

WOODBIDGE BOARD OF POLICE COMMISSIONERS
REGULAR MEETING

MINUTES

February 2, 2016

The Regular Meeting of the Woodbridge Board of Police Commissioners was held on Tuesday, February 2, 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 of the Woodbridge Traffic Authority to order at 6:01 p.m. instead of starting with the regular meeting of the Board of Police Commissioners, since there were a number of members of the community present to discuss traffic issues.

WOODBRIIDGE TRAFFIC AUTHORITY

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PUBLIC COMMENTS:

- Residents Elizabeth Antonucci, Josephine Antonucci, Wendy Glynn and Vladimir Zektser were present. Elizabeth Antonucci expressed additional concerns about traffic and parking on Hazel Terrace.

TRAFFIC MATTERS:

- Hazel Terrace (Update): Acting Chief Stuart reported on the findings of a traffic study conducted on Hazel Terrace. Some parking restrictions are needed based on the information received. Acting Chief Stuart recommended to the Board that parking be restricted through the posting of 4 signs in front of 7 Hazel Terrace and 14 Hazel Terrace in an effort to address the congestion issues going up and down the street, including access for large emergency vehicles. Signs will be installed by Public Works.

The Board voted unanimously (Fried/Desir) to approve the findings of the Hazel Terrace traffic study.

- State Traffic Administration / Local Traffic Authority Form - Signature: An updated listing of Traffic Authority members was signed by Chairman Berke and will be submitted to the State Traffic Administration.
- All members of the public left the meeting at 6:10 p.m.

ADJOURNMENT (1st Session):

The Board voted unanimously (Gilbride/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:10 p.m. and begin the Regular Meeting of the Woodbridge Board of Police Commissioners.

TRAFFIC AUTHORITY (REOPENED):

- Additional members of the public joined the meeting at 6:42 p.m. for public comments related to Traffic Authority matters.
- Present: Linda and Ona Alpert, owners of Selden Plaza and property located at 21-17 Hazel Terrace; and 15-17 June Street in Woodbridge; also present was James Brockington, owner of a dance studio located on Hazel Terrace.

PUBLIC COMMENTS:

- Linda Alpert expressed her displeasure that the Traffic Authority portion of the meeting was moved up.
- Linda and Ona Alpert and James Brockington addressed the Board to give their opinions regarding the traffic and parking situation on Hazel Terrace. General discussion took place.

The Board voted unanimously (Gilbride/Fried) to vacate their previous decision based on the Hazel Terrace traffic study and get all parties here at the same time.

- Hazel Terrace parking & traffic matters will be revisited at the March meeting.
- Going forward, the Traffic Authority meeting will take place before the Regular Meeting of the Woodbridge Board of Police Commissioners.
- All members of the public left the meeting.

ADJOURNMENT (2nd Session):

The Board voted unanimously (Gilbride/Fried) to adjourn the second portion of the Traffic Authority meeting at 7:15 p.m. and move back into the regular meeting of the Woodbridge Board of Police Commissioners.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

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

- Chairman Berke called the meeting to order at 6:10 p.m.

APPROVAL OF MINUTES:

- B.O.P.C. Regular Meeting – January 5, 2016
- B.O.P.C. Special Meeting – January 18, 2016
- B.O.P.C. Special Meeting – January 27, 2016
- B.O.P.C. Special Meeting – January 30, 2016

The Board voted unanimously (Falcigno/Fried) to approve the minutes from the Regular Meeting and three Special Meetings of the Woodbridge Board of Police Commissioners held during the month of January 2016.

PUBLIC COMMENTS:

- There were no Public Comments.

REVIEW OF REPORTS:

Financial Report: Acting Chief Stuart reported that he is keeping an eye on overtime and monitoring training.

Activity Report:

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

- 13 Larcenies (including a missing mailbox, online purchase complaint, theft from a vehicle)
- 1 Burglary
- Officer Activity has increased (motor vehicle stops).

The Board voted unanimously (Falcigno/Fried) to accept the Financial and Activity Reports.

REPORT OF THE CHIEF OF POLICE:

- **Promotional Exam - Sergeant:** Acting Chief Stuart requested the Board's consideration to post a promotional exam for the position of Sergeant.

The Board voted unanimously (Gilbride/Fried) to authorize the posting of the Sergeant's exam, as requested.

- **Certified Officer Hiring:** Acting Chief Stuart requested the Board's consideration to proceed with a background investigation on a certified officer candidate.

The Board voted unanimously (Gilbride/Falcigno) to authorize proceeding with a background check on a lateral transfer candidate (certified officer).

- The Board requested we put together a hiring policy and guidelines in a written format.
- **Dispatch Hiring:** Personnel Subcommittee representative, Commissioner Falcigno, reported that he met with the two finalists for the Dispatcher position. After interviewing both candidates, Commissioner Falcigno recommended hiring Jenine Ingersoll.

The Board voted unanimously (Fried/Falcigno) to hire Jenine Ingersoll as a Dispatcher, as recommended by the Personnel Subcommittee.

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

- Retired Sergeant Thomas Balch joined the meeting.

PERSONNEL MATTERS:

- **Workers' Compensation Case (Updates):** Acting Chief Stuart reported we had two officers retire under disability retirement; one on January 23 and the other on January 30, 2016. We now have two police officer vacancies. In March, South Central Criminal Justice will conduct a written police officer exam and we will participate in that recruiting drive; we would still like to hire certified officers for lateral transfer.

BUDGET:

- **Operating Budget Presentation:** Acting Chief Stuart thanked Commissioner Falcigno for attending the budget presentation. Topics discussed during the budget presentation to the joint boards of Selectmen and Finance, included overtime, several lines that were increased, and a previously requested manpower study. The manpower study is on hold for now because a study cannot be accurately completed until a software issue with the NexGen CAD system is fixed.

OLD BUSINESS:

- There was no Old Business to discuss.

NEW BUSINESS:

- There was no New Business to discuss.

PUBLIC COMMENTS (REOPENED):

- Recently retired Sgt. Thomas Balch addressed the Board. Mr. Balch came before the Board to give his opinion and to "implore them to look out for the patrol officers on the road because they are overlooked too many times". The officers are concerned about current union negotiations because "no one seems to be looking out for the patrolmen". There is only a 2-man minimum on the road and both officers can be tied up on a single call for hours. He asked the Board to "take a close look and question things; are 26 officers really enough"? He told the Board that the "patrolmen are losing faith". Mr. Balch thanked the town for the 16 years he spent working here and for the support he received during that time. He wants to see the Board "fight the fight for the little guys". The Board thanked Mr. Balch for his years of service.

EXECUTIVE SESSION:

The Board voted unanimously (Falcigno/Desir) to move into Executive Session at 7:15 p.m. to discuss personnel matters regarding the Chief's position and take action, as necessary. (Board members were invited to stay; all others were excused.)

- Ms. Jacobs left the meeting.
- The Board moved out of Executive Session at 7:28 p.m.

ACTION TAKEN ON MATTERS DISCUSSED DURING EXECUTIVE SESSION:

- There were no motions made, no votes taken.

ADJOURNMENT:

The Board voted unanimously (Gilbride/Falcigno) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 7:28 p.m.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBRIIDGE TRAFFIC AUTHORITY
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MOTIONS

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PUBLIC COMMENTS:

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

TRAFFIC MATTERS (1st Session):

- Hazel Terrace:

The Board voted unanimously (Fried/Desir) to approve the findings of the Hazel Terrace traffic study.

ADJOURNMENT:

The Board voted unanimously (Gilbride/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:10 p.m. and begin the Regular Meeting of the Woodbridge Board of Police Commissioners.

TRAFFIC MATTERS (2nd Session):

- Hazel Terrace:

The Board voted unanimously (Gilbride/Fried) to vacate their previous decision based on the Hazel Terrace traffic study and get all parties here at the same time.

ADJOURNMENT (2nd Session):

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PUBLIC COMMENTS: There were no Public Comments.

REVIEW OF REPORTS:

Financial Report & Activity Report:

The Board voted unanimously (Falcigno/Fried) to accept the Financial and Activity Reports.

REPORT OF THE CHIEF OF POLICE:

- Promotional Exam - Sergeant:

The Board voted unanimously (Gilbride/Fried) to authorize the posting of the Sergeant's exam, as requested.

- Certified Officer Hiring:

The Board voted unanimously (Gilbride/Falcigno) to authorize proceeding with a background check on a lateral transfer candidate (certified officer).

- Dispatch Hiring:

The Board voted unanimously (Fried/Falcigno) to hire Jenine Ingersoll as a Dispatcher, as recommended by the Personnel Subcommittee.

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

PERSONNEL MATTERS:

- No motions made; no votes taken.

BUDGET:

- No motions made; no votes taken.

OLD BUSINESS:

- There was no Old Business to discuss.

NEW BUSINESS:

- There was no New Business to discuss.

EXECUTIVE SESSION:

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