

**Town of Montville Public Safety Commission  
Regular Meeting Minutes – September 25, 2017 - 6:00 PM**  
Montville Town Hall – Town Council Chambers

1. Call to order.

Vice-chair Moran 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, Gary Allyn, Michael Doherty, Karen Perkins, Wills Pike, and James Moran. Also present were Lt. Leonard Bunnell, Fire Marshal Raymond Occhialini, Mayor Ronald McDaniel, Town Council Chairperson Joseph Jaskiewicz, and Town Finance Director Theresa Hart. Commissioner David Jetmore and Elizabeth Adams were absent. A quorum was present.

Mayor McDaniel noted that Commissioner Jetmore had not officially resigned from 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.

Vice-chair Moran confirmed that all had received the monthly reports. Mayor McDaniel referenced thank you letters received as follows: R&W Heating (donation for canine program); Montville Housing Authority (Officers Pelletier and Shephard who spoke with seniors regarding Internet security); Breaking AIDS Ride.

6. Approval of Regular Meeting Minutes of August 24, 2017.

Motion by Commissioner Doherty; seconded by Commissioner Pike to approve the Regular Meeting Minutes of August 24, 2017. Discussion: Mayor McDaniel said the meeting date July 24, 2017; the August Commission meeting was canceled. Motion made by Commissioner Doherty, seconded by Commissioner Pike to amend the motion to approve the minutes for July 24, 2017. **Voice Vote, 5-0; all in favor. Motion carried.**

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

Vice-chair Moran asked three times for remarks. There were none.

8. Remarks from Department Heads.

Fire Department Report

Fire Marshal Occhialini reported on Safety Day, Saturday, October 7, 2017, from 9 a.m. – 1 p.m. in the Home Depot parking lot. He also referenced the August 2017 monthly report submitted electronically. Per the report, there were 207 dispatcher fire and EMS calls—

Montville 73; Mohegan 72; Oakdale 38; Chesterfield 16, Out-of-Town 8. Revamping of the Emergency Operation Plan should be completed by December 2017 and monitoring, preparing for, and updating the public about storms during the hurricane season continues. So far this fiscal year, \$16,996.13 has been collected from annual fire safety inspections and fees for permits. During the month, three (3) plan reviews, 34 inspections, three (3) Fire Marshal monthly training; three (3) fire investigations, and one (1) EM Meeting were conducted.

#### Police Department Report

Per the August monthly statistics report submitted electronically by Lt. Bunnell for the police department, there were 1370 calls for service during June 2017. The report also included actual calls. The source of those calls were as follows: Troop E – 21; PD – 400, Walk In – 82; and By Officer – 667. Lt. Bunnell reported that interviews will be conducted next week for an entry level position and said the lateral position officer is doing very well. He also reported on activity regarding the acquisition of a new canine. One potential candidate did not have the disposition for the position; the second dog lacked a certain skill set. Lt. Bunnell is confident that the latest canine, Ace, who was donated by Grass German Shepherds in Shelton, CT, has the required temperament and the ability to follow commands. He also praised the efforts of the police and fire rescue, who he thanked privately and now publicly, for their assistance with the Parks & Recreation 5K and 10K races in conjunction with the Montville Rotary held on Sunday, September 10.

#### Building Department Report

| 2017-2018 Building Department Report |      |      |      |     |     |     |     |     |     |     |     |      |
|--------------------------------------|------|------|------|-----|-----|-----|-----|-----|-----|-----|-----|------|
|                                      | July | Aug  | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
| Permits Issued                       | 141  | 122  |      |     |     |     |     |     |     |     |     |      |
| Open Permits                         | 2909 | 2983 |      |     |     |     |     |     |     |     |     |      |
| Inspections                          | 132  | 148  |      |     |     |     |     |     |     |     |     |      |
| Plan Reviews                         | 28   | 22   |      |     |     |     |     |     |     |     |     |      |
| CO's                                 | 6    | 5    |      |     |     |     |     |     |     |     |     |      |
| Violations                           | 2    | 4    |      |     |     |     |     |     |     |     |     |      |
| Unsafe Notices                       | 0    | 1    |      |     |     |     |     |     |     |     |     |      |

9. Reports from Committee and Public Safety Liaisons. – *No report*
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 Perkins reported that this item is on hold until the firefighters' contract is signed.

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

Mayor McDaniel reported that a meeting was held with the fire chiefs and legal counsel. A meeting was to be held last week but instead will be held next week.

- c. Consideration and action concerning the Uniform Policy (*Update*)  
Lt. Bunnell asked that this item be tabled as it is not ready at this time.

11. New Business.

- a. Consideration and action concerning the PD Evaluation Policy.

Lt. Bunnell referred to the draft policy he sent by email to the Commissioners for review. He stated the policy was set in 2012 but was never used or followed. He said that sergeants handle calls that impedes them from doing paperwork. Lt. Bunnell said the proposed revisions include a simple evaluation at the 6-month mark and a full evaluation at one year, in place of the current policy of four (4) evaluations (references Section 1.b). The premise is a user friendly policy that is compatible with labor agreement requirements since personnel change shifts so often. The addition of Section 9.b refers to maintaining the condition of the cruiser. Lt. Bunnell asked for approval of the policy that had already been reviewed by Mayor McDaniel. Commissioner Allyn asked whether officers got corrective action during the course of the year. Lt. Bunnell responded that supervisor can track corrective items and finalize them at the 6-month mark and said the POR Policy was still in place. Mayor McDaniel commented that there were not enough supervisors and the personnel movement, shift rotations, decreased the continuity of supervisors to officers. He also said that with the replacement of the sergeant position and sergeants taking on other assignments supervisors can go back to previous supervisors for feedback. Lt. Bunnell and Mayor McDaniel responded to Commission questions about the POR Policy and three-men shift.

Motion by Commissioner Doherty, seconded by Commissioner Allyn; to approve the revised PD Evaluation Policy. Discussion: none. **Voice Vote, 5-0; all in favor. Motion carried.**

- b. Recognition of Fire Marshal Occhialini's Service to the Town of Montville.  
Mayor McDaniel stated that this item was put on the agenda at the request of Commissioner Perkins to recognize Fire Marshal Occhialini's 30 years of service to the Town of Montville. He recognized the Fire Marshal's duties as EMS Director, his services to Region 4, and participation in all Millstone drills as well as being a tremendous resource during Hurricane Sandy and the blizzard, and congratulated him for his service.

12. Remarks from the Public (non-agenda items—three-minute limit).  
Vice-chair Moran asked three times for comments. Lt. Bunnell acknowledged their difficulties as well as recognized Fire Marshal Occhialini for what he has given to the Town of Montville for its betterment; most recently the new Town radio system.
13. Remarks from the Mayor.  
Mayor McDaniel echoed Fire Marshal Occhialini's comments regarding Safety Day. He also reported that the fire service agreement is near completion and the Oakdale Firehouse this weekend when Fire Chief Gary Murphy, who is retiring this month, will be honored. Mayor McDaniel also reported that a new liaison would be appointed soon for the Commission. He also acknowledged Commissioner Jetmore's pending move from the Town.
14. Remarks from Town Council Liaison. -- None
15. Remarks from Commissioners.  
The Commissioners each thanked Fire Marshal Occhialini for his service to the community. Commissioner Doherty also thanked the police and fire service for their presence at the Rotary Club road races.
16. Adjournment.  
Motion by Commissioner Perkins; seconded by Commissioner Doherty to adjourn the meeting at 6:41 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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