

WOODBRIIDGE BOARD OF POLICE COMMISSIONERS
REGULAR MEETING

MINUTES

January 5, 2016

The Regular Meeting of the Woodbridge Board of Police Commissioners was held on Tuesday, January 5, 2016 at 6:00 p.m. in the Training Room of the Woodbridge Police Department.

PRESENT: Commissioner Robert Berke (Chairman), Commissioner Matthew Gilbride (Vice Chairman), Commissioner Stephen Falcigno, Commissioner Deborah Desir, Commissioner Deborah Fried, Susan Jacobs – Board of Selectmen Liaison

OTHERS: Acting Chief Raymond Stuart, Lt. Jeffery Leiby, Administrative Assistant Janice Innocenzi

- Chairman Berke called the meeting to order at 6:00 p.m.; agenda items will be taken out of order. The meeting will begin with the Award Ceremony.

AWARD CEREMONY:

- Acting Chief of Police Raymond Stuart introduced resident Larry Dickovick, Sgt. A.J. Cappiello and Officer Matthew Iannucci. These three individuals risked their lives to save accident victim who was trapped in his vehicle, which had become engulfed in flames. Awards were given to each of them and First Selectman Scalettar thanked them on behalf of the town for their bravery and for saving a life. Photos were taken.

APPROVAL OF MINUTES:

- B.O.P.C. Regular Meeting – December 1, 2015:

The Board voted unanimously (Falcigno/Fried) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners held December 1, 2015.

PUBLIC COMMENTS:

- There were no Public Comments this evening.

REVIEW OF REPORTS:

Financial Report: Acting Chief Stuart reported that police officer overtime stands out. He requested the Board's consideration to transfer \$2,000 from our Statewide Narcotics Task Force special funds line into Investigative Services Overtime line #50431.

The Board voted unanimously (Gilbride/Berke) to authorize the transfer of \$2,000 from Statewide Narcotics Task Force special funds into the Investigative Services Overtime line #50431, as requested.

The Board voted unanimously (Gilbride/Falcigno) to accept the Financial Report.

Activity Report:

Acting Chief Stuart gave an overview of the monthly statistic reports for November:

- There should be an increase in activity going forward as we now have 2 new officers on the road working with their Field Training Officers.
- 5 Burglaries
- 6 Larcenies
- 1 Motor Vehicle Accident (Sgt. Frank Cappiello's patrol vehicle was sideswiped and totaled.)

The Acting Chief asked the Board's consideration to utilize up to \$10,000 in asset forfeiture funds toward the replacement of the vehicle. Those funds will make up the difference after insurance reimbursement of \$19,425.

The Board voted unanimously (Gilbride/Fried) to authorize Acting Chief Stuart to transfer up to \$10,000 in asset forfeiture funds to purchase a replacement vehicle.

- Commissioner Falcigno brought to the Board's attention that Sgt. Frank Cappiello did not miss a shift after the accident.

The Board voted unanimously (Falcigno/Gilbride) to accept the Activity Report.

REPORT OF THE CHIEF OF POLICE:

- Body Cameras (Update): One of our Patrol Officers went through training today and is wearing a camera during his shift this evening. This project is on track and will be completely in place by February 2, 2016.

The Board voted unanimously to alter the agenda to move out of order (Gilbride/Fried) and discuss items from the Chief's Report after Executive Session.

The Board voted unanimously (Falcigno/Fried) to accept the Report of the Chief of Police.

PERSONNEL MATTERS:

- Workers' Compensation Case (Updates): Acting Chief Stuart reported that we have 2 officers out on comp status.

BUDGET:

- Operating Budget Review & Approval: Acting Chief Stuart met with Commissioner Gilbride (Budget Subcommittee representative) on two occasions to review and discuss the proposed Operating Budget. General discussion took place regarding police overtime. Acting Chief Stuart also informed the Board that he budgeted for the cost of rent and electricity at the Bradley Road police/fire repeater antenna site because it was recommended by Northeastern Communications that it may be best to keep the equipment at that location to provide the best coverage in that area of town; this represents an \$8,000 increase in our budget.

The Board voted unanimously (Gilbride/Desir) to approve the proposed Operating Budget.

OLD BUSINESS:

- There was no Old Business to discuss.

NEW BUSINESS:

- Acting Chief Stipend: Chairman Berke was asked by Finance Director Anthony Genovese to clarify a motion made at the December meeting regarding a stipend for the Acting Chief. The intention of the Board was that the Acting Chief's stipend should be the difference between the Chief's salary and the Deputy Chief's salary.

The Board voted unanimously (Falcigno/Fried) to approve a stipend for the Acting Chief and that stipend will be the difference between the Chief's salary and the Deputy Chief's salary.

- Ms. Jacobs left the meeting.

EXECUTIVE SESSION:

The Board voted unanimously (Falcigno/Desir) to move into Executive Session to discuss personnel matters including the Chief's position and hiring of a certified officer. (Acting Chief Stuart was invited to stay; all others were excused.)

- The Board moved out of Executive Session at 7:40 p.m. and returned to the agenda.
- Commissioner Gilbride left the meeting at 7:40 p.m.

ACTION TAKEN ON MATTERS DISCUSSED DURING EXECUTIVE SESSION:

(Note: The four remaining Commissioners voted to approve all remaining motions, as noted.)

- Certified Officer Candidate Hiring & Benefits:
The Board voted unanimously (Berke/Desir) to hire candidate Frank Sapione as a certified officer.

- Personnel Matters:

The Board voted (Falcigno/Desir) to instruct the Town Attorney to send a letter to Officer Mark DeMatteo giving him 2 weeks to enter his retirement papers or risk further action by the Board of Police Commissioners.

Those in Favor: Falcigno, Desir, Fried

Abstained: Berke

Motion carries.

ADJOURNMENT:

The Board voted unanimously (Desir/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 7:44 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBRIIDGE BOARD OF POLICE COMMISSIONERS
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APPROVAL OF MINUTES:

- B.O.P.C. Regular Meeting – December 1, 2015:

The Board voted unanimously (Falcigno/Fried) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners held December 1, 2015.

PUBLIC COMMENTS: There were no Public Comments.

REVIEW OF REPORTS:

Financial Report:

Request to Transfer Funds:

The Board voted unanimously (Gilbride/Berke) to authorize the transfer of \$2,000 from Statewide Narcotics Task Force special funds into the Investigative Services Overtime line #50431, as requested.

The Board voted unanimously (Gilbride/Falcigno) to accept the Financial Report.

Activity Report:

Use of Asset Forfeiture Funds:

The Board voted unanimously (Gilbride/Fried) to authorize Acting Chief Stuart to transfer up to \$10,000 in asset forfeiture funds to purchase a replacement vehicle.

The Board voted unanimously (Falcigno/Gilbride) to accept the Activity Report.

REPORT OF THE CHIEF OF POLICE:

The Board voted unanimously to alter the agenda to move out of order (Gilbride/Fried) and discuss items from the Chief's Report after Executive Session.

The Board voted unanimously (Falcigno/Fried) to accept the Report of the Chief of Police.

PERSONNEL MATTERS:

- Workers' Compensation Case (Updates): Acting Chief Stuart reported that we have 2 officers out on comp status.

BUDGET:

- Operating Budget Review & Approval:

The Board voted unanimously (Gilbride/Desir) to approve the proposed Operating Budget.

OLD BUSINESS:

- There was no Old Business to discuss.

NEW BUSINESS:

- Acting Chief Stipend:

The Board voted unanimously (Falcigno/Fried) to approve a stipend for the Acting Chief and that stipend will be the difference between the Chief's salary and the Deputy Chief's salary.

EXECUTIVE SESSION:

The Board voted unanimously (Falcigno/Desir) to move into Executive Session to discuss personnel matters including the Chief's position and hiring of a certified officer. (Acting Chief Stuart was invited to stay; all others were excused.)

- The Board moved out of Executive Session at 7:40 p.m. and returned to the agenda.

ACTION TAKEN ON MATTERS DISCUSSED DURING EXECUTIVE SESSION:

(Note: The four remaining Commissioners voted to approve all additional motions, as noted.)

- Certified Officer Candidate Hiring & Benefits:

The Board voted unanimously (Berke/Desir) to hire candidate Frank Sapione as a certified officer.

- Personnel Matters:

The Board voted (Falcigno/Desir) to instruct the Town Attorney to send a letter to Officer Mark DeMatteo giving him 2 weeks to enter his retirement papers or risk further action by the Board of Police Commissioners.

Those in Favor: Falcigno, Desir, Fried

Abstained: Berke

Motion carries.

ADJOURNMENT (1st Session):

The Board voted unanimously (Desir/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 7:44 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.

RE-OPENING OF THE REGULAR MEETING:

The Board voted unanimously (Fried/Falcigno) to reopen the regular meeting of the Woodbridge Board of Police Commissioners at 8:04 p.m.

Certified Officer Candidate Benefits:

The Board voted unanimously (Falcigno/Berke) to hire Frank Sapione as a Grade B officer with one week's vacation.

ADJOURNMENT (2nd Session):

The Board voted unanimously (Berke/Falcigno) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 8:05 p.m.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBIDGE TRAFFIC AUTHORITY
REGULAR MEETING

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PUBLIC COMMENTS:

- Mrs. Antonucci expressed her concerns about the parking and traffic issues occurring on Hazel Terrace.

TRAFFIC MATTERS:

- Hazel Terrace (Update): Acting Chief Stuart is having a traffic study conducted to look into Mrs. Antonucci's concerns.
- Chairman Berke notified the Board that he previously received a telephone call from Mrs. Antonucci to discuss her concerns. He assured her that the Traffic Authority will address the issue; he thanked Mrs. Antonucci for her comments and asked her to give us the opportunity to look into her complaints. This issue will be addressed again at the February meeting and Chairman Burke encouraged Mrs. Antonucci to attend and she will be given the results of the study. Mrs. Antonucci also provided additional photographs to the Board before she left the meeting.
- Landin Street (Update): Acting Chief Stuart reported that the speed table project just needs to go before the Board of Selectmen for approval of funding.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 8:04 p.m. and move back into the Regular Meeting of the Woodbridge Board of Police Commissioners.

Respectfully submitted:

Janice Innocenzi
Janice Innocenzi
Administrative Assistant

WOODBIDGE TRAFFIC AUTHORITY
REGULAR MEETING

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PUBLIC COMMENTS:

- There were no motions made, no votes taken, during Public Comments.

TRAFFIC MATTERS:

- There were no motions made, no votes taken, during the discussion of Traffic Matters.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 8:04 p.m. and move back into the Regular Meeting of the Woodbridge Board of Police Commissioners.

Respectfully submitted:

Janice Innocenzi
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The Board voted unanimously (Fried/Falcigno) to reopen the regular meeting of the Woodbridge Board of Police Commissioners at 8:04 p.m.

(Note: No members of the public were present when the regular meeting went back into session.)

Certified Officer Candidate Benefits:

The Board voted unanimously (Falcigno/Berke) to hire Frank Sapione as a Grade B officer with one week's vacation.

Special Meeting – January 18, 2016:

The Board will hold a Special Meeting on Monday evening, January 18, 2016 at 6:00 p.m. for the purpose of reviewing the resumes for the position of Chief of Police.

ADJOURNMENT:

The Board voted unanimously (Berke/Falcigno) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 8:05 p.m.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant