

MINUTES
BOARD OF POLICE COMMISSIONERS
April 11, 2016

PRESENT: Chairman Peter Niles, Commissioners Phil Sengle, June Hansen and Kim Simoncini

Also present: Chief DeMaio and Deputy Chief Carbone

Guests: Lyle Cubberly and Selectman Carol Walter

The meeting was called to order at 7:00 p.m.

All stood for the Pledge of Allegiance

Chairman Niles welcomed Chief DeMaio to his first Board of Police Commissioners meeting.

A motion was made by P. Sengle, seconded by J. Hansen to move Chaplain (under Deputy Chief's Report) up to 2A on the agenda. The motion carried unanimously.

Chaplain:

Lyle Cubberly was introduced to the commissioners. He distributed a detailed summary/resume of his qualifications and background and elaborated on some of his credentials. A motion was made by K. Simoncini, seconded by P. Sengle to appoint Lyle Cubberly as the Clinton Police Department Chaplain. The motion carried unanimously.

Commission Awareness:

- Comments from the public: No report

Correspondence:

- A letter was received from a resident complimenting Officer Santiago.

Minutes of March 21, 2016:

- A motion was made by P. Sengle, seconded by K. Simoncini to approve the minutes of March 21, 2016 as submitted. The motion carried with a vote of 3 in favor and 1 abstention (K. Simoncini).

Payment of monthly bills:

- A motion was made by K. Simoncini, seconded by P. Sengle to accept the expenditures for the month of March as submitted. The motion carried unanimously.

Chief's Report

FY 2015-2016 budget:

- Reviewed the line items which are over expended or close to 100% expended. These to include Communications overtime, Communications part time salary, Vehicle maintenance, janitorial/building repair and marine support (repairs to the rub rail are needed and this repair may go out to bid).

State of the Department:

- He is getting to know the officers, town and townspeople and attending numerous meetings
- He is having informal meetings with officers and then having each officer perform a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats). This analysis looks at the department's operations and helps to formulate a path forward for improvement.
- The initial/obvious problems will be dealt with first, those to include correcting any policies and procedures which could be a liability issue.
- He will begin team building, have the officers operate together and work jointly with other people and organizations (such as the Fire Department)

Uniforms:

- The uniforms will be switched from gray to blue
- A MOU will be obtained from the union – noting they are in favor of the switch in uniforms and there will be no additional cost to the town to make this switch. Each officer will use their uniform allowance (or out of their pocket) to purchase the uniforms.
- This change will improve morale, officers will look professional, and the uniforms are less expensive, more comfortable and functional.
- Will also be more readily available for additional purchases and replacements than the current custom vendor
- The Class A uniforms will remain the same
- The commission requested a report to include: Uniform allowance balance for each officer, the cost of the uniform and a draft of the MOU

Deputy Chief Carbone:

Patrol Issues:

- Boating season will begin soon and the boat is ready, though it was noted the rub rail is in need of repair
- A few more officers have taken the necessary course to become crew members

Fleet:

- At the end of March, the vehicle maintenance line item was 84.83% expended due to a few bills which arrived late and were not encumbered in fiscal year 2014-2015. The average maintenance bill is approximately \$3,000 per month so there are not sufficient funds in this fiscal year (2015-2016).

Old Business:

A discussion on the Minutes of February, which alluded to a FOI, was tabled and will be brought up in Executive Session.

New Business:

The state of the department and the time line for the SWOT analysis was discussed. The commissioners would like to hold a special meeting to review the goals and objectives and areas that need improvement as well as to discuss the expectations of the Police Commissioners. A workshop special meeting in May will be posted.

A motion was made by K. Simoncini, seconded by P. Sengle to add Executive Session to the agenda as 10a for the purpose of a FOI update/discussion and Personnel. The motion carried unanimously.

Executive Session:

A motion was made by K. Simoncini, seconded by P. Sengle to move into Executive Session at 8:03 p.m. with invited guests Chief DeMaio and Deputy Chief Carbone. The motion carried unanimously.

The Chief and Deputy Chief left the meeting at 8:23 p.m.

A motion was made by P. Sengle, seconded by J. Hansen to move out of Executive Session at 8:40 p.m. The motion carried unanimously.

No action was taken.

The meeting was adjourned at 8:41 p.m.

Respectfully submitted,

Wendy McDermott
Administrative Assistant