**Approved Minutes**

**Present**: Allison Tokarz, Steve Ritchie, Alan Hurst and Dean Markham

**Not Present:** Janine Jiantonio, Alannah Coshow and Marc Lambert

**Other attendee(s):** Jeffery Jylkka: Director of Finance, Michael Maniscalco: Town Manager and Sean Cox: Chief of Police

**1-2. Chairwoman Tokarz called the meeting to order at 5:30 p.m. followed by the Pledge of Allegiance.**

**3. Public Remarks**

None

**4. Discuss and take possible action on an additional appropriation for the hiring of a new police officer.**

Discussion began with Mr. Hurst referencing the discussion from the September 19th BoF Meeting and the letters/articles that soon followed. Feeling he had been misquoted and/or his comments had been misconstrued, Mr. Hurst shared portions of dialog from a transcription of the meeting. He followed with further explanation that his talking points were in support of collecting more information from Chief Cox as to what the needs of the department truly are stating that with more information, we (BoF) may discover and be able to support the that we don’t need 1 more officer but maybe 3 officers. He closed his initial comments with the suggestion of gathering a multi-year plan for the Police Department especially given the amount of time the candidate selection and training / certification process takes.

In response to questions asked by Mr. Hurst and other Board members throughout the discussion, Chief Cox informed the Board that there are many factors that need to be understood when it comes to the police department. First, it needs to be agreed upon as to what level of service is expected of the police force. Today, the department is staffed for reactionary support. As the designated 1st level response for medical calls and only being able to staff most shifts at the minimum, there is no time for community involvement (ex: youth interaction) at the level the department would like. He went on to explain that while the department has been “plagued” with injuries resulting in officers on restricted duty, there are many nuances to scheduling not only driven by union contract but impacted significantly by the tenure of most of the staff resulting in

the need to accommodate earned time-off by the officers. He also addressed the officer in canine training (which should be completed in January 2017), the status of Officer Burgin (and that while it is too soon to tell when he will be back and fully active, it is expected to be well over a year), that one officer is eligible for retirement now but staying because of the situation the department is in and that while there are discussions occurring around a school resource officer, the department would not be able to leverage that resource for shift work on a regular basis.

In response to Mr. Markham’s suggestion of suspending the department’s obligation as first responders for medical calls and/or suspending a shift or two a week, Chief Cox and Mr. Maniscalco explained that due to the state process to reassign medical response responsibilities and union contract obligations, neither of those could occur.

*The above discussion was followed by a motion, made by Mr. Ritchie in the form of the below resolution, and seconded by Mr. Hurst.*

*Resolved, that the Board of Finance recommends that the Town Council appropriate FIFTY THOUSAND NINE HUNFRED SEVENTY FOUR DOLLARS ($54,974) for costs in connection with hiring an additional police officer for the Police Department; and the appropriation shall be funded from unassigned General Fund balance ($54,974) and the amount of the appropriation shall be allocated as follows;*

* *$41,073 (Police Patrol budget)*
* *$13,901 (Health Insurance/Employee Benefits Budget)*

*The appropriation may be spent on wages, benefits and other related expenses.*

Following the motion, Chief Cox, Mr. Maniscalco and Mr. Jylkka responded to questions focused on salary, benefit costs and pension vesting schedule for the position.

 After a suggestion from Mr. Markham to recommend an appropriation for the canine now rather than waiting for the 2017/2018 budget cycle was not taken up by other members, the motion on the table went to a vote.

**Vote: 4-0. Motion Passed.**

Before the agenda item was closed, Board Members requested that future information be provided to Board Members in a timely manner allowing for adequate review prior to the meeting/discussion.

1. **Public Remarks:**

 None

1. **Adjournment:**

Mr. Hurst made a motion to adjourn at 6:12 p.m. that was seconded by Mr. Markham. **Vote was unanimous in favor. Motion Passed.**

Respectfully submitted,

Renee Bafumi

Recording Secretary