

**Town of Montville Public Safety Commission**  
**Regular Meeting Minutes – February 26, 2018 - 6:00 PM**  
Montville Town Hall – Town Council Chambers

1. Call to order.

Chairman 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 Mike Butterworth, Michael Doherty, Mickey Gillette, Victor Lenda, Jr., Karen Perkins, Robert Yuchniuk, and James Moran. Also present were Lt. Leonard Bunnell, Fire Marshal Raymond Occhialini, Mayor Ronald McDaniel, and Town Council Liaison Jeff Rogers.

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 Moran stated that everyone should have received the monthly reports by email. Mayor McDaniel commented on a letter from the DEEP concerning the 90-day alcohol ban imposed at Gardner Lake State Park last summer and the intention for the same this summer, pending the process of creating a new regulation for a permanent ban.

6. Approval of Special Meeting Minutes of January 22, 2018.

Motion by Commissioner Butterworth; seconded by Commissioner Doherty to approve the Special Meeting Minutes of January 22, 2018. Discussion: Commissioner Lenda noted that during the discussion for nomination of vice-chairman the background information referred to Commissioner Yuckniuk. Also, under discussion for nomination of vice-chair, Commissioner Butterworth not Commission Yuckniuk posed the question regarding the vote by secretary. The minutes will be amended accordingly. **Voice Vote, 6-0-1. Motion carried.**

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

Chairman Moran asked three times for remarks. There were none.

8. Remarks from Department Heads.

Police Department Report

Per the January 2018 monthly statistics report submitted electronically by Lt. Bunnell, there were 1180 Calls for Service—Troop E – 248; PD – 406; Walk In – 48; and By Officer – 478. Also submitted was the 2017 Calls for Service annual report with stats as follows: Troop E – 2840; PD – 4563, Walk In – 714; and By Officer – 8397. Lt. Bunnell welcomed newly appointed Commissioner Gillette and reported that 13 entry level interviews took place in the past week and of those nine (9) interviews were forwarded on to Mayor McDaniel for consideration. Mayor McDaniel stated that the vetting process for the interviews must follow

the same steps to bar legal action. Chairman Moran suggested that the interview process be spread out over two (2) weeks, with two (2) days for each.

#### Fire Department Report

Per the January/February 2018 monthly report submitted electronically by Fire Marshal Occhialini, there were 245 dispatched calls for service in January 2018. The report referenced fire safety inspections, investigations, training and collection fees of \$42,048.585 for operating permits; 49 monthly inspections, Fire Safety Poster Contest in the schools; current projects, and emergency management and dispatch that included grant applications and confirmations, upcoming Millstone Drills on February 28 and March 20, completion of the Emergency Operation Plan, and the installation of Text to 911 software by the State in March.

#### Building Department Report

	July	Aug	Sept	Oct	Nov	Dec	Jan
Permits Issued	141	122	107	136	96	81	66
Open Permits	2909	2983	2994	2981	3001	2980	2991
Inspections	132	148	144	152	9	107	76
Plan Reviews	28	22	11	23	8	14	11
CO's	6	5	9	9	6	4	3
Violations	2	4	6	7	3	1	1
Unsafe Notices	0	1	0	1	3	2	2

#### 9. Committee and Liaison Reports.

##### a. Report from Fire Department Liaison (*Perkins*)

Commissioner Perkins reported that reaches out monthly to the fire chiefs to bring topics back to the Commission. Fire Marshal Occhialini said that his 2018-2019 budget was submitted on December 1. Mayor McDaniel stated that the budgets were sent to the liaisons and that each liaison should have a meeting with their group. The Mayor will send the Building Department budget to Commissioner Butterworth.

##### b. Report from Animal Control Liaison (*Yuchniuk*)

Commissioner Yuchniuk reported that he met with the ACO who is on maternity leave and did not prepare a budget. He suggested that last year's budget be replicated. Mayor McDaniel commented that the Town has an agreement with the Town of Salem concerning calls for service and also said the Town of Waterford has helped out as well. It was also mentioned that the State's last inspection of the Montville facility failed and could be shutdown. Mayor McDaniel stated that a PT ACO is being sought.

##### c. Report from Police Department Liaison (*Lenda*)

Commissioner Lenda reported that he met with Lt. Bunnell and Chairman Moran regarding the 2018-2019 police budget. He mentioned the candidate interviews and thanked Lt. Bunnell for his professionalism.

d. Report from Building Department Liaison (*Butterworth*)

Commissioner Butterworth stated he spoke with Building Official Vesey who said his budget had been submitted to the Mayor.

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*)

Since the agreements with the firehouses have been completed, Chairman Moran asked Commissioner Perkins to continue her meetings with the fire chiefs concerning the Almont Study.

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

This item was completed and approved by the Town Council on January 8 and thus will be removed from the Agenda.

c. Consideration and action concerning the Uniform Policy (*Tabled*)

This Agenda item was again tabled.

d. Consideration and action of draft proposal for Department Head Title – Captain.

As he did at last month's meeting, Lt. Bunnell explained his duties (union position) and those of the RST (operational) and the Mayor (administrative control, policy and labor issues) to the Commission and the proposed captain position that would report to the Mayor and would not be part of the bargaining group. Commissioner Lenda reviewed the changes to the proposed position as discussed in his meeting with Lt. Bunnell and Chairman Moran. Per discussion by the Commission, the proposed changes are as follows:

Purpose:

Line 1: The rank of Captain shall be responsible "*administratively reporting*" directly...Department.

Certificates, Licenses and Registrations:

Line 7: *The Captain would be required to be POST certified within one (1) year of appointment.* (To be added at end of line)

Duties and Responsibilities:

Line b: *In the event of the Resident Trooper's absence, the Captain will be second in command for the Resident Trooper Contract.*

Per Commissioner Lenda, should the RST program fold the Captain would be responsible for the PD day-to-day operations including the budget and administrative duties which is now done by Lt. Bunnell and the sergeants. Lt. Bunnell added that the Captain position would be interviewed by the Commission. A degree candidate versus non-degree candidate with work experience, residency requirement or living within a certain number of miles from Montville was also discussed.

The Captain proposal will be revised per the discussion this evening and will be voted upon at the next Commission meeting.

11. New Business.

a. 2018-2019 Montville Police Budget

Commissioner Lenda review the proposed budget with Lt. Bunnell and RST Juhola that asks for three (3) additional officers. He said the feasibility study asks for 28 officers including a chief although the PD is budgeted for 26 officers. Three (3) officers were lost to other jobs and the positions were filled but currently 2 (2) are on administrative leave and one (1) is on the road in addition to 3-4 officers who will leave the department next year. Lt. Bunnell stated that less is paid in overtime with more officers. Commissioner Lenda supported an increase of one (1) officer for the 2018-2019 budget year for 27 officers.

Motion by Commissioner Butterworth, seconded by Commissioner Doherty; to approve the 2018-2019 Montville Police Budget for 27 officers. Discussion: Commissioner Lenda said the 27 officers would be accepted as proposed, not three (3) additional officers. Mayor McDaniel will adjust the budget accordingly. **Voice Vote, 7-0; all in favor. Motion carried.**

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

Chairman Moran asked three times for comments. Fire Marshal Occhialini and the Commissioners discussed how the PD lobby area and its phone could be made more “friendly” for the public. The Fire Marshal stated that the “black” glass is actually bulletproof. The aim is to make the area more inviting to the public and to lighten the area up with a friendly face according to Commissioner Lenda. Resident Jon Leonard voiced his offense on the topic and extended an invite for a tour of the Public Safety Building (PSB). Commissioner Lenda voiced his appreciation for the invite with the clarification that his comments were not related to dispatch.

13. Remarks from the Mayor.

Mayor McDaniel clarified that his earlier comment regarding the size of the PD was not a disparaging one as he holds the department in high regard and respects the comments presented. He made the comparison that the Town Hall lobby has been the subject of similar comments. Mayor McDaniel stated that the PD lobby was well intentioned during the design of the PSB. He suggested putting another line in the PD budget for Public Safety comments and added that this meeting was one of the most productive that he had attended.

14. Remarks from Town Council Liaison.

Town Councilor Rogers introduced new commissioner, Mickey Gillette, who gave a brief bio of his background in corrections. He also thanked Lt. Bunnell and the Commission for working toward a common goal.

15. Remarks from Commissioners.

Commissioner Yuchniuk suggested an agenda item for the next meeting concerning school safety. Commissioner Butterworth commented on independent dispatchers and the associated cost for the same. Commissioner Lenda reported that he met with Lt. Bunnell and spoke about his opposition to three (3) additional officers stating the money saved could possibly be used towards dispatch. Commissioner Perkins commented that she would meet with Fire Marshal Occhialini to go over his budget that was submitted in December.

16. Adjournment.

Motion by Commissioner Perkins; seconded by Commissioner Butterworth to adjourn the meeting at 8:05 p.m. Discussion: none. **Voice vote; 7-0; all in favor. Meeting adjourned.**

Respectfully submitted by:

Gloria J. Gathers  
Minutes/Recording Clerk, Town of Montville

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