

MINUTES  
BOARD OF POLICE COMMISSIONERS  
June 13, 2016

PRESENT: Chairman Peter Niles, Commissioners Phil Sengle, June Hansen, Kim Simoncini (arrived 7:08 p.m.)

Also present: Chief DeMaio and Deputy Chief Carbone

Guests: Karl Hahn, Dwight Hahn, Carol Walter and John Santry

The meeting was called to order at 7:06 p.m.

All stood to recite the Pledge of Allegiance

Commission Awareness: Comments from the Public:

D. Hahn thanked the department for the Speed Limit signs recently installed on Shore Road. The one located in the vicinity of 45 Shore Road has been installed on the wrong side of the road; it should be installed on the right side (shore side) of the road.

Correspondence:

A number of letters have been received by the department as listed:

1. Letter to Chief DeMaio from Andrea Kaye expressing her enthusiasm as Youth and Family Program coordinator, Morgan Peer Advocate and Morgan Job Shadow facilitator to work with him.
2. Letter from Kelley Edwards praising and thanking Officer Mangs for his outstanding involvement in and superb interaction with students during REACT's overnight, substance free event on May 14<sup>th</sup>.
3. Letter from Investigator James Fitzgerald of the Office of the Chief State's Attorney for the quick response and actions of the day shift officers to investigate and recover stolen property during a larceny.
4. 2016 MADD recipients honored at the MADD banquet were Patrolman John Harkins, Patrolman Christopher Varone and Patrolman Jakub Owczarski
  - Chief DeMaio reported that on June 30<sup>th</sup> at Rocky's Aqua, MADD is launching a new program partnering with UBER
5. Letter from Assistant U.S. Attorney Anthony Kaplan complimenting Officer Varone on his tenacity and professionalism and the extra investigative interest and assistance he provided to the FBI to bust a larceny ring
6. Letter from Kathleen Mones, Director of Marketing and Business Development thanking Officer Smith for participating in the Touch-A-Truck event hosted by Clinton Crossing Premium Outlets over the Memorial Day weekend.
  - Chief DeMaio reported there is a new general manager at Clinton Crossings and he has met with the administration. He is working closely with them to establish minimum standards regarding reporting; will provide training on fraud and counterfeiting and establish a standard protocol. Chief DeMaio will be attending Clinton Crossings quarterly meetings.
7. Letter from Kathleen Mones, Director of Marketing and Business Development thanking Chief DeMaio for meeting with the Clinton Crossings administration.

Minutes of May 9, 2016:

A motion was made by P. Sengle, seconded by K. Simoncini to approve the minutes of May 9, 2016 as submitted. The motion carried unanimously.

Payment of monthly bills:

The commissioners reviewed the May bills and questioned a purchase of hats for \$480. They stated that expenses need to be brought before them for approval prior to purchases being made. A motion was made by P. Sengle, seconded by P. Niles to approve for payment the May 2016 bills as submitted. The vote was 2 in favor (P. Niles and P. Sengle) and 2 opposed (K. Simoncini, J. Hansen). The motion did not pass.

Chief's Report:

Officer replacement:

- The department has received five (5) lateral applications and 30 non-sworn applications

Marine Unit:

- Today the Marine unit assisted the Coast Guard in the search and recovery of a missing kayaker
- Officer Popovich came in on his day off and a Civilian Boat Operator handled the operation of the boat
- DEP thanked our department for our assistance and good work

ID Theft/ Credit Card Theft and Fraud Information Sheet:

- A standardized form has been implemented to ensure all the necessary information is obtained
- Sgt Flynn is providing training on this form

Social Media:

- Looking to utilize MyPD app to increase the use and success of social media
- MyPD app will provide real time interaction with the community

Staff Meeting:

- Had a staff meeting with the supervisors in May
- Next staff meeting will be scheduled on July 7<sup>th</sup>

SWOT:

- The SWOT analysis sheets are still coming in

Chaplain:

- Lyle Cubberly has been introduced to the officers and will go on ride-alongs and attend roll call
- Chief DeMaio will meet with Fire Chief Manware and Deputy Fire Chief Neff to discuss expanding L. Cubberly's duties to include the Fire Department

Citizens Academy:

- Twenty-three citizens graduated in May from the Citizens Academy
- It was suggested that the department contact local businesses to help defray the costs incurred

Recent investigation:

- Reported on a recent investigation and the outcome

VCS Software:

- An upgrade to the VCS software was made which includes tutorials and training on line
- When VCS is properly utilized it will streamline scheduling and reports

Dispatch Video Upgrade:

- There is now live feed from the schools, docks, town beach, providing real time data at no additional cost
- Upgrade was accomplished by M. Neff

CIRMA meeting:

- The meeting with CIRMA and town administrators went well
- Communication with CIRMA is getting better
- Trying to make a good working relationship

Shift Swaps:

- If officers are approved for a shift swap, no comp time can be taken during that shift by officer working swap

Fireworks:

- The fireworks are scheduled for August 20<sup>th</sup>
- Fifteen (15) officers will be needed to staff the fireworks event
- The Chamber of Commerce is responsible for payment for the officers service
- The next meeting is scheduled for June 16, 2016

Narcan Program:

- PIC and the Lions Club offered to help fund the Narcan program at a cost of approximately \$1,300 to equip the entire department
- Narcan nasal spray is an emergency treatment of known or suspected opioid overdoses
- The shelf life for Narcan is approximately 2 years

North Station:

- Working with DPW to make improvements to the North Station to include storage for DPW items, a secure storage (alternate evidence storage facility complete with S2 Netbox functionality) for the PD
- Cameras will be installed in the pen and at all entrances

Board of Education:

- Met with Superintendents J. Cross and M. O'Donnell to discuss and develop a security plan for the entire school district
- They have agreed to allow the police officers to hold Active Shooter training at the new Morgan, this will help officers to get familiar with the building
- Chief has developed a good working relationship with the BoE administrators

Staffing:

- With a number of officers out with injuries, he is trying to keep the shift and marine patrol staffed
- Other auxiliary units will be staffed as officers return to full duty

EAP Contract:

- In the past the department used the ESI Group for Employee Assistance
- Behavioral Health provided a quote that was \$480 less than the ESI Group and will provide employee assistance to the listed members and their families
- Behavioral Health also provides training
- A motion was made by K. Simoncini, seconded by P. Sengle to approve the contract with Behavioral Health for the 2016-2017 fiscal year in the amount of \$1,236. The motion carried unanimously.

Supernumerary Program:

- Supernumerary John Santry spoke about the merits of the program, those to include share the officers' workload, handle D-runs, take outside shifts when an officer is not available, provide administrative support reviewing policies and school assessments
- He spoke about the knowledge a seasoned/ retired officer, taking the position as a supernumerary, brings to the department and especially to the younger officers
- Chief DeMaio distributed a reported denoting the number of hours each supernumerary worked since July 1, 2015 and the number of hours he went to training.
- An option to consider is to make the supernumeraries a traffic agent/traffic officer; with that change they do not have to be a certified officer yet can still cover extra duty shifts, operate the boat and serve the community
- Some commissioners would like to see the supernumerary program increased and if it utilized properly and with an increase to the budget they can be an asset to the department

Shore Road: Emergency phones, speed sign data and patrol schedule:

- D. Hahn met with Chief DeMaio to investigate the status of the emergency phones; these were found to have been disconnected and will be removed by DPW
- D. Hahn provided the data summary report for the 2015 season, noting the times most cars are found speeding
- The department will try to target enforcement in that area at peak times

Patrol:

- A number of officers are out injured and this will be discussed further during Executive Session

Deputy Chief's Report:

Communications:

- P. Niles will send a letter to the Charter Revision Commission requesting the Police Department have authority over the Communications Center noting they are managed and supervised by the PD and the PD creates and manages the communication center's budget and hires the personnel.

MACO:

- Some progress is being made

Building Maintenance:

- Repairs to the building will begin this week to include: repoint the brick, repair stonewall and paint the building. This is under the supervision and budget of DPW
- The air conditioner is not functioning and will be repaired. DPW will handle this repair.

Fleet:

- There are a number of cars with major issues

Traffic Authority:

- Harborside Marina:
  - There have been parking issues which are being reviewed and addressed by P&Z, PD and DPW
  - To remedy the situation the parking signs will be moved and four (4) parallel parking spaces will be striped
- Summer Breeze Ride for Autism:
  - A motion was made by K. Simoncini, seconded by J. Hansen to authorize Chairman P. Niles to approve the application for the Summer Breeze Ride for Autism scheduled for Sunday, July 17, 2016. The motion carried unanimously.
- Clinton Volunteer Fire Department Boot Drive:
  - They submitted their application to hold a boot drive as depicted on their application on November 25, 2016 with rain dates of November 26<sup>th</sup> or December 3, 2016.
  - A motion was made by K. Simoncini, seconded by P. Sengle to approve the Clinton Volunteer Fire Department's boot drive as presented. The motion carried unanimously.

K. Simoncini spoke with Planning and Zoning Chairman G. Bousquet regarding notification to the Traffic Authority when their input and comments are a crucial part of the application process. A procedure will be implemented, possibly have the applicant present to the Traffic Authority directly.

K. Simoncini spoke with C. Stevens and P. Neff about bicycles riding on East Main Street sidewalks. Chief DeMaio also spoke with C. Stevens to resolve the safety issue. The Community Service Officer (CSO) will patrol the Post Office Square/East Main Street area during heavy bicycle usage.

The time report usage (vacation, sick, injury and comp) for each officer was distributed.

Old Business:

Special meeting to discuss short and long term goals for the Department:

- A special meeting to discuss long term goals and a strategic plan will be scheduled for Wednesday, June 29<sup>th</sup>.

New Business: None

Executive Session:

A motion was made by K. Simoncini, seconded by P. Sengle to move into Executive Session at 8:45 p.m. for contract negotiations, workers compensation and personnel with invited guests Chief DeMaio and Deputy Chief Carbone. The motion carried unanimously.

A motion was made by P. Sengle, seconded by P. Niles to move out of Executive Session at 9:10 p.m. The motion carried unanimously.

No action was taken.

The meeting was adjourned at 9:11 p.m.

Respectfully submitted, Wendy McDermott, Administrative Assistant