

OLD SAYBROOK POLICE COMMISSION

Regular Meeting

April 25, 2015

MINUTES

A regular meeting of the Old Saybrook Police Commission was held on Monday, April 25, 2016 at the Old Saybrook Town Hall.

Present: Chairman Stuart, Vice Chairman Von Dassel, Secretary Moran and Commissioners Burnham, Cooper and Maselli. Chief Spera and Lieutenant Roche were present from the Department of Police Services.

I. Call to Order/Pledge of Allegiance

Chairman Stuart called the meeting to order at 7:02PM and led those in attendance in the Pledge of Allegiance.

II. Minutes

A. March 28, 2016 Regular Meeting

Vice Chairman Von Dassel made a motion to approve the March 28, 2016 Regular Meeting Minutes. The motion was seconded by Commissioner Maselli. The motion to approve the March 28, 2016 Regular Meeting Minutes passed with a vote of 5 in favor and 0 against. Commissioner Cooper was not present for the vote.

III. Comments from the Public

Renee Shippe wanted to congratulate the Police Department as she was told by First Selectman Fortuna that the construction and warranty work has been completed. She inquired when the Police Department would be holding an open house.

She inquired about the Golf Cart program asking if the residents are given the rules of where they can and cannot drive.

Chairman Stuart stated that the rules are included in each new application and renewal.

IV. Executive Reports

A. Financial

1. 15-16 Operating Budget

Chief Spera discussed the Personnel spreadsheet each Commissioner received in their Commission packet, stating that nothing was different than what was previously discussed.

He stated that Expenses and Supplies has been frozen as much as the Department can handle. There has been very little expenditures in the line items that are over budget. He informed the Commission that the end of the year projections will be handed out by the end of May.

2. 16-17 Budget Process

Chief Spera handed out copies of the revised Marine Patrol and Police Department budget.

The Board of Finance reduced the Marine Patrol budget by (\$7,000.00) seven thousand dollars. The reduction will come from the personnel, gasoline along with general maintenance and repairs line items.

Commissioner Maselli inquired as to where the Board of Finance came up with the number seven thousand dollars.

Chief Spera stated that he didn't know.

Secretary Moran asked if any explanation was given by the Board of Finance regarding any of the reductions.

Chief Spera stated that no explanations were given.

Chief Spera stated that the Police Department budget was reduced by (\$4,400.00) four thousand four hundred dollars. The reduction will come out of the Police Canine line item. Canine Zeus is slated to retire at the end of this year and the reduction will cause the second canine team to be suspended until funding is restored.

3. Report of Off Budget Accounts

Chief Spera handed out an updated balance sheet to report on the off budget accounts. He advised the Commission that there will be some changes in the police administrative account as the EO Tech reimbursement check was delivered for the full value of the damaged sights. The new sights will be purchased with this money.

The Drivers Safety account will see two withdrawals due to the camera being installed on the police boat.

Due to the recent car accident involving a police vehicle the Police Insurance Exchange Account will receive funds from CIRMA which will be used to pay for the necessary body work.

B. Administrative

1. Personnel Report

Chief Spera stated the two recruits are doing very well in the academy. The Department has several new Field Training Officers who will assist in training the two new Officers after they graduate at the end of June from the academy.

Chief Spera advised the Commission that a Police Officer has been out sick for the past 11 days. There has been no Doctor's note given as of yet and Chief is debating if the Officer will have to take a fitness for duty test when he returns. He stated he will keep the Commission updated on the situation.

Chairman Stuart asked if the Officer has received written notice of the request for the Doctor's note.

Chief Spera stated yes.

2. Facility Warranty Work

Chief Spera stated that some warranty work still needs to be finalized at the Police Department. The Parking lot is still an issue and it will be seen if the HVAC system is actually fixed when the humidity starts to rise.

The internal PA system and the Case Cracker system still need to be fixed. The Police Department is working with Red Hawk to try and resolve those issues. When the Case Cracker trainers came to train the Officers on the system they found that the system was missing key pieces that were supposed to be delivered and installed.

Recently the vinyl molding baseboards have decided not to remain glued to the wall and they are falling off the wainscoting onto the floor throughout the building. Downes is aware of this and will be working with the flooring company to remove and replace the base molding.

Secretary Moran asked if there will be a specific humidity level that the Police Department will adhere to.

Chief Spera replied there will be no specific level he wants to get a couple of hot and humid days and see what is working or not working.

3. Activity Report

Chief Spera stated that the Commission received their activity report within their Commissioner packets.

Chairman Stuart asked if any Commissioners had any comments or questions regarding the activity report.

There were no questions regarding the activity report.

4. Legal Traffic Authority Briefing

Chief Spera updated the Commission regarding the Ingham Hill Road resident stating that he and First Selectman Fortuna have met with her and they are hopeful that they can come up with a solution that will meet the needs of the Town and the resident.

He stated that the Pathway Lighting request is still on the First Selectman's desk.

He added that the Route 1 West milling and paving has started and he is hopeful that the traffic light cycles will be back to normal when they are finished.

Chief Spera updated the Commission regarding the Cornfield Point overgrowth issue and stated that the First Selectman is handling it as he is in charge of Public Works.

V. **Reports of Sub Committees / Liaisons**

1. **Law Enforcement Personnel Hiring Subcommittee**

Commissioner Burnham stated that the subcommittee has not met since the last regular Police Commission meeting.

2. **Law Enforcement Fund**

Commissioner Burnham stated that the Law Enforcement Fund Committee has not met as they have no funds until the approved money is deposited into the fund from the estate previously discussed.

3. **Police Contract Negotiation**

Chief Spera and Vice Chairman Von Dassel updated the Commission regarding the Police Contract Negotiations by stating that there have been two meetings so far. The first meeting is the setting of ground rules and what can or can't be discussed outside of the meetings. The Chief and Vice Chairman Von Dassel cannot report other any additional information other than that both sides have met and continue to work on the issues.

Chief Spera stated that there has been no meetings and no movement regarding dispatcher negotiations.

VI. **Discussion and Possible Action Concerning Golf Cart Registration Fees**

Chief Spera stated that April is golf cart fee review month. He recommends to the Commission that they keep the same fees as last year.

Commissioner Burnham made a motion to accept the fee structure for the 2016-2017 Golf Cart program as \$25.00 for the first plate, \$20.00 for the second, \$15.00 for the third and \$45.00 for vanity plates for the 2016-2017 year. Secretary Moran seconded the motion. The motion to accept the fee structure for the 2016-2017 Golf Cart program passed with a vote of 6 in favor and 0 against.

VII. **Continued Discussion concerning an "Audience of Citizens" By-Law Amendment**

Chief Spera handed out the Audience of Citizen by-law amendment written by Attorney Pat McHale. The Commission had a couple of questions regarding the by-laws.

Chairman Stuart suggested that the Commission table the by-laws so the Commissioners can review them and vote on them at the next meeting.

Commissioner Cooper made a motion for the Commission to table the Audience of Citizens by-law amendment till next meeting. Commissioner Burnham seconded the motion. The motion to table the Audience of Citizens by-laws passed with a vote of 6 in favor and 0 against.

VIII. **Comments from the Public**

Renee Shippe stated that she is concerned after hearing the Chief talk about more facility warranty work. The First Selectman informed her that everything was completed.

Chairman Stuart replied that the parking lot and HVAC system issues still need to be resolved.

Renee Shippe asked if there was a performance bond in place.

Chairman Stuart stated that the Police Commission has given Renee the answers that they know. Should she need further clarification she would have to see the First Selectman.

Commissioner Cooper asked if the Building Committee was still meeting.

Secretary Moran stated yes on an as is basis.

IX. Comments from the Chief of Police

Chief Spera stated that the DARE graduation is May 24 at 6:30 PM. Each Commissioner will receive an invitation to attend.

Chief Spera stated that the Lieutenant will be spending 80 percent of his time in the Detectives Division to supervise, review and recommend any possible changes in practices and implementing efficiencies.

He advised the Commission that Pistol Permits requests continue to be submitted in record numbers and citizens are complaining about not getting permits fast enough.

The Chief reviewed the process with the Commission stating that the process is getting longer and longer due to the high demand country wide.

He stated that the police vessel is currently being fitted with engines and that the project is on budget.

He advised the Commission that various internal operational appointments are being reviewed as well as his appointment to other Town Boards and Commissions where the Police Department maintains representation. He will keep the Commission informed should any changes take place with appointments.

Chief Spera was pleased to announce that the Old Saybrook Middle School won NELMS award. Within the award they highlighted the SRO Program. The highlight shows how above and beyond Lieutenant McDonald goes each day and Chief Spera wanted to publically thank him and the Commission's continued support for the SRO Program.

Chief Spera stated that the primary is tomorrow and that all the schools will remain open. He has met with the Superintendent and the Principals and stated that everyone should be prepared for additional traffic.

X. Comments and/or Concerns from Commissioners

Chairman Stuart stated that he has spoken to First Selectman Fortuna about the Police Commission taking back oversight of the Marine Patrol budget and that First Selectman Fortuna is in favor of the move and wanted to discuss the issue in more detail in the near future.

Commissioner Maselli stated that he wanted to thank the Police Department for their participation in the Safety and Wellness day at the Old Saybrook Middle School. The Police Officers teach the entire school citizen CPR and Commissioner Maselli stated as a father and as a Police Commissioner he wanted to thank the Department.

XI. **Discussion and Possible Action to enter Executive Session to discuss legal strategy concerning a legal claim made against the Department.**

Commissioner Maselli made a motion to enter into Executive Session inviting Chief Spera, Lieutenant Roche and Records Clerk Jennifer Damato to join. Commissioner Burnham seconded the motion. The motion enter into Executive Session passed with a vote of 6 in favor and 0 against.

The Police Commission entered into Executive Session at 7:42 PM

The Police Commission exited Executive Session and reentered Regular Session at 7:53 PM.

XII. **Adjournment**

Commissioner Maselli made the motion to adjourn. The motion was seconded by Commissioner Cooper. The motion to adjourn the meeting passed with a vote of 6 in favor and 0 against.

The meeting adjourned at 7:55 PM.

The next regular Police Commission meeting is scheduled for May 23, 2016 at 7:00 PM in the first floor conference room at the Old Saybrook Town Hall.

Respectfully submitted by:

Jennifer Damato
Records Clerk for the Old Saybrook Police Commission