

Town of Montville Public Safety Commission  
310 Norwich New London Turnpike  
Uncasville, Connecticut 06382

---

**Town of Montville  
Public Safety Commission –Regular Meeting Minutes  
Monday, August 23, 2010 -7:00 p.m. Town Hall - Town Council Chambers**

1. Call to Order

Chairman Jetmore called the regular meeting of the Montville 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, Moran and Wehner. Also present was Town Council Liaison Candy Buebendorf and Mayor Jaskiewicz.

Commissioner McNally made a motion to add agenda item 10 (f) Unfinished Business, To consider and act on a motion to approve and forward the Emergency Dispatcher Telephone Answering Policy to the Town Council for adoption. Seconded by Chairman Jetmore. Discussion, none, Voice vote, 7-0, all in favor.

4. Approval of Minutes of the July 26, 2010 Regular Meeting Minutes

Commissioner Butterworth requested a review of the recording of the July 26, 2010 for discussions held regarding cross linking the CAD system and the State Police NexGen system. Chairman Jetmore stated the approval of the July 26, 2010 meeting minutes be postponed until the next regularly scheduled meeting to allow the secretary time to review the recording.

5. Communications

Chairman Jetmore submitted the Annual Report as requested and stated he will give each member a copy of the document as submitted.

6. Remarks from the Public

Ray Occhalini, Fire Marshal for the Town of Montville, stated it is unfair for the Commission to change or add items to the agenda at the last minutes. He stated he would

like to know in advance if the Commission plans to discuss items he is responsible for. He discussed the erroneous information given out at the last meeting regarding the NexGen system. He explained when the Town was looking for a computer aided dispatch system in the year 2000 the town chose to use NexGen but the company did not return telephone calls and did not make an effort to make contact at all, then in the year 2003 the Town went out to bid for the CAD system and the only bidder was IMC Information Management Corporation and the system was built in 2005 for the fire department with the intention the Police Department would join the system at a later date to replace their old Alpha5 System for local record keeping. The NexGen System is a system that is solely for dispatching the State Police and stated hooking up to that system will never happen in the Town of Montville. He explained the NexGen system is a State Police system only, the CAD system used by the Town is a local system to take care of local business. If the regional dispatch is approved with a new building and there is multi-department use it may be a possibility, but he does not think the State Police are going to allow a town to link into a NexGen system. He discussed getting the NexGen system into the police cars as the tool of the future, but there is no way to hook the NexGen and the CAD system together, it is an exclusive, State of Connecticut system used for dispatch with the State Police only.

Jon Leonard, 24 Chestnut Hill Road, Uncasville, stated he is disturbed by the fact that there are changes to the agenda at the last minutes. He stated the Connecticut State Police NexGen System is an in-house record keeping system to replace the Alpha5 System and that is how it is being used, it is not used as a proper dispatching program that established police departments use. It is ridiculous to think that one dispatcher is going to be able to handle all of the procedures that the Public Safety officials keep forwarding to the Town Council. He discussed the MPP filed against the Town that has not been rectified yet. He has met with the Mayor and explained this situation to him and the confusion related to the new rules and procedures presented in the past months. He takes offense to comments from Sgt. Collins at the previous meeting regarding his work duties. He is opposed to item #6 as proposed because it is inconsistent.

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

#### 7. Remarks from Department Heads

Lt. Bunnell, Montville Police Department, distributed the statistics report from last month and explained how the statistics are compiled for the benefit of new member, Commissioner Moran. He discussed the NexGen discussion at the last meeting and stated the only reason it was brought up in discussion was because of a proposal to get the system into the Fair Oaks building. He stated the town will never be able to link IMC and NexGen because the State will never allow that to happen. It is a terrible system that the town was forced to use and it is not used in the police cars and he would rather not have it in the cars. The in-house system is a valuable tool and would hate to see it

interfered with NexGen. There is no movement to force the town to install NexGen in the cars but there is a need to have it in the buildings because reports are done on it.

Commissioner Allyn stated there may be some confusion regarding the discussion of linking the two systems. The NexGen system is not designed for use in cars, it was designed to take the data the State Police get regarding a call and send it to the IMC to save the dispatchers any keying in of information. It is possible to do, they do it with other agencies around the State.

Lt. Bunnell stated he has not heard of any talk of the installation of the system in the cars and there are a lot more discussions required if this is to move forward. Chairman Jetmore stated it was a topic that came up at the last meeting that turned into a discussion, there was no movement or design, it was merely a discussion regarding the possibility. He discussed the addition of a part time employee that has helped during peak times and the entry of data into the system. He wants to see the completion of Section #6 and the initial entry into the system. He feels that it can be done reasonably when there is nothing else going on or there are two dispatchers on duty. His goal is to show that it works and allow the dispatcher union to negotiate any changes in the contract based upon what the job requires. He discussed new hires, two officers were sworn in and are going to the Academy, the individual in the academy is due to graduate on September 2<sup>nd</sup> and background checks are being conducted for the last person to be hired in January. The SRO will be going back into the school this year thanks to the support of the Mayor. The DARE officer will not be starting the program until January with the hope it will be completed by the end of the school year. Officer Rowley will be retiring at the end of this year and will help out with visibility in the schools until Officer Moorehead starts the DARE program. He will not be doing DARE but will provide visibility in the schools.

8. Reports from Committees and Public Safety Commission Liaisons

Chairman Jetmore stated the Building Committee is scheduled to meet on August 26<sup>th</sup> in Room 102. Commissioner Butterworth inquired regarding grant money, and Chairman Jetmore stated they are looking everywhere for anything they can get. A discussion was held regarding combining the two center town fire departments, combining apparatus. There is money out there for combined police/fire department buildings. Chairman Jetmore stated he will raise this issue at the meeting on Thursday.

9. Unfinished Business

a. Update/discussion regarding progress/contact with liaisons

Chairman Jetmore suggested at the last meeting the Commissioners contact the people they will be dealing with. He contacted the Chief of the Oakdale Fire Company and made arrangements to go to the firehouse to meet the membership and assist them. He encouraged the Commission members to follow the lead and make contact.

Commissioner Butterworth stated he has been in contact with the Building Inspector and the Dog Warden.

- b. Discussion Regarding Public Safety Liaison Roles and Responsibilities
- c. Discussion Regarding Public Safety Policy and Procedures
- d. Discussion Regarding Annual Budget Policy

Commissioner Allyn discussed items b, c, and d. He distributed copies of the 2004 Public Safety Commission Policies and Procedures with numbered lines. He suggested the Commission members look over the document and to make reference to any changes to wording using the line numbering. There have been many changes in the past six years that needs updating in the document and he would like to add a page with the Commission's mission statement to set the tone for the document. He would like to add a definition section in the front of the document for any definitions that are required. He suggested the Commission send all changes to the secretary for next month. He has checked with the Town Attorney who has indicated he will charge one thousand dollars to look through the document and make changes. Commissioner Allyn suggested the Commission make its own changes and to utilize the Town Attorney's services for form and content and to then move the document on to the Town Council.

Chairman Jetmore stated he will leave these items on the agenda for discussion at next months meeting.

- e. Discussion Regarding a badge pinning ceremony for police and firemen to take place at the Public Safety Commission meeting.

Commissioner McNally stated it would be more professional if the ceremony was to take place at a Commission meeting. He made the suggestion to add this to the policy, he spoke with Lt. Bunnell and the Town Clerk and they do not have a problem with this procedure as long as the Mayor authorizes it. Commissioner Loiler stated it is a good investment and it is not easy to become a policeman or fireman and it would be nice to have a formal ceremony to celebrate the event. Mayor Jaskiewicz stated it is a short ceremony and family and friends are invited to attend. A discussion was held regarding procedure for calling a Special Meeting.

Lt. Bunnell discussed scheduling special meetings for the sole purpose of a swearing in ceremony because the Commission only meets once a month.

It was the consensus of the Commission to hold the badge pinning ceremonies at a Special Meeting scheduled by the Commission.

- f. To consider and act on a motion to approve and forward the Emergency Dispatcher Telephone Answering Policy to the Town Council for adoption.

Lt. Bunnell stated he would like to see a decision made regarding this policy made amongst the Public Safety Commission and to move it on to the Town Council as required in the Town Charter. There are issues or areas that have not been agreed to by the Union. Mayor Jaskiewicz stated there are issues and asked the Commission not to send this item on to the Town Council and to allow him time to meet with the Union tomorrow. Lt. Bunnell asked the Commission to leave this item on the agenda for discussion at the next meeting or until this issue has been properly addressed. Chairman Jetmore stated he would like to leave this item on the agenda for discussion next month.

Commissioner Loiler made a motion to postpone this issue until next month. Commissioner Moran seconded the motion. Discussion: Commissioner Butterworth stated he spoke with East Lyme and they do have the calls the Town of Montville does and they have a dispatcher on from four until midnight Monday through Friday, and then from eight in the morning until twelve on Sunday there are two part time dispatchers on all the time. If the town is going to do something, they should do it right, take a look at what the town really needs, especially on the weekends. He stated if people are not doing what they should be doing on the job then an administrator should step in and handle the situation. He discussed the CAD system for fire dispatch and the need to hire additional people to handle additional responsibilities.

Jon Leonard discussed the CAD entries and inconsistencies in the way the entries are handled by staff. Montville is twice as busy as Ledyard and they have two dispatchers on staff twenty four seven. He submitted a pie chart depicting the busiest times of day for calls in the dispatch center over the past year.

Commissioner Butterworth discussed liability issues if the dispatch center is understaffed and a call is lost or dropped. Commissioner Wehner discussed the formation of a sub-committee to sit down with both sides to develop where the town needs to be, what it will need to have for personnel and equipment in the future and then look at both sides to determine the best way to solve the issues. He stated it could be time consuming but it would be step in the right direction to get a clear picture of where the town wants to be in the future and how it will be implemented. Everything that is happening at this time is reactionary instead of proactive to a need or call for service.

Mayor Jaskiewicz stated he hopes to discuss these issues at a meeting scheduled for tomorrow and he will get back to the commission with the results of the meeting.

Ray Ochialini discussed the addition of a part time dispatcher to help out during peak times. He stated he will continue to look for personnel to cover certain shifts. It is a start to working in the right direction. He hopes the people will vote to support the Public Safety building in November and the town can move forward from there. He discussed options for improving dispatch if it is not approved and where the town wants to go in the future.

10. New Business

Chairman Jetmore indicated there is nothing to discuss under New Business.

11. Remarks from the Public

Lt. Bunnell, Montville Police Department, stated the dispatch issue has been ongoing for twenty years and would like resolution. He stated he will keep pushing it is resolved.

12. Remarks from Mayor Jaskiewicz

Mayor Jaskiewicz stated he will get back to the Commission with the results of the meeting with the Union regarding the dispatchers. He discussed the Oxoboxo Bridge engineering problem with the coffer dam. The sheets were not driven to the engineered depth, so braces are required below the set that is already there, requiring additional digging to install the braces at an additional cost of \$154,000. There is a meeting scheduled in the next day or so to discuss the project. The bridge construction is going to be delayed further and the road will remain closed. He hopes the fire departments and the ambulance will continue their support during the extended closure of the road.

13. Remarks from Town Council Liaison, Candy Buebendorf

Councilor Buebendorf stated it is a good idea to make the swearing in of the new hire police officers and firemen more special.

14. Remarks from Commissioners

Chairman Jetmore thanked Commissioner Allyn for all the work he put into the Public Safety Commission Policies and Procedures.

Commissioner Allyn discussed the Policies and Procedures, stating there are many unwritten policies and procedures and this is a good time to put them in the policies. He urged the Commission members to look over the document and submit any changes. He discussed the Public Safety study and the need for one. There are issues that need to be addressed.

Commissioners Loiler, Moran, McNally did not have any comments.

Commissioner Wehner stated looking into the Public Safety plan study is a good idea, the town needs direction and a determination of where it is going and what its needs will be in the future.

Commissioner Butterworth discussed the need to pursue a Public Safety Plan and the recommendations made need to be followed even if it costs money and is not popular

with everyone. He discussed the dwindling volunteers in the firehouses and the future of the volunteer program.

Commissioner Moran stated he is amazed there are not more dispatchers employed considering the call volume in the town.

15. Adjournment

Motion made by Commissioner McNally, seconded by Commissioner Moran to adjourn the meeting at 8:15 p.m. Discussion: none. Voice vote, 7-0, all in favor, motion carried.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville