



## **Public Safety Commission**

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### **Town of GREENFIELD, MASSACHUSETTS**

*Town Hall, 14 Court Square, Greenfield, Mass, 01301*

*Phone: 413-772-1560 Fax: 413-772-1519*

## **MINUTES**

### **REGULAR MEETING**

**4 MARCH 2015**

The Public Safety Committee met at the Greenfield Police Department meeting room at 5:00 PM.

Attending the meeting were Chairman Butch Hawkins, and Commissioners Gary Longley, Skip White, Adam Provost and Frederick Clark.

A quorum was present.

Also present: Chief Haigh, Chief Strahan, Deputy Police Chief Mark Williams, Dispatch Manager Danielle Marie, Danielle West

### **CALL TO ORDER**

Chairman Hawkins called the meeting to order at 5:04 pm. Proper notice had been posted.

### **APPROVAL OF MINUTES**

Commissioner Longley moved to approve the minutes as submitted. The motion was seconded by Commissioner White. All in favor, the motion passed.

### **CHAIRMAN'S REMARKS**

None

### **OLD BUSINESS**

#### **MUTUAL AID RESPONSE AGREEMENT:**

-Chief Haigh reported that we had still not reached a conclusion regarding the agreement and that Greenfield remained the only town who had not signed onto it. Chairman Hawkins inquired as to what the barriers were and Haigh responded that the primary issue was language, but that anything the Mayor was not comfortable with could be addressed by a General Order. Commissioner Longley asked whether or not the agreement had already been reviewed by legal parties on behalf of the other towns and Chief Haigh responded that they had. Haigh reported that at this stage in the process, there will likely be no major changes made to the agreement as every other town has already accepted it in its present state. He added that it might be important to note that while we have certainly called for it, we are very rarely called upon for it, perhaps intentionally.

#### **POLICE PROMOTIONAL POLICY:**

-Chief Haigh presented the Commission with an updated version of the Police Promotional Policy. The changes pertained mostly to the work history portion of the policy. Haigh suggested that in order to score each candidate accurately and consistently that the PSC determine who interviews the employees of the candidates and utilize the same packet for each person interviewed as the current personnel jackets are incomplete, inconsistent and arguably irrelevant. Commissioner Longley expressed concerns about relying solely on someone's word, to which Haigh replied that personnel jackets would still be available for review and suggested that in the interim the department would default back to the review system in order to rebuild more accurate work history. Longley agreed that this would be appropriate. Haigh insisted that the scoring being based on supervisor's answers to the same questions for each candidate would eliminate any biases because every supervisor would be interviewed. He reported that he had already secured Dennis Helmus's approval and would like the Commission to review it for recommendation to the Mayor. The Commission agreed to review the policy and scheduled a Special Meeting to discuss further on March 10 at the Greenfield Police Department.

#### **SAFETY COMPLEX WORKING GROUP:**

-Chairman Hawkins reported that while he had secured most of the members of the committee, one vacancy remained. He reported having met with Lane Kelly regarding the process and she suggested that the group turn their focus initially to finding the land and funding needed to move forward. Presently, he has not been able to establish a time that everyone can meet, but he remains in contact with them.

#### **NEW BUSINESS**

##### **CORRESPONDENCE RECEIVED:**

-The Mayor received a complaint from a civilian pertaining to the State and local Police Departments. The complaint was investigated by Chief Haigh and dismissed as unfounded.

##### **DISPATCH:**

-Dispatch Manager Danielle Marie reported that the renovations to the Dispatch room had been completed and the new consoles were up and running. She noted that each console was now Fire & Police capable.

##### **FIRE:**

-Chief Strahan reported that Firefighter Mitchell has been transferred to Athol FD per his request. He will not be hiring a replacement due to an inadequate civil service list and instruction from the Mayor to delay the process. Captain William Schneider retired as of February 21. The department would like to promote Lieutenant Phelps to replace him. The Commission agreed to conduct his interview at the next meeting. Additionally, Firefighter Eisch passed his Lieutenant exam and has been promoted to Provisional Lieutenant. Chief Strahan expressed concerns about the manpower situation he will be facing in the very near future as 2 of his firefighters go on paternity leave. He plans to meet with the Mayor on March 12 to discuss these concerns and the possibility of 2 new hires. Strahan revealed that while his Operating and Overtime budgets were looking healthy at 34 and 41 percent remaining, he had overspent in both his vehicle maintenance and training line items by 9 and 59 percent. These figures were not concerning to him and were on par with his predictions for this fiscal year. He presented the Commission with an updated Employee Evaluation form to be utilized at each 6 month review. He also mentioned the concerns presented by the TFFD with regard to the community's need for firefighting manpower, with "regionalization" being a term that had been mentioned as a possible solution to the countywide issue. He will report back with more information after the next meeting is held. Chairman Hawkins inquired about the ongoing situation with Adams Donuts. Strahan informed the Commission that the owners had 30 days to submit a plan in writing to meet the financial goals for replacing their hazardous hood.

**POLICE:**

-Chief Haigh reported that the department had officially committed to returning to a 4-2 schedule effective July 1. Haigh noted that the change would mean each of our 33 officers would be contributing 15 more 8 hour shifts per year. He also reported that accreditation was back on track and that the Capital project involving the evidence room, the garage bays for evidence storage and the booking room was complete and now in compliance with accreditation requirements. 99 elements of the process have been completed and the department is working steadily toward finalizing all the elements needed to call for an initial evaluation. The new policy software is also in place. Sergeant James Rode suffered an IOD and will remain unable to work until at least March 11, but the department is hopeful he will return as soon as possible as he is notably determined to return to his duties. Haigh also reported that a new sub-station will be opened at 114 Main Street, to be manned by Officer Cody Guilbault after some significant renovations. His hours will be altered to tailor to the business community, primarily ranging from 11:00 am to 7:00 pm, with variety as necessary. The department believes the new location will help to provide the presence on Main Street that the City is looking for.

**EMS:**

- Ms. West reports that they responded to 236 calls in January, 92.62% of which were attended to in 10 minutes or less. The need for mutual aid in January occurred 20 times. The need for mutual aid in February occurred 14 times. She noted that there may be a need for additional staff as a result of the uptick in calls out of BFMC. In addition, she expressed an interest in being proactive about preparation for the upcoming Wormtown festival and extended an invitation to discuss the event with both the Police and Fire departments.

**OPEN FLOOR:** None

**EXECUTIVE SESSION:** None

Commissioner Clark moved to adjourn the regular meeting, seconded by Commissioner Provost. All in favor the motion passes. The meeting ended at 6:44 PM.

The next scheduled meeting will be held on Tuesday, March 10<sup>th</sup> at the Greenfield Police Department meeting room.

Respectfully Submitted,  
Erin Nugent, Recording Clerk