforms would be helpful and should be sent to him. Mayor McDaniel explained that policy suggestions must go through a process by way of the Commission, Town Administration and finally to the Town Council. In continuation, Lt. Bunnell reported that a sergeant's exam will be held at the end of June. Also, he will be interviewing a canine handler from the Veterans Administration on Wednesday, May 24 and another dog will be sought for use on patrols. Responding to a question by Commissioner Perkins concerning staffing, Lt. Bunnell stated that Police Department is budgeted for 26 staff, but two (2) are currently out on workers' compensation and another is on desk duty.

Commissioner Pike, who said he has lived in Town for 23 years, commented on the appearance of professionalism displayed by Lt. Bunnell. He said, "That's what staff should look like" (referring to Lt. Bunnell) and "We appreciate you setting the example." Commissioner Jetmore added that going back to traditional dress instead of a military way of dress could be a good thing. He also spoke about relatives visiting from out of Town who saw Lt. Bunnell and commented favorably on his appearance.

Fire Department Report

Fire Marshal Occhialini submitted his monthly report to the Commission via email. The April 2017 monthly report highlighted current and pending projects and information as follows:

- There were 238 Fire and EMS calls as of April 2017.
- It is hoped that a new Deputy Fire Marshal will be in place by July given short staffing since November 1, 2016.
- In April, there were one (1) plan review, 50 inspections, one (1) Fire Marshal monthly training, and one (1) LEPC Meeting investigation. All of the NFIRS was completed for State reporting.
- Application has been made for a \$74,000 federal Fire Safety Grant to provide smoke detectors to the transient population within all types of dwellings within the area of the casino.
- During the next three months, inspections will be focused on multi-family and large apartment complexes that take a great deal of time.

- As of May 17, 2017, annual fire safety inspections and fees for operating permits have netted \$65,451.45 which is \$20,451.45 over the projected income for the fiscal year.
- The fifty (50) Kidde 10-year smoke detectors donated by Home Depot in Montville for distribution to residents who cannot afford new ones continue to be installed as needed within the community.

Emergency Management

- This month, the Fire Marshal will attend the quarterly Millstone Planning Meeting in Norwich. The next large scale drill is scheduled for March 2018.
- A grant from Millstone was received in the amount of \$30,400 for 2016-2017 for drills, equipment replacement and repair, and participating in the Millstone Plan.
- K1 tablets are still being distributed for the Millstone Zone per the State Plan.
- The Town of Montville Emergency Operation Plan (EOP) is in the process of being revamped with assistance from the State Region 4 planner. Good progress is being made on the 4-month completion time—the next meeting date is May 22.

9. Reports from Committee and Public Safety Liaisons.

Commissioner Jetmore spoke about the police interviews as mentioned earlier by Lt. Bunnell. He commented on discussion about changing the hours for the interviews so that everyone on the Commission could be involved. Commissioner Jetmore reported that interviews were held over a 3-day period and they went well with recommendations made.

10. Unfinished Business.

- a. Consideration and action upon the report and findings of the Sub-committee's meetings with Fire Chiefs on Public Safety Plan. (*Update*)

Commissioner Adams inquired if everyone had received the preliminary report that she sent by email earlier that morning. The report composed by her and Commissioner Perkins was submitted previously to the Commission following their meetings with the Fire Chiefs. Commissioner Adams noted that the Fire Chiefs want to meet again with her and Commissioner Perkins to follow up about the report. A meeting agenda will be posted with the Town Clerk.

- b. Consideration and action concerning the proposed agreement with district fire houses. (*Update*).

Mayor McDaniel reported another letter was sent to the Town's Attorney about the status of the proposed agreement. He noted that the Fire Chiefs hired their own counsel. He also said that per a budget meeting last week, the agreement is close to completion. The Mayor reported that responsibilities concerning equipment and insurance issues were sticking points.

11. New Business. -- *None*

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

Chairman Jetmore asked three times for comments. There were none.

13. Remarks from the Mayor.

Mayor McDaniel gave kudos and thanks to police and fire personnel for the involvement in recent town-wide activities; the Memorial Day Parade, the Mad Dash Lions Run. Commissioner Allyn asked the Mayor about the effect on the Town's budget given the Governor's "last volley" for the State budget. Budget related discussion followed regarding Board of Education bus garage; impact of State cuts on Town services and energy conservation; casino expansion, sovereignty, and elimination of Tribal-related State funds to impacted communities; and legislative support for southeastern Connecticut. Commissioner Pike commented favorably on the bus garage presentation at the recent Board of Ed meeting.

14. Remarks from Town Council Liaison.

Town Councilor Tanner thanked the police and fire departments for the presence at the Memorial Day Parade held on May 21st. She also noted upcoming Finance and Budget meetings on May 25th and May 30th. Town Councilor Tanner commented on prior budget discussion and the BOE bus garage.

15. Remarks from Commissioners.

Commissioner Adams, who left the meeting early at 6:40 p.m., commented on the good job done on the little white house that was refurbished. Commissioner Pike remarked again on the BOE meeting he attended and commented that he tries to be informed on Town matters. Commissioner Perkins reminded everyone about the upcoming carnival sponsored by Parks and Rec. Lt. Bunnell reminded her that posters should not be posted on telephone poles. Commissioner Jetmore remarked that police and fire staff were welcome to appear before the Commission for public recognition. Town Councilor Tanner reported that fire/police volunteers are dwindling and more are being solicited. She added that volunteers interested in EMT will be trained for free.

16. Adjournment.

Motion by Chairman Jetmore; seconded by Commissioner Perkins to adjourn the meeting at 6:42 p.m. Discussion: none. **Voice vote; 5-0; all in favor. Meeting adjourned.**

Respectfully submitted by:

Gloria J. Gathers
Recording Clerk, Town of Montville

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