

OLD SAYBROOK POLICE COMMISSION

June 12, 2017

SPECIAL MEETING MINUTES

A special meeting of the Old Saybrook Police Commission was held on Monday, June 12, 2017 at the Old Saybrook Town Hall.

Present: Chairman Stuart, Vice Chairman Van Dassel, Secretary Moran, Commissioners Burnham, Maselli, Coppes and Cooper. 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 6:59 PM and led those in attendance in the Pledge of Allegiance.

Chief Spera requested the group hold a moment of silence for Ron Baldi. Mr. Baldi was a prominent member of Old Saybrook as he was a former Fire Chief and past Director of Public Works.

II. Minutes

A. March 27, 2017 Regular Meeting

Commissioner Burnham made a motion to approve the March 27, 2017 regular meeting minutes. Commissioner Maselli seconded the motion. The motion to approve the March 27, 2017 regular meeting minutes passed with a vote of 6 in favor and 0 against. Commissioner Cooper abstained from voting.

III. Comments from the Public

There were no comments from the public.

IV. Executive Reports

A. Financial

1.16-17 Operating Budget

Chief stated that he will be handing out a complete summary at the next Police Commission meeting. He reviewed the expenses and supplies handout stating that the budget is around 85% expended. He stated that it will be expended by the end of the fiscal year. Salaries are about 87% expended and as he stated in the beginning of the year Overtime and Professional Development is over expended. The vacancies in the department has contributed to the salary being in the black. Chief Spera is confident that salary will end the fiscal year in the black as well and that the Police Department will be returning funds back to the Town at the end of the fiscal year.

2. Report of Off Budget Accounts

Chief Spera stated that each Commissioner received the off budget account summary in their packets. He stated that the golf cart registration program was booming. There are over 500 golf carts registered and that all the funds get deposited into the off budget Traffic Safety account.

The Commission and Chief Spera discussed golf cart rules and regulations regarding the program.

3. FY 2018 Budget Status

Chief Spera stated that everything has been approved for the 2017-2018 budget. He stated that he is excited for the funding that was given to the Police Department during the budget process.

B. Administrative

1. Personnel Report

Chief Spera handed out Patrolman Neal Ayotte's exit interview so the Commissioners could review it.

He stated that Patrolman Tanner had her baby, and that everyone is doing well. She will be returning to patrol in the middle of July.

Master Sgt. Rankin is retiring officially on June 30th and has accepted a position in Old Lyme.

He stated that they currently have 4 vacancies and that he expects 3-4 more within the next year. Some are leaving to work at bigger departments with more opportunities and others will be retiring after distinguished careers.

The new per diem dispatchers have begun training.

He advised the Commission that the High School SRO will be replaced. He is looking for a certified officer and he stated that he will keep the Commission apprised to who will be appointed. He stated that the Elementary and Middle School SRO's will be returning.

Commissioner Cooper asked Chief Spera if he is still interested in changing the structure of the Department in the future.

Chief Spera stated that he is currently waiting to see how things unfold but that he will bring everything to the Commission.

2. Executive Session – To interview candidates for the Position of Patrolman Trainee.

Commissioner Maselli made a motion to enter into Executive Session inviting Chief Spera, Lieutenant Roche and Jennifer Damato to participate. Commissioner Cooper seconded the motion. The motion to enter into Executive Session passed with a vote of 7 in favor and 0 against.

All in favor

The Police Commission Entered into Executive Session at 7:09 PM.

The Police Commission Exited Executive Session at 8:33 PM.

3. Discussion and Possible Action on the Appointment of Persons to the Position of Patrolman Trainee.

Vice Chairman Von Dassel made a motion to hire Mark Micowski to the position of patrolman trainee as long as he successfully completes the remaining components of the hiring process, which includes a medical exam at a date to be determined by the Chief of Police. Commissioner Maselli seconded the motion. The motion to hire Mark Micowski passed with a vote of 7 in favor and 0 against.

Vice Chairman Von Dassel made a motion to hire Heather Stratidis to the position of patrolman trainee as long as she successfully completes the remaining components of the hiring process, which includes a medical exam at a date to be determined by the Chief of Police. Commissioner Maselli seconded the motion. The motion to hire Heather Stratidis passed with a vote of 7 in favor and 0 against.

Vice Chairman Von Dassel made a motion to hire Albert Tabor to the position of patrolman trainee as long as he successfully completes the remaining components of the hiring process, which includes a medical exam at a date to be determined by the Chief of Police. Commissioner Maselli seconded the motion. The motion to hire Albert Tabor passed with a vote of 7 in favor and 0 against.

Commissioner Maselli made a motion to list the candidates for purpose of seniority stating the list goes Mark Micowski, Heather Stratidis and Albert Tabor. Vice Chairman Von Dassel seconded the motion. The seniority list passed with a vote of 7 in favor and 0 against.

V. Presentation, Discussion and Action concerning the Financed Purchase of Police Vehicles

Chief Spera stated that the Department was successful in allocating funding to finance the purchase of multiple vehicles. He stated that there was some discussion within the Board of Finance if they approved the purchase of the vehicles. First Selectman Fortuna and Chief Spera stated that they both reviewed the Board of Finance meeting video tape and they are confident that the Board of Finance approved the funding but that the Police Commission is the board that has the authority to approve the purchase of the vehicles.

Chief Spera stated that the bid was properly posted in the newspaper, on the town website and all Ford Dealerships in the state of CT were faxed over the bid information. Out of that, two dealerships applied. Score sheets were filled out for both. Bay Ridge Motors from Long Island submitted a bid, they conformed to no policies and they only wanted to purchase the used vehicles and not supply new ones.

Saybrook Ford was the second bid.

This is the first time flipping the fleet after doing the trade in program and he is seeing higher trade in values than expected. Based upon that information the Department will be able to flip 9 out of the 11 cars.

Chief Spera stated that he is not adding more cars.

First Selectman Fortuna entered into a deal with Key Bank and coupled the street lights with the cars to save on a financing fee.

Commissioner Maselli stated that he heard at one point someone mentioned keeping a vehicle specifically for road jobs.

Chief Spera stated that he would like to review that again at a later date and he would buy a different style vehicle to keep solely for outside jobs.

He also stated that he will present the plan to the Board of Finance and give them monthly updates regarding the progress.

The total amount financed was \$366,448.00. The vehicles with all the equipment should cost \$360,760.87. The trade in total was \$42,000.00.

Chief Spera stated that starting July 1, 2017 the Department will be tracking the gas usage for regular patrol and outside jobs.

Commissioner Cooper asked about an engine/oil analysis for the vehicles.

Chief Spera stated that the Department follows the Ford maintenance plan.

Commissioner Burnham made a motion to authorize the Chief of Police to purchase under the current finance agreement 9 vehicles and outfit them with the necessary equipment with the funds provided. Commissioner Maselli seconded the motion. The motion to purchase 9 vehicles and outfit them with the necessary equipment passed with a vote of 7 in favor and 0 against.

VI. **Reports of the Subcommittee to Create a RFP/RFQ to Study Department Operations**

Chairman Stuart stated that the RFP/RFQ is now officially a RFQ. This was put together by the committee. The RFQ will be in the next Commission packet. Currently the RFQ is being reviewed by both the Police Union and the Dispatcher Union. They have 60 days to review. It will come to the Police Commission after the review period.

VII. **Comments from the Public**

There were no comments from the public.

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

Chief Spera stated that the official agreement for Tasers have been signed off on by the First Selectman and that the order has been placed. The launchers have been ordered and are in, training will be begin soon.

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

Commissioner Coppes asked where the subcommittee was regarding the Chief's review.

Vice Chairman Von Dassel and Commissioner Maselli stated that they will hopefully have something to review next meeting.

X. **Adjournment**

Commissioner Maselli made a motion to adjourn. Commissioner Coppes seconded the motion. The motion to adjourn passed with a vote of 7 in favor and 0 against. All in favor.

The next regular Police Commission meeting is scheduled for July 24, 2017 at 7:00 PM in the first floor conference room at the Old Saybrook Town Hall.

Respectfully submitted by:

Jennifer D'Amato
Records Clerk for the Old Saybrook Police Commission