

WOODBIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MINUTES

June 7, 2016

The Regular Meeting of the Woodbridge Traffic Authority was held on Tuesday, June 7, 2016 at 6:00 p.m. in the Training Room of the Woodbridge Police Department.

PRESENT: Commissioner Stephen Falcigno, Commissioner Deborah Desir, Commissioner Deborah Fried, Andrew Esposito, Jr. – Board of Finance Liaison

OTHERS: Chief Frank P. Cappiello, Lt. Jeffery Leiby, Administrative Assistant Janice Innocenzi; Officer Richard Rizzuti, Officer Michael Blume, Officer R.J. Scott, Officer Michael Luzzi (Orange Police Dept.)

- Commissioner Falcigno called the meeting of the Woodbridge Traffic Authority to order at 6:08 p.m.

PUBLIC COMMENTS / CORRESPONDENCE:

- There were no public comments.

TRAFFIC MATTERS:

- Landin Street (Update): Chief Frank Cappiello reported that on June 1, 2016, Public Works oversaw the installation of two speed humps and one speed table on Landin Street for the purpose of traffic calming. Signs have been posted and the pavement will be marked.
- Hazel Terrace – Sign Installation (Update): Chief Cappiello said the installation of the “No Parking” signs was completed today. Elizabeth Antonucci called to thank the Board and the Chief’s Office for their efforts.
- D.O.T. Project – Center Line Rumble Strips: This project was brought before the Board in February 2015 by Chief Marcucci and Deputy Chief Stuart. This is a fully-funded Department of Transportation project to install center line rumble strips on local roads. At that time, the Traffic Authority approved the installation on five roads: Baldwin Road, Beecher Road, Johnson Road, Newton Road and Peck Hill Road. Three of the five were then approved by the State (Baldwin, Newton and Peck Hill) and this year, the state added Beecher Road (from Rimmon to Center) and Johnson Road.

The Board voted unanimously (Falcigno/Fried) to approve the installation of the center line rumble strips on the two additional roads (Beecher Road and Johnson Road).

- “Beat the Heat” Road Race Event – Road Closure Request: On Saturday, June 18, 2016, Jeff Block, coordinator of the “One Innocent Life” will host this fundraiser in memory of his daughter Eva Block, who was tragically killed in a fire while at college. The event is being held to help raise awareness about fire prevention and use of smoke detectors. The road race event and walk will follow the same route as the annual Woodbridge Road Race; a live band will play on the town green and there will be vendors and food trucks. The Chief asked the Board’s consideration to close Meetinghouse Lane from 7:00 a.m. to 3:00 p.m. for this event.

The Board voted unanimously (Desir/Fried) to approve the closure of Meetinghouse Lane from 7:00 a.m. to 3:00 p.m. for the “Beat the Heat” Road Race event on Saturday, June 18, 2016.

- Request to add two (2) items to the agenda: Chief Cappiello asked the Board's consideration to add two items to the agenda: Do Not Block the Box Ordinance and Casey's Victory Crusade benefit bike ride.

The Board voted unanimously (Desir/Fried) to add the two requested items to the agenda.

- D.O.T. Request to Expand the "Do Not Block the Box" Ordinance: Chief Cappiello received a request from the State Department of Transportation in conjunction with the project on Route 69 at the New Haven line by Exit 59. The state is working on some preliminary fixes on the New Haven side to try to ease some of the congestion before they get started. The D.O.T. has requested the Board of Selectmen to expand the "Do Not Block the Box" town ordinance for Route 69 at Lucy Street to include the next intersection, Route 69 at Merritt Avenue, to help alleviate the congestion there. The state will take care of markings and signage. The Chief asked the Board's consideration to expand the ordinance and recommend to the Board of Selectmen that we comply with the state's request.

The Board voted unanimously (Falcigno/Desir) to expand the "Do Not Block the Box" ordinance currently in place to include the Merritt Avenue intersection.

- Motorcycle Bike Run for Casey's Victory Crusade: Chief Cappiello asked the Board's consideration to approve this benefit ride to travel through town on Saturday, July 30, 2016.

The Board voted unanimously (Falcigno/Fried) to approve the bike ride to travel through town.

ADJOURNMENT:

The Board voted unanimously (Desir/Fried) to adjourn the regular meeting of the Woodbridge Traffic Authority at 6:18 p.m. and move into the Regular Meeting of the Woodbridge Board of Police Commissioners.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBRIIDGE BOARD OF POLICE COMMISSIONERS

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PRESENT: Commissioner Stephen Falcigno, Commissioner Deborah Desir, Commissioner Deborah Fried, Andrew Esposito, Jr. – Board of Finance Liaison

OTHERS: Chief Frank P. Cappiello, Lt. Jeffery Leiby, Administrative Assistant Janice Innocenzi; Officer Richard Rizzuti, Officer Michael Blume, Officer R.J. Scott, Officer Michael Luzzi (Orange Police Dept.)

APPROVAL OF MINUTES:

- B.O.P.C. Regular Meeting – May 3, 2016
- B.O.P.C. Special Meeting – May 14, 2016
- B.O.P.C. Special Meeting – May 19, 2016

The Board voted unanimously (Fried/Desir) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners held on May 3, 2016 and the two Special Meetings of the Woodbridge Board of Police Commissioners held on May 14, 2016 and May 19, 2016.

PUBLIC COMMENTS:

- There were no Public Comments.

REVIEW OF REPORTS:

Financial Report: Chief Cappiello informed the Board that as we begin the last month of the fiscal year, everything appears to be in order and we should be on target to finish the fiscal year within budget. Finance Director Anthony Genovese has directed us to close out all remaining purchase orders. Commissioner Falcigno asked Chief Cappiello to curb police overtime.

The Board voted unanimously (Fried/Desir) to accept the Financial Report.

Activity Report:

Chief Cappiello gave an overview of the monthly statistic reports for April/May:

- **School Resource Officer:** Officer R.J. Scott has been consistently busy, especially with the end of the school year and as graduation approaches on June 15th, we will have ample coverage for security and traffic control. There were 2 drug arrests at the high school last month. Chief Cappiello thanked Officer Scott for an exemplary job working with the kids and their parents.
- **Investigative Services Unit:**
 - May 22 a burglary occurred at a business on Lucy Street, the front door glass was broken and cash register seized; forensic evidence was obtained and sent to the lab.
 - May 23rd there was a suspicious fire on a large boat.
 - May 31st an employee at one of the assisted living facilities was arrested; the employee was caught on video surveillance stealing from an elderly resident's pocketbook.
 - Theft of equipment from a landscaping trailer.

The Board voted unanimously (Fried/Desir) to accept the Activity Report.

REPORT OF THE CHIEF OF POLICE:

- Chief Cappiello thanked the Board for the wonderful swearing-in ceremony; he said it was much more than he expected and it was truly an honor.
- Chief Cappiello informed the Board that Deputy Chief Stuart is currently on vacation and that Sgt. Thomas' mother has passed away. The Board expressed their condolences to Sgt. Thomas.
- General Orders (Update): Chief Cappiello has begun his transition period and has temporarily assigned Sgt. Thomas to oversee the Investigative Services Unit (and to use an administrative vehicle), in addition to his IT and patrol supervisory duties. Sgt. A.J. Cappiello will serve as court liaison and handle family violence and protective orders, in addition to his patrol supervisory duties and oversight of the property room.

Chief Cappiello is in the process of reviewing the General Orders and informed the Board that we may seek legal advice on some of the "Use of Force" orders. Commissioner Falcigno asked the Chief to give the Board a target date as to when the orders will be completed at the next meeting.

- Administrative Vehicle Purchase: Chief Cappiello asked the Board's consideration to complete the purchase of one new administrative vehicle, which is already included in our current capital budget. It was also suggested to the Chief by Finance Director Anthony Genovese that we should also request the option of using the Massachusetts state bid pricing.

The Board voted unanimously (Falcigno/Desir) to authorize the Chief to utilize the funds already approved to purchase the vehicle and to consider the pricing structure from the State of Massachusetts bids.

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

PERSONNEL MATTERS:

- Certified Officer Candidate Hiring: Chief Cappiello gave his recommendation that Officer Michael Luzzi of the Orange Police Department be laterally hired, as discussed at the previous meeting. Officer Luzzi has passed all aspects of the background process and has had a conditional offer on the table for the last several months. Chief Cappiello requested Officer Luzzi be hired as a lateral hire, starting as a Grade B officer with one week vacation.

The Board voted unanimously (Falcigno/Fried) to hire Officer Luzzi, as requested by the Chief of Police.

- Promotions – Sergeant: Chief Cappiello informed the Board that we currently have 3 Sergeant's position vacancies which we desperately need to fill in order for the department to move forward and to help with his transition into the Chief's position. These promotions will help maximize supervision and increase accountability. Even with the hiring of Officer Luzzi, we are still down 3 officers; by bringing the new Sergeants in to supplement patrol on the shifts that we are short, they can help with patrol responsibilities. Filling these three positions is important not only for supervision but also to help mentor our younger officers.

In May, the three candidates for the position of Sergeant completed all phases of the promotional testing process administered by South Central Criminal Justice Administration. All three passed the written, oral and performance phases of the testing. These are all vetted officers who have participated in special assignments and have no disciplinary problems.

Chief Cappiello recommended that all three officers be promoted to the position of Sergeant in the order they scored in the testing process. Chief Cappiello introduced Officer R.J. Scott, Officer Mike Blume and Officer Rich Rizzuti to the Board.

- New Recruit Testing: Chief Cappiello informed the Board that the Department is still down 3 officers and requested the Board's consideration to allow us to participate in the summer new recruit process through South Central Criminal Justice Administration.

Commissioner Falcigno suggested looking into new recruits who are already on the existing list. Chief Cappiello checked with South Central and they said we have to have the funding to fill the vacancies and

commit to hiring someone, then South Central would contact participating Chief's to see if we can have access to the names on the existing list of candidates.

The Board voted unanimously (Falcigno/Fried) to have Chief Cappiello try to utilize the March testing results from South Central Criminal Justice to begin vetting the list of potential candidates for the Woodbridge Police Department.

EXECUTIVE SESSION:

- Personnel Matters regarding the promotion of Sergeants:

The Board voted unanimously (Falcigno/Fried) to move into Executive Session to discuss personnel matters regarding the promotion of sergeants at 6:45 p.m. (Members of the Board, Chief Cappiello and Mr. Esposito were invited to stay, all others were excused.)

- The Board moved out of Executive Session at 7:10 p.m.

ACTION TAKEN ON MATTERS DISCUSSED DURING EXECUTIVE SESSION:

- Promotions – Sergeant:

The Board voted unanimously (Falcigno/Fried) to promote the three officers to the position of Sergeant, as recommended by the Chief, to be hired in accordance with their test scores (Number one is Officer Michael Blume, number two is Officer Richard Rizzuti and number three is Officer R.J. Scott.)

BUDGET:

- There were no Budget matters to discuss.

OLD BUSINESS:

- There was no Old Business to discuss.

NEW BUSINESS:

- There was no New Business to discuss.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 7:15 p.m.

Respectfully submitted:

Janice Innocenzi
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Administrative Assistant

WOODBRIIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MOTIONS

June 7, 2016

PUBLIC COMMENTS:

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TRAFFIC MATTERS:

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