

MINUTES
BOARD OF POLICE COMMISSIONERS
Special Meeting
October 11, 2016

PRESENT: Chairman Peter Niles, Commissioners Phil Sengle and Kim Simoncini (arrived 7:12 p.m.)

Also present: Chief DeMaio and Deputy Chief Carbone

Absent: Commissioners June Hansen and Ed Tessman

Guests: Lou Russo and John Santry

The meeting was called to order at 7:12 p.m.

All stood to recite the Pledge of Allegiance

Commission Awareness: Comments from the public:

L. Russo spoke about including the Police Department in the Safedeal.zone website. This website provides a list of safe locations local citizens can conduct online purchase transactions face to face safely. This has been discussed and is being considered.

Correspondence:

- Thank you email from S. O'Brien regarding the clearing of the shrubs at the Hurd Bridge Road/Route 81 intersection
- Thank you emails from D. Lundgren and A. Guarascio for the Police Department's participation in the International Walk to School Day

Minutes of September 12, 2016:

- A motion was made by P. Sengle and seconded to table the approval of the September 12, 2016 minutes until the November meeting. The motion carried unanimously.

Payment of monthly bills:

- Two reports were provided for the commissioners review:
 - Detail Expenditure Status Report
 - Transaction Listing
- Overtime was high during July and August (heavy vacation time); however it is leveling off
- Maintenance contracts are being reviewed and reworked.
 - A meeting with Motorola is scheduled for October 25th to review their contract
- Carpeting has been installed in the briefing and report writing rooms as well as all three entrances
- The vendor for cleaning supplies has been changed
- A motion was made by P. Sengle, seconded by K. Simoncini to approve the September bills as submitted. The motion carried unanimously.
- A question was raised whether the payment of the monthly bills required a vote.

Chief's Report:

FY 2016-17 budget:

- Discussed while reviewing the bills

State of the Department:

- This was mailed to the commissioners for their review prior to the meeting, only portions of this document were discussed

STATE of the DEPARTMENT – September 2016

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. DARE
 - a. Plan for implementation into 5th grade at Pierson and 7th grade at Eliot.
 - b. Met with Superintendent O'Donnell and outlined an implementation schedule.
 - c. Will secure funding from various groups for program.
3. MyPD App
 - a. App is up and running.
 - b. Over 5,900 hits on one post in an 8 hours period.
 - c. Officer Santiago is working with IT to upgrade web-site.
 - He is also helping out with administrative work in the Detective Bureau
4. Regional Technical Crimes Working Group
 - a. Officer Varone Completed training and is now a Certified Mobile device Examiner.
 - He is certified with Cellebrite
 - b. Department has received \$ 35,000.00 worth of forensic examination tools and software.
 - c. CPD continues to have a major role in the start-up of the group.
 - This is a regional crime working group
 - An officer will assist the group only when he is available
 - d. Lab and Unit should be functional in early 2017.
5. K-9 Program
 - a. Officer Matakaetis resigned as the Department's K-9 handler.
 - Chief DeMaio spoke to T. Steward from Ace Hardware regarding Ace
 - b. Consulting with Superior K-9 services to determine the best route forward.
 - Speaking with another agency regarding the purchase of Ace
 - c. Numerous officers have expressed an interest in K-9 handler position.
 - d. Brought group of prospective handlers to observe training group and understand the level of commitment required for the position.
 - These candidates would be interviewed by a panel of dog handlers and master trainers to determine the best K-9 handler for the department
6. Morgan School
 - a. Gun safe installed.
 - b. Med. Kit and ballistic vest provided for SRO.
 - c. Ofc. Popovich is conducting a "job shadowing" program at Morgan.
 - This is a job preview/job shadow program for Morgan students interested in criminal justice
 - This provides a positive interaction with students
 - Officer Popovich's SRO role is expanding into some teaching
 - d. Ofc. Popovich continues to with staff on developing optimal procedures for lock-downs.

7. Distracted Driving Campaign

- a. Initial enforcement push on 08/23-08/25.
- b. Awareness pushes through social media platform / SRO Instruction.
- c. Targeted enforcement wave for this month.

8. 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 hired as a probationary officer to replace the position vacated by Officer Owczarski. He began the POSTC Academy on October 7th.
- c. Part-time Dispatcher Kristopher Struzinski was offered the position of Full-time Dispatcher to fill the position vacated by Dispatcher Belton. Currently in process of hiring 2 Part-time Dispatcher positions and 1 Part-time MACO position (DC report).
- d. Supernumerary Colandrea resigned effective August 2016.
 - He has a full time job and did not have time to give as a supernumerary
- e. All personnel are back to work in some capacity (1 Officer on LD).
- f. Five additional officers (DeMaio, Cairns, Corbin, Strunjo and Mangs) qualified with patrol rifle.
- g. All supervisors attended effective and progressive staff meeting was held on 09/20.

9. CAD Upgrade

- a. Working with IT, Fire, EMS and Dispatch on upgrading our CAD/RMS software.
- b. Scheduling a preview of IMC product with group prior to year's end.
- c. Had teleconference with Nexgen/Fire & IT on reduced pricing of software.

10. Operational Changes

- a. Discontinued use of individually issued OC spray due to infrequency of deployment, cross and decontamination issues, training requirements and cost.
 - Will use OC/Pepper spray as a large scale deployment for crowd control
- b. Discontinue use of coded radio transmissions in favor of "plain language" to be compliant with NIMS/ICS requirements and to enhance operational effectiveness in multi-agency responses.
 - Agencies have been using plain language since 2003
- c. Defined hours for fingerprinting to take effect on November 1st to increase operational efficiency and decrease drain on shift manpower.

11. Continuing Initiatives

- a. Awards Committee: Volunteers- Sepega, Mill, Lee, Strunjo, Lee, DiPietro, Reed, Smith and Varone – Meeting will be scheduled for October.
- b. Four Personnel (Dunn, Smith, Harkins and Clados) trained as Peer Counselors.
- c. Mentoring Program for at-risk youth – Sgt. Sepega: on agenda for staff meeting.
- 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 and Madison PD.
- f. Marine Unit grant funding for replacement boat and program development.

- g. Department Chaplin – To attend death notification class at POSTC Academy.
- h. Instituted a Supervisory training track to be followed by all supervisory personnel (LEEDA & NECOPA).
- i. Evaluating new patrol information software
- j. Patrol Rifle Program – Working on equipping all qualified officers with individually issued patrol rifles.
- k. Officers Frey and Popovich to conduct safety presentation for Town Hall Personnel.

12. Community Outreach and Charities during the month:

- a. iCRV radio show – Youth: stressors, coping and addiction – DeMaio
- b. Project Purple Meeting - Dunn
- c. Tip-A-Cop – DeMaio, Dunn, Sepega, Strunjo, Pellegrini, Lee, Smith, Mangs, Torino and Buskey (Ret.)
- d. Families Helping Families Food Drive - DeMaio
- e. Ad-Hoc Planning and Zoning Committee – DeMaio
- f. Handicapped ramp build – DeMaio, Mill, Flynn, Clados

13. Upcoming Events

- a. Trunk-or-Treat – Clinton Crossing, October 28th

Deputy Chief's Report:

Communications:

- The part time dispatcher application submission period closed on September 30th
 - 74 applications were received and 15 applicants will be considered for interviews
- An audit of the Department's Collect system will be scheduled to ensure our compliance with the CODIS protocols

MACO:

- The part time MACO applications submission period closed on September 30th
 - 15 applications were received and 6 applicants will be considered for interviews

Building Maintenance:

- Minor repairs have been completed
- Carpet was installed in the briefing and report writing rooms and in the three entrances

Fleet:

- Minor repairs, everything working

Traffic Authority:

Radar Sign:

- The radar sign's dolly is in disrepair; the sign had to be placed on the trailer
- It is old technology; new small/portable signs will be requested in the 2017-2018 operating budget
State Traffic Control Signal and Pedestrian Control Feature Upgrades:
- A meeting is scheduled for Monday, October 17th to review the plans for the installation of new traffic control signal equipment and/or upgrade to the pedestrian control feature at the intersection of Mallard Lane/ Meadow Road/ Route 1
- The final work will be completed in 2018

Ad Hoc Planning and Zoning Committee Report:

- One consideration they brought forward was to do further investigative work on the turning radius where Route 81 meets Central Avenue – consider revamping/reworking this sharp “S” curve

Old Business:

Hammock Road parking issue:

- Officers patrolled the area and reported:
 - There is no bottleneck for emergency vehicles – sufficient space for apparatus to get by parked vehicles
 - There have been no additional reports from residents since they met with the Board

New Business: None

Executive Session:

A motion was made by P. Sengle, seconded by K. Simoncini to move into Executive Session to discuss personnel issues at 7:56 p.m. with invited guests Chief DeMaio and Deputy Chief Carbone. The motion carried unanimously.

No action was taken.

A motion was made by P. Sengle, seconded by K. Simoncini to move out of Executive Session at 8:08 p.m. The motion carried unanimously.

The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Wendy McDermott
Administrative Assistant