

## **OLD SAYBROOK POLICE COMMISSION**

Special Meeting

March 6, 2017

MINUTES

A special meeting of the Old Saybrook Police Commission was held on Monday, March 6, 2017 at the Old Saybrook Town Hall.

**Present:** Chairman Stuart, Barry O'Neil, Breckenridge Lindley, Commissioner Coppes and Chief Spera were present from the Department of Police Services.

This meeting was audio taped by the Town of Old Saybrook.

### **I. Call to Order/Pledge of Allegiance**

Chairman Stuart called the meeting to order at 7:00 PM and led those in attendance in the Pledge of Allegiance.

### **II. Comments from the Public**

Mike Paradise stated that he is a Public Safety Dispatcher at the Old Saybrook Police Department and he was attending the meeting as President of his Union. He stated that he would have liked to have been more involved in the process of this RFP considering that this is his livelihood.

Andrew Brooks stated that he is the Vice President of the Police Officer Union and he stated he was attending to see where the RFP goes from here on out.

Chairman Stuart stated that the RFP will go out to each Union once the draft is finalized.

### **III. Review of Changes Made to DRAFT RFP**

Barry O'Neil stated that he likes the draft, he wants to get the proposal out there and start getting some input back.

Breckenridge Lindley stated that she fully agrees and wants to move the process along.

Commissioner Coppes stated he agrees to move the process along. He added that one of the things he would like to weave in was to compare to similar sized communities. He stated that this could be analyzed to death but would prefer to move everything along.

Barry O'Neil made a motion to accept the draft RFP as is and move it along to the next step and the motion was seconded by Breckenridge Lindley.

Chief Spera stated that unfortunately there is no way for the subcommittee to vote at the meeting since there wasn't an action put on the agenda. Also since the meeting is a special meeting nothing may be added to the agenda.

Chief Spera also added that he feels the document is disorganized. The draft doesn't follow the format of any other RFP and fails to bullet point the different things that the committee is asking the vendor to look at and research.

Barry O'Neil asked does it need to be organized.

Chief Spera stated absolutely. That way it's a fair and equal document for vendors to respond to. He stated that he doesn't think the committee will be happy with the responses until the committee knows what they are actually asking for. If you're looking for a specific response you need to have specific questions he said.

Commissioner Coppes stated that he feels each task is asking for an analysis.

Chief Spera stated that the document has a lot of stuff in it but nothing clearly spelt out.

Chairman Stuart stated that things can be clarified when the Police Commission interview firms.

Chief Spera stated that the draft is missing a scoring system. RFP's must have scoring systems so each firm will know how they will be scored against each other.

Breckinridge Lindley stated that she is curious to how other similar studies have been done. She wanted to know why this is taking so long. She likes the way the tasks and scope of work is laid out. She said that the Chief wants more but she prefers is broad.

Chief Spera stated that it is important for the process to not have it as broad as when you ask someone to analyze an organization it helps to have detail.

Barry O'Neil stated that Chief Spera should draft a revised version of the RFP and bring it to the committee for the next meeting to review.

Chief Spera stated that at the last meeting Barry brought a paragraph that he felt summed everything up and now everyone is stating that the draft is perfect.

Commissioner Coppes asked Chief Spera if he had questions on the format or the content.

Chief Spera responded both and that there needs to be more information in the document.

Chairman Stuart stated that the majority of the committee likes the format of the document. The Chief has brought up some important issues regarding scoring and the clarity of the document. He asked the committee if they would be open to having Chief Spera rework the document with First Selectman Fortuna and then coming back to the committee with the original and revised document and then voting.

The committee agreed and Chief Spera stated that he will get with First Selectman Fortuna and work on a revision.

IV. **Continues Detailed Discussion on the Creating of a Draft RFP/RFQ for a Study of The Department of Police Services' Operations.**

V. **Discussion and Possible Action to plan future meeting dates.**

The next meeting is scheduled for March 27, 2017 at 7:00 PM

VI. **Adjournment**

Breckinridge Lindley made a motion to adjourn. Commissioner Coppes seconded the motion. The motion to adjourn passed with a vote of 5 in favor and 0 against.

The meeting adjourned at 7:34 PM.