

OLD SAYBROOK POLICE COMMISSION

Regular Meeting

June 27, 2016

MINUTES

A regular meeting of the Old Saybrook Police Commission was held on Monday, June 27, 2016 at the Old Saybrook Town Hall.

Present: Chairman Stuart, Vice Chairman Von Dassel and Commissioners Burnham, Cooper, Coppes 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 7:00PM and led those in attendance in the Pledge of Allegiance.

II. Minutes

A. May 23, 2016 Regular Meeting

Commissioner Coppes made a motion to approve the May 23, 2016 Regular Meeting Minutes. The motion was seconded by Vice Chairman Von Dassel. The motion to approve the May 23, 2016 Regular Meeting Minutes passed with a vote of 5 in favor and 0 against with Chairman Stuart abstaining.

III. Comments from the Public

There were no comments from the public.

IV. Discussion and Possible Action to Enter into Executive Session to Discuss Security Matters Concerning the Department of Police Services.

Commissioner Maselli made a motion to enter into Executive Session for the purposes of discussing security matters concerning the Department of Police Services inviting First Selectman Fortuna, Chief Spera, Lieutenant Roche, Sgt. Gardner, and Records Clerk Jennifer Damato to participate. The motion to enter was seconded by Commissioner Burhman. The motion to enter into Executive Session passed with a vote of 6 in favor and 0 against.

The Police Commission entered into Executive Session at 7:03 PM.

The Police Commission exited Executive Session at 7:27 PM.

V. Discussion and Possible Action to Enter into Executive Session to Discuss and Interview a Candidate for the Position of Patrolman.

Commissioner Coppes made a motion to enter into Executive Session for the purposes of conducting an interview for the position of Patrolman, inviting First Selectman Fortuna, Chief Spera, Lieutenant Roche, Sgt. Gardner, and Records Clerk Jennifer Damato to participate. The motion to enter was

seconded by Commissioner Maselli. The motion to enter into Executive Session passed with a vote of 6 in favor and 0 against.

The Police Commission entered into Executive Session at 7:27PM

The Police Commission exited Executive Session at 8:05 PM

VI. Discussion and Possible Action on the Appointment of Patrolman.

Vice Chairman Von Dassel made a motion to hire Eric Kiesel provided that he completes and passes the medical and drug testing and that he will be appointed by Chief Spera at a time that is sound for the Department. Commissioner Maselli seconded the motion. The motion to hire Eric Kiesel provided he completes and passes his medical and drug testing passed with a vote of 6 in favor and 0 against.

VII. Executive Reports

A. Financial

1. 15-16 Operating Budget

Chief Spera stated that the 15-16 Budget is coming to a close and the Police Department is doing everything they can to keep the budget overages as small as possible. The Police Commission has been receiving Payroll totals and Expenses and Supplies spreadsheets for the past couple months and Chief has been stating that the Police Department should be in the black on salary but in the red on extra personnel and vacation time since these liabilities were never fully funded.

The Expenses and Supplies budget has overages due to the new facility and the unknown expenses concerning its operation. Chief Spera stated that he will know more about where the budget year will end at the next meeting.

2. 16-17 Budget Process – Impact of Dispatcher Union Contract Settlement

Chief Spera stated that the Dispatcher Union Contract has been ratified. The Old Saybrook Finance Director has sent a letter to the Board of Finance asking them for the additional monies to make up for the shortages that the new contract will leave.

The Commission discussed the new contract.

3. Report of Off Budget Accounts

Chief Spera handed out the detailed report of off budget accounts that the Commission requested to see.

Chairman Stuart asked if this detailed report can be added to the Police Commission packet every month.

Chief Spera stated yes.

B. Administrative

1. Personnel Report

Chief Spera briefed the Commission regarding Patrolman Oscar Delima resigning. He transferred to Middletown's Police Department and Chief Spera stated that he wishes him the best in his future. The Chief passed around Patrolman DeLelima's Exit Interview.

The Chief reported that Patrolman Brian Ziolkovski remains out on unpaid sick leave.

The Chief reported that Patrolmen Milardo and Hardy have fulfilled their FTO requirements and have passed their tests and are now Full Time Police Officers filling in the holes in the schedule.

Chief Spera stated that Trainee's O'Connor and Schulz have graduated from the academy and have started field training within the Department. In about 10 weeks they will become assets.

The Chief and the Commission discussed retention of Police Officers and a new law that goes into effect on July 1st which allows a Police Officer to move agencies but the Department who hires the new employee could have to pay the old agency up to fifty percent of schooling, uniform costs and more. The Chief provided a handout for the Commission concerning the new law.

2. Facility Warranty Work

The facility warranty work continues. Chief Spera met with First Selectman Fortuna regarding the outstanding issues. The First Selectman supports the Chief and the Chairman of the Building Committee has also voiced his support to fix the issues that continue to plague the agency.

Milestone has sent a factory rep to audit the video system including audio quality, storage requirements and programming issues. The Milestone Company has found significant problems within the system and the Downes Construction Company has not finished paying that vendor so the Chief is hopeful that Downes will have funds to fix the issues.

A new vendor for the PA system will come after July 1st and audit the system and hopefully fix the issues with the system.

The Chief stated that the HVAC system has had some reprogramming and fine tuning and seems to be working better but that he and the HVAC Company are still actively meeting to finalize the system. The HVAC Company wants to train the Old Saybrook Police Department staff on the system but Chief will not train the staff until the system has been fixed and is working properly.

He is also waiting for Downes to formally propose a fix for the parking lot.

3. Activity Report

The Commission was provided the Activity Report in their packets.

4. Legal Traffic Authority Briefing

Chief Spera stated that there was nothing new to bring to the Commission. He added that a resident had requested to add stop sign in the floral park area to reduce speed but he stated that he has spoken to the resident and informed them that stop signs are not placed to reduce speed.

Commission Cooper had a question regarding the Ingham Hill driveway issue.

First Selectman Fortuna stated that he and the town planner have met with the current owner and they have agreed to build a 12 car parking area and a cul de sac. He is hopeful that this will resolve the issues.

5. Police Vessel – Update

Chief Spera stated that Sgt. Walsh and DePerry took the boat on its first Sea Trial today and everything went well. The formal patrol shifts will begin July 1. A new general order has been issued for the boat and the Department is in the process of hiring two civilian boat handlers.

Sgt. Walsh stated that the boat was brought to the Commission meeting for everyone to look out. He is pleased with how it came out. July 1st was the goal to have it in the water and based off the 2.2 hours that he and Sgt. DePerry spent on it today they are very happy with how it handles and the technology of electronics on it.

Sgt. DePerry stated that he is happy that the project is on budget and on time, the time line was a bit tough but everything is all set and the Department is excited to start Patrols on Friday.

Chief added that all employees will be trained on the boat and the Department is looking into who has a safe boating certificate and who doesn't. If an employee doesn't have it they will hopefully have it by the end of the summer.

VIII. Reports of Sub Committees / Liaisons

1. Law Enforcement Personnel Hiring Subcommittee

The subcommittee has not met recently.

2. Law Enforcement Fund

The subcommittee had one meeting where a motion was made and passed to fund half of what was needed for a new pavilion to be built at the Town Beach.

3. Police Contract Negotiation

The last two meetings were cancelled, the negotiations are still continuing.

IX. Discussion Concerning the Development of a RFQ/RFP for a Professional Study/Review of the Police Operations.

Chairman Stuart stated that each Commission member should have received via email the RFP request for a Professional Study/Review of the Police Operations that the First Selectman drafted.

The First Selectman presented the draft RFP and stated that he has looked into other studies and not many studies are done. He found ones that were done in Canada, California, and Pennsylvania. The studies typically are not cheap and are done when there is turmoil or problems within the Department. He presented some information he had gathered from research on the internet through CCM, showing that Old Saybrook spends an average amount of public safety inn comparison to the community's around us. He stated that he was happy to have his intern research this more.

The Police Commission, First Selectman Fortuna and Chief Spera discussed the pros and cons regarding a study of the Police Operations. The Chief stated that he was in support of a true impartial study conducted by Law Enforcement Specialists.

Commissioner Maselli stated that the thirty thousand dollars quoted for the study is low and that doesn't include the personnel cost within the Police Department for the employees that will have to prepare, gather information etc.

Chairman Stuart stated that he personally feels that as long as the Police Commission is not paying for the study why not proceed with it.

Commissioner Maselli stated that as the First Selectman stated, studies like these are typically done when there is crisis within a Police Department.

Commissioner Cooper agreed with Commissioner Maselli that that the town will not get a study done for ten to twenty thousand dollars. The consultants will come in and look at the operations and tell the Commission where the Department is doing a wonderful job and where the Department is lacking. The lacking could lead to changes that cost the Town more money each year.

Commissioner Burnham agreed with Commissioner Cooper and Maselli regarding the cost. She is concerned on who would be picking the firm to do the study. The lowest bidder might not be the best consultant firm to go with.

First Selectman Fortuna stated that while the cost will not be in the Police Commission's budget it would still be a cost to the tax payers.

Chief Spera stated that he is in favor of a study but based on the level of detail listed in the draft RFP that it will cost more like forty to fifty thousand dollars. It will point out areas of growth and detail areas of growth. The firm, based on current RFP Language, will not compare the Old Saybrook Department of Police Services to other local departments. The firm will most likely compare the Department to national standards. Before the Town spends any tax money Chief Spera suggested sitting down with the Board of Finance and discussing exactly what they want to learn. Most of the Police Department budget is personnel which the Town is contractually obligated to. Chief Spera stated that he would like to know what the true questions that the Board of Finance has and then collaboratively work with them to provide answers.

Commissioner Maselli suggested a joint meeting between the Police Commission and the Board of Finance to discuss everything.

Commissioner Maselli made a motion to table the RFP study discussion until the Police Commission can meet with the Board of Finance to discuss questions and action plans. Commissioner Burnham seconded the motion.

Chairman Stuart stated that two years ago he brought up a RFP study and he feels that the Police Commission should bring this to the Board of Finance not the other way around.

Commissioner Maselli stated that the study was not brought up by the Police Commission but by the Board of Finance and that's the only reason why the Commission is discussing it. He stated that he wanted to table the study until further conversation could be had between the Police Commission and the Board of Finance. He wants to know what exactly the Board of Finance is looking to achieve with this study and what questions the Police Commission has.

Commissioner Cooper stated the first step would be to determine if the Police Commission wants to conduct the study.

First Selectman Fortuna stated that an ad hoc committee could be formed consisting of the Board of Selectmen or the Police Commission and add other members from other Commissions. The First Selectman feels that the Chief of Police should be included on this subcommittee.

Commissioner Maselli withdrew his motion to table the talk.

Chairman Stuart stated that he would like to trim down agenda for next month and asked that every member goes through the RFP, review it and come up with any other objectives. At the next meeting the Police Commission can decide if they want to move forward with the study. The Police Commission will invite the two Board of Finance liaisons to join the meeting to discuss.

X. **Comments from the Public**

Renee Shippee wanted clarification regarding the Ingham Hill property.

XI. **Comments from the Chief of Police**

Chief Spera stated that each Commissioner has an updated copy of the new by laws. The by-laws were filed with the town clerk and the town council.

Chief Spera passed around a chart of all fleet vehicle mileage.

He stated that he held a leadership team meeting last week and that he is in the process of reassigning special assignments. One of the reassignments will be Sam Barnes who will be coming out of the Criminal Investigation Division and back to working patrol. The open Detective position will be reassigned.

XII. **Comments and/or Concerns from Commissioners**

Commissioner Cooper asked if Chief Spera's vehicle was part of the mileage spreadsheet. Chief responded yes.

XIII. **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 9:55 PM.

The next regular Police Commission meeting is scheduled for July 25, 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