

EAST WINDSOR POLICE COMMISSION

REGULAR MEETING: March 13, 2013

East Windsor Town Hall Meeting Room

1. CALL MEETING TO ORDER AND ATTENDANCE:

Meeting was called to order at 7:00pm by Chairman Nelson. Commissioners Sauerhoefer, Filipone and Stremper were present as well as Chief of Police Edward DeMarco and Deputy Chief Roger Hart. Commissioner Mancuso was absent (excused).

Chairman Nelson requested a moment of silence for East Hartford Police Officer Paul Buchanan, his family and friends, as well as others who have lost their lives.

2. ADDED AGENDA ITEMS:

Chief DeMarco requested the following items be added under section (7) New Business:

1. Conditional offer of employment process
2. Locker Room bid process – Phase II

3. PREVIOUS MEETING MINUTES:

The minutes from the February 13, 2013 regular meeting were reviewed by all commission members.

MOTION made by Commissioner Stremper to accept the regular meeting minutes of 2/13/13. **SECONDED** by Commissioner Filipone. No discussion.

VOTING IN FAVOR: Stremper/Filipone

ABSTAIN FROM VOTING: Sauerhoefer (absent 2/13/13)

ALL THOSE VOTING, VOTE IN FAVOR, MOTION CARRIED.

4. BUDGET AND EXPENDITURES:

A) Police Department – Monthly Billing: **MOTION** made by Commissioner Sauerhoefer to accept the monthly billing as of 3/8/13, including animal control, in a total amount of \$ 6,033.35. **SECONDED** by Commissioner Filipone. No discussion.

VOTE IN FAVOR: Sauerhoefer/Stremper/Filipone

ALL IN FAVOR, MOTION CARRIED.

B) Police Department – Financial Statement: **MOTION** made by Commissioner Sauerhoefer to approve the monthly financial statement dated 3/8/13, as submitted. **SECONDED** by Commissioner Filipone. No discussion.

VOTING IN FAVOR: Sauerhoefer/Stremper/Filipone

ALL IN FAVOR, MOTION CARRIED.

C) Police Commission – Monthly Billing: **MOTION** made by Commissioner Sauerhoefer to approve the monthly billing as of 2/28/13 in the total amount of \$ 125.00. **SECONDED** by Commissioner Filipone. No discussion.

VOTING IN FAVOR: Sauerhoefer/Stremper/Filipone

ALL IN FAVOR, MOTION CARRIED.

D) Police Commission – Financial Statement: **MOTION** made by Commissioner Sauerhoefer to accept the police commission monthly financial statement dated 2/28/13, as submitted. **SECONDED** by Commissioner Filipone. No discussion.

VOTING IN FAVOR: Sauerhoefer/Stremper/Filipone

ALL IN FAVOR, MOTION CARRIED.

5. UNFINISHED BUSINESS:

A) School Security

Chief DeMarco reported they the department continues to meet with the schools and that there is still no grant money available at this time.

6. TRAFFIC AUTHORITY:

None

7. NEW BUSINESS:

A) Conditional offer of employment process:

Chief DeMarco requested permission, from the commission, for a one time, temporary adjustment to the conditional offer of employment process. Chief DeMarco stated that with resignations, long-term injuries and illnesses, there may be openings that would put the department in sudden dire need. He continued to state that an option to get new officers in quicker may be to make conditional offers first, followed by an interview by the Police Commission. Commissioner Filipone asked if Chief DeMarco is asking permission to do this one time. Chief DeMarco responded that this would involve two conditional offers to two qualified candidates. In summary, Chief DeMarco is asking the Police Commission to grant him permission to offer conditional offers of employment to include the following conditions: (1) funding is available and (2) candidate would be presented to the Police Commission for approval. Commissioner Sauerhoefer asked if the Police Commission would have the final say. Chief DeMarco replied that the Police Commission would have the final say and that it would be written in the offer presented to the candidate.

MOTION made by Commissioner Filipone for the Police Commission to authorize the Chief of Police to make a one time offer of conditional employment for a lateral/comparative/compliant applicant to include the following conditions (1) financial availability and (2) Police Commission final approval. **SECONDED** by Commissioner Stremper. No further discussion.

VOTING IN FAVOR: Sauerhoefer/Stremper/Filipone

ALL IN FAVOR, MOTION CARRIED.

B) Locker Room bid process – Phase II:

Deputy Chief Hart has received seven sealed bids to present at tonight's meeting. DC Hart explained that all contractors interested in bidding needed to attend a mandatory walk through of the locker room on 2/21/13 in order to have a better idea as to what was needed. Thirteen contractors attended the walk through, with seven bids submitted for today. All contractors were informed that there was a \$34,000.00 maximum to spend. Contractors were to present a plan to best utilize the funds to complete phase II of the locker room renovations. Bid will be awarded on 4/1/13. Chief DeMarco and Deputy Chief Hart recommended that a subcommittee meets to discuss the steps and details of each of the bids in order to best evaluate the bids. Subcommittee would need to meet in March in order to award a bid on 4/1/13.

Commissioner Filipone asked for a general review of the project. Chief DeMarco responded that this phase involves sinks, toilets, shower, ventilation, some plumbing and cosmetic. Bid specs were sent out.

Deputy Chief Hart opened each of the seven sealed bids in front of the commission. All submitted bids had contractors present at the mandatory pre-bid walk through. The bids, in no particular order, are listed below:

1. *Bath and Kitchen Innovations* (262 Ellington Rd, South Windsor, CT) \$ 33,950
2. *Diversified Contractors, LLC* (Oakland, CT) \$29,900 *Note: 3 sealed bids were received – the subcommittee will confirm if they are duplicates
3. *Plourde Enterprise* (Berlin, CT) \$32,000
4. *Warren Brothers, LLC* (Stafford Springs, CT) \$32,232
5. *C & A Distributors, Inc.* (Newington, CT) \$1985/lot – only quoting toilet partitions
6. *Martindale and Salisbury* (Vernon, CT) \$31,970
7. *Bartholomew Contractors & Interiors* (Hartford, CT) \$34,000

Chairman Nelson appointed Commissioner Sauerhoefer and Commissioner Filipone as the subcommittee to work with Chief DeMarco and Deputy Chief Hart to review the specs and award a bid on 4/1/13. Commissioners Sauerhoefer and Filipone accepted. Commissioner Filipone commented that he has not heard of or know any of the seven bids/contractors presented tonight.

No further discussion at this time.

8. COMMUNICATIONS:

Commissioner Sauerhoefer stated that the "Walk for Abby" is scheduled for 4/27/13, with the same route as last year. He will submit an official email regarding the route.

9. MONTHLY REPORTS:

- A) Chief of Police: Report submitted to the Commissioners
- B) Commissioners: None

10. PUBLIC INPUT – Comments and Discussion (5 minutes maximum time per subject)

None

11. EXECUTIVE SESSION:

MOTION made by Commissioner Sauerhoefer to go into Executive Session to include Chief DeMarco and Deputy Chief Hart (7:32pm). **SECONDED** by Commissioner Filipone.

VOTING IN FAVOR: Sauerhoefer/Strempfer/Filipone

ALL IN FAVOR, MOTION CARRIED.

Executive Session ended at 8:11pm.

No action taken.

12. ADJOURNMENT:

MOTION made by Commissioner Sauerhoefer to adjourn the regular meeting at 8:11pm. **SECONDED** by Commissioner Filipone.

VOTED IN FAVOR: Sauerhoefer/Strempfer/Filipone

ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Christine Pellegrini - EWPC Recording Secretary