

REVISED MINUTES
BOARD OF POLICE COMMISSIONERS
September 12, 2016

PRESENT: Chairman Peter Niles, Commissioners: Ed Tessman, June Hansen and Phil Sengle

Absent: Commissioner Kim Simoncini

Also present: Chief DeMaio and Deputy Chief Carbone

Guests: D. Morelli, J. Santry, K. Hand and J. Case

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

All stood to recite the Pledge of Allegiance

Commission Awareness: Comments from the public:

D. Morelli referred to the August 8th minutes and asked the following:

- Who would be involved with the mentoring for at risk youths program:
 - Officers would be the mentors and they would interact with the youth either during their shift or be given comp time
 - D. Morelli suggested the officers do it on their own time
- Questioned the status of the Clinton Crossing police substation:
 - Chief DeMaio is still working with Clinton Crossings
- Hired a new officer, but to date still no female applicants/officers:
 - Chief DeMaio is working to expand the demographics
 - He is considering running our own hiring test to get and encourage diversity
- Kudos on the MyPD app

K. Hand and J. Case (also a letter from D. Adelstein) of 63, 61 and 60 Hammock Road (respectively) commented on the lack of NO PARKING signs on Hammock Road and the excessive amount of non-resident parking taking place on their street. They cited the following:

- The cars parked on the road make it difficult for residents to back out of their driveways or provide adequate room for emergency apparatus to pass
- Vehicles are parked for many hours throughout the day and night
- Vehicle owners are trespassing through yards, changing their clothing outside their cars and being disruptive

They would like to see NO PARKING signs installed and police patrolling this area enforcing the no parking rule to eliminate this problem.

- Chief DeMaio will have the second and third shifts patrol this area
- He suggested the residents put "NO TRESPASSING" signs on their property
- The Traffic Authority will discuss the installation of NO PARKING signs on this road

K. Hand also brought to their attention the lack of a STOP sign on Loop Road – this will be investigated

Correspondence:

- Note from Donna Andrews
- Note from Mr. and Mrs. Bruno
- Letter from Deputy Chief EMS John Battista
- Letter of recognition from Sgt Flynn
- Letter of recognition from Sgt Dunn
- Letter of thanks from Middletown Police Department
- Letter from Special Agent Peter Hsieh
- Harbor News article regarding Narcan training

- E-mail from First Selectman Farmer – dated August 12, 2016
- E-mail from First Selectman Farmer – dated August 21, 2016
- Thank you E-mail from Rotarian Linda Gworek
- Note and “Kindness Bags” from St. Alexis Church School students

The officers and organization are following the community policing platform, making contact with the public.

Minutes of August 8, 2016 Regular Meeting and September 2, 2016 Special Meeting:

A motion was made by E. Tessman, seconded by J. Hansen to approve the minutes of August 8, 2016 as submitted. The motion carried unanimously.

A motion was made by P. Sengle, seconded by E. Tessman to approve the minutes of September 2, 2016 Special Meeting as submitted. The motion carried unanimously.

Payment of monthly bills: To be reviewed and discussed during the Chief’s report.

Chief’s Report:

FY 2016-2017 budget:

- Reviewed and explained some of the line items and the charges against each

State of the Department

1. Morale continues to be high. We continue to receive overwhelmingly positive feedback from the staff and the community as to the direction of the Agency.
2. NARCAN
 - a. All personnel (-2) and Supernumerary are trained.
 - b. All kits now field deployed.
 - c. Story on front page of the Harbor News.
 - The police officers are first responders to all medicals
3. DARE
 - a. Plan for implementation into 5th grade at Pierson and 7th grade at Eliot.
 - b. Working with Superintendent O’Donnell and both principals on an implementation schedule.
4. MyPD App
 - a. App is up and running.
 - b. Working with IT to upgrade web-site.
 - The Police Department Facebook page has received many likes/hits
 - This app will provide people the ability to connect with the Police Department
 - MyPD stickers and code bars with app information will be posted and distributed around town
5. Regional Technical Crimes Working Group
 - a. Officer Varone leaving for training in AL on 09/19.
 - b. Lab space for TCU has been established.
 - c. CPD has been instrumental in concept roll-out.
 - d. Lab and Unit should be functional in early 2017.
 - This is an elite school with only 20 officers enrolled
 - This is not a task force, we will send officers when available
 - The policies and procedures are ready

- Clinton is the MDE (Mobile Device Examiner)
- Guilford is the DBF (Dead Box Forensics)
- Madison is the NID (Network Intrusion Detection)
- Alexion Pharmaceuticals in New Haven will provide the lab space
- There is a funding stream for this group
- This group encourages intra agency participation
- A presentation was made to the South Central Chief of Police Association and they seem interested

6. Fireworks

- a. Clinton PBA donated \$1,000.00 to the Chamber of Commerce towards the event.
- b. Event ran smoothly and without incident.
- c. Numerous comments about the efficiency of the operation and the cooperation between all involved agencies.
- d. Additional personnel provided by Madison PD (2 Bike Officers).
- e. Good PR for Town and Department on iCRV radio during event.
- f. Began awareness of distracted driving campaign (pledge & tee shirt give-away).
 - Approximately 5,000 to 6,500 people attended the event
 - Deputy Chief Carbone and CSO Hannon handled 75 “Distracted Driving” pledges
 - SRO Officer Popovich will continue the “Distracted Driving” campaign in school

7. Morgan School

- a. Gun safe approved and purchased for SRO.
- b. Grand opening on the 26th concluded without issue.
- c. Ofc. Popovich working with staff to develop optimal procedures for lock-downs.
 - Approximately 700 people attended the Morgan grand opening
 - Officer Popovich is speaking with each teacher to determine and implement the safety locations and features during a lock down

8. Distracted Driving Campaign

- a. Over 75 individuals signed pledge for awareness campaign on distracted driving.
- b. Awareness message on Town Hall message board.
- c. Initial enforcement push on 08/23-08/25.
- d. SRO Popovich to continue education campaign at Morgan.
- e. Awareness push through social media platform
- f. Larger enforcement wave for October.
 - During the 8/23-8/25 initial push 200 stops were made

9. Personnel

- a. Officer Lombardo has successfully completed Field Training and has been assigned to the Evening Shift to cover the staffing shortage due to injury.
- b. Mario Caruso was offered a position as a probationary officer to replace the position vacated by Officer Owczarski. He begins the POSTC Academy on October 7th. He will have a RJP the week of October 3rd.
- c. Part-time Dispatcher Kristopher Struzinski was offered the position of Full-time Dispatcher to fill the position vacated by Dispatcher Belton. He began full-time employment effective 10/12/2016.
- d. Supernumerary Pucillo resigned effective August 2016.

- e. Currently in process of hiring 2 Part-time Dispatcher positions and 1 Part-time MACO position (DC report).
- f. DC Carbone graduated for 10 Week Police Executive Training/ Southern Police Institute.
 - o Mario Caruso's swearing in ceremony will be held in the rotunda of the Town Hall on Monday, October 3, 2016 at 9:00 a.m.
 - o He is a graduate of the Norwich Academy
 - o A meeting with Supernumerary Colandrea is scheduled to discuss his intentions with the department
 - o Congratulations were given to DC Carbone on his graduation from the Southern Police Institute, a well respected school/program

10. CAD Upgrade

- a. Working with IT, Fire, EMS and Dispatch on upgrading our CAD/RMS software.
- b. Group had preview with Nexgen in East Haven on 23rd.
- c. Scheduling a preview of IMC product with group prior to year's end.
- d. Meet with dispatchers on 08/03.
 - o Dispatcher Tasos Clados is included in upgrading software as the end user
 - o Visited Nexgen – Fire personnel like this product and the Police can look at incidents as a whole
 - o Nexgen is utilized by most of the Connecticut departments
 - o TriTech (IMC) is our current software provider and the software is the entry level product
 - o Legislature demands that the CISS (Connecticut Information Sharing System) program be implemented and Nexgen can provide this program
 - o As part of the Field Training, each new officer will have 4 hours in dispatch

11. Continuing Initiatives

- a. Awards Committee: Volunteers- Sepega, Mill, Lee, Strunjo, Lee, DePietro, Reed, Smith & Varone – meeting will be scheduled for October.
 - o Need to get this committee ramped up
- b. Peer Counselor: Volunteers – Dunn, Harkins & Clados – Class on September 28th.
 - o Behavioral Health (EAP provider) provides this training.
 - o A trained officer can then speak and counsel another officer
- c. Mentoring Program for at-risk youth – Sgt. Sepega: on agenda for staff meeting.
 - o The staff meeting is scheduled for Tuesday, October 20th
 - o Policies and procedures need to developed
- d. Public Safety informational broadcasts with ICRV internet radio in Ivoryton-1st show being scheduled for October on the opioid crisis in CT.
- e. Active Shooter / Mass Causality Response training at Old Morgan with FD & EMS.
 - o This has been rescheduled to October
- f. Arranging for FBI National Academy instructors to give training session provide Training State-wide/ State-wide officer wellness committee.
 - o Chief DeMaio is a member of this committee
 - o This program will be brought here in 2017
- g. Training and increased presence at Clinton Crossing (possible sub-station) – Met with GM Chris Durant & 1st Selectman Farmer on 08/08.

- h. Marine Unit grant funding for replacement boat & program development.
 - o Have an individual on Capitol Hill involved and providing assistance
 - i. Fleet replacement schedule for long-term budgeting and increased fleet performance – presented to CEC on September 1st.
 - o Need a logical replacement schedule for the fleet
 - o The front line fleet are emergency response vehicles
 - o Working with Finance Director J. Murphy and First Selectman B. Farmer on the figures for a lease program
 - o A lease program would enable the department to acquire 3 new vehicles without increasing the Capital Expenditure budget – this also enables the department to replace the entire fleet in 4 yrs
 - o The emergency equipment should be replaced every 10 years
 - j. Department Chaplin – To attend death notification class at POSTC Academy.
 - o L. Cubberly will be attending the Academy at the end of September
 - o The Fire Department will be asked if they would like to have L. Cubberly as their Chaplain
 - k. K-9 Program training showing continual improvements.
 - o The K-9 program had been reviewed and found to be in need of additional training
 - o Getting positive feedback from Superior K9 Services trainer for the handler and dog – major improvements have been made
 - l. Booster seat program
 - o Officer Smith is organizing this initiative
 - o Extra car seats and booster seats would be available at the PD for those individuals pulled over and not able to purchase them
 - o Get officers certified as car seat technicians
12. Community Outreach and Charities during the month:
- a. Andrews Funeral – DeMaio, Carbone, Mill, Dunn, Sepega, DePietro, Strunjo, Cairns, Varone, Smith, Frey, Lombardo, Matakaetis.
 - b. Partners in the Community Board Meeting – DeMaio
 - c. Rotary Club Meeting – DeMaio
 - d. Project Purple Meeting – Dunn
 - o This program will be coming in October
 - e. Fundraiser with Families Helping Families & Stewart's Ace Hardware – DeMaio
 - o The bid went out for a Toyota van
 - f. Eagle Scout Court of Honor – DeMaio
 - g. Interview on Public Access Television – DeMaio
 - o The link to the Peter Mezzetti show can be found on the PD Facebook page
 - h. Morgan Dedication – DeMaio, Frey, Strunjo
13. Upcoming Events
- a. Tip-A-Cop – Thursday, 09/15 @ Chip's Pub III, 11AM – 10PM.
 - o Sgt Dunn is organizing this event
 - b. Caruso Swearing-in Ceremony – October 03, 0900 hours @ Town Hall

Patrol:

Investigation:

- The Detective Bureau has been doing good work on some big cases
- Training – IACP Conference
 - The Chief will be attending the IACP October Conference in San Diego
 - A motion was made by P. Sengle, seconded by E. Tessman to appropriate an amount up to \$2,100 from the State Asset Forfeiture account for his lodging and flight. The motion carried unanimously.
 - The conference costs will be taken from the department's training budget
- All supervisors will be scheduled to receive a like set of supervisory training such as LEEDA or Roger Williams

Deputy Chief's Report

Communication:

- Accepting applications for two part time dispatcher positions
- Discussed the cost difference between hiring a certified or non-certified person

Animal Control (MACO):

- Assistant MACO R. Sullivan has been putting in more hours in the absence of MACO Cavanaugh
- Accepting applications for a part time Assistant MACO
 - Applicant does not need certifications – once they are hired training will begin
- R. Sullivan will reach out to Westbrook's MACO and Madison's MACO for additional assistance

Building Maintenance:

- HVAC problems are handled through Public Works Director Peter Neff

Fleet:

- Vehicle maintenance has been low to date

Traffic Authority:

The State of Connecticut Department of Transportation submitted a letter re: Traffic Control Signal and Pedestrian Control Feature Upgrades on US Route 1 at Mallard Lane and Meadow Road intersection to be done in 2018. No action is needed at this time.

Officers have run radar on Uncas Road and to date found no traffic problems. Once the trailered true speed sign is repaired it will be stationed in this area and the data will be collected. The department needs to purchase the small speed signs that can be mounted to sign poles for data collection.

Old Business: None

New Business: Request to reschedule the next Board of Police Commissioner's meeting from October 17 to October 11. A motion was made by J. Hansen, seconded by E. Tessman to reschedule the Board of Police Commissioner October 17th meeting to October 11th. The motion carried unanimously.

Executive Session:

A motion was made by E. Tessman, seconded by P. Sengle to move into Executive Session to discuss personnel issues with invited guests Chief DeMaio and Deputy Chief Carbone at 9:02 p.m. The motion carried unanimously.

A motion was made by E. Tessman, seconded by P. Sengle to move out of Executive Session at 9:08 p.m. The motion carried unanimously.

No action was taken.

The meeting was adjourned at 9:09 p.m.

Respectfully submitted,

Wendy McDermott
Administrative Assistant