

WOODBRIIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MINUTES

April 4, 2017

The Regular Meeting of the Woodbridge Traffic Authority was held on Tuesday, April 4, 2017 at 6:00 p.m. in the Training Room of the Woodbridge Police Department.

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

OTHERS: Chief Frank P. Cappiello, Deputy Chief Raymond S. Stuart, Lt. Jeffery Leiby, Administrative Assistant Janice Innocenzi

Chairman Robert Berke called the regular meeting of the Woodbridge Traffic Authority to order at 6:00 p.m.

PUBLIC COMMENTS / CORRESPONDENCE:

- There were no Public Comments or correspondence.

TRAFFIC MATTERS:

- Christian Motorcycle Ministry Ride – “Rydas 4 Righteousness”: Chief Cappiello asked the Board’s consideration to approve a request from the Christian Motorcycle Ministry’s Annual Bike Blessing Unity Ride to travel through Woodbridge on April 22, 2017.

The Board voted unanimously (Gilbride/Fried) to approve the Christian Motorcycle Ministry’s Unity Ride to travel through Woodbridge, as requested.

- 135 Bradley Road – Traffic Study in Progress (Update): Chief Cappiello notified the Board that he received a request, in conjunction with the building renovation of the District Animal Control facility at 135 Bradley Road, to evaluate traffic and pedestrian safety in that area. A traffic study was requested and we will determine if traffic calming speed bumps are warranted.

ADJOURNMENT:

The Board voted unanimously (Desir/Fried) to adjourn the regular meeting of the Woodbridge Traffic Authority at 6:03 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

REGULAR MEETING

MINUTES

April 4, 2017

The Regular Meeting of the Woodbridge Board of Police Commissioners was held on Tuesday, April 4, 2017 at 6:00 p.m. in the Training Room of the Woodbridge Police Department.

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

OTHERS: Chief Frank P. Cappiello, Deputy Chief Raymond S. Stuart, Lt. Jeffery Leiby, Administrative Assistant Janice Innocenzi

EXECUTIVE SESSION:

- There was no need for an Executive Session.
- The Certified Officer candidate interviews previously scheduled were cancelled; position will no longer be funded and no hiring can take place at this time.
- No motions made, no votes taken.

PERSONNEL MATTERS:

- Workers' Compensation Injuries and Updates: Chief Cappiello reported that one officer has returned to work on light duty status. We expect that the officer will return to full duty soon.
- Request to Carry Unused Vacation Days: Chief Cappiello asked the Board's consideration to allow Officer Mark Modine to carry over seven (7) unused vacation days. Officer Modine was unable to use all of his vacation days due to an extended injury-related absence.

The Board voted unanimously (Gilbride/Fried) to approve Officer Mark Modine's request to carry over seven (7) unused vacation days.

- Grievance: Chief Cappiello notified the Board that at the end of March, Police Dispatchers filed a grievance through their union against the Town claiming they were discriminated against because they had to work when the Governor declared a State of Emergency during the March 14th blizzard. The Town of Woodbridge closed for the day and non-essential workers were allowed to stay home with pay. The Dispatchers are seeking a resolution through compensation in the form of 8 hours additional pay or 8 hours paid time off.

APPROVAL OF MINUTES:

- B.O.P.C. Regular Meeting – March 7, 2017
- B.O.P.C. Special Meeting – March 13, 2017
- B.O.P.C. Special Meeting – March 23, 2017

The Board voted unanimously (Fried/Falcigno) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held on March 7, 2017; the Special Meeting of the Woodbridge Board of Police Commissioners held March 13, 2017 and the Special Meeting of the Woodbridge Board of Police Commissioners held March 23, 2017.

PUBLIC COMMENTS:

- There were no Public Comments.

REVIEW OF REPORTS:

Financial Report: Chief Cappiello reported that we are nine (9) months into the fiscal year and are at 77% of our budget so far; we are still on target to finish the fiscal year within budget. Police overtime budget still correlates with our staffing, late incidents and cases; a significant part of that was incurred during the March 14th blizzard so we could remain fully staffed into the night. The Vehicle Parts line was expended on a new transmission for our Ford 500.

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

Activity Report:

Deputy Chief Stuart reported on Investigative Services Unit (ISU) and School Resource Officer (SRO) activity:

INVESTIGATIVE SERVICES:

- No burglaries reported during the month of March.
- ISU is waiting for DNA results to come back related to a Feb. 6th burglary case.
- An ATM machine related to a West Haven burglary was recovered from a stream on Ford Road; ISU was called in and overtime was incurred.
- An overdose and suspicious death investigation occurred during March, ISU was called in and overtime was associated with that. This investigation is still pending and we are waiting for autopsy results.
- Identity Theft and Harassment Case.
- Throughout the month, ISU was in the process of conducting background investigations on prospective candidates for the Certified Officer Position.
- Two arrests were made related to a check theft investigation reported from 21 Bradley Road; a third arrest is pending.
- Bank Robbery (Oct. 2016) will be going to trial.
- Arrest warrants were served on a burglary from March 2016.
- ISU opened an investigation on a drug complaint received from a resident.

SCHOOL RESOURCE OFFICER – AMITY REGIONAL HIGH SCHOOL:

- The SRO performs traffic duty each morning; there has always been a problem with parents dropping students off on Newton Road and Old Mill Road. If there is no officer present, traffic becomes congested as drivers are not obeying road rules and it is a safety issue for students.
- Addressed a situation regarding a sparring match that was supposed to take place after school.
- Diffused a verbal argument.
- Made a motor vehicle stop on Newton Road associated with morning traffic enforcement.
- Spoke to female student regarding Snapchat.
- The SRO was contacted late one evening regarding a missing student; through his contacts he was able to relay information and they were able to safely locate the student later on.
- Diffused an incident between an irate parent and security.
- Addressed a situation between a female student and her boyfriend.
- Spoke to another student who was continually getting in trouble with administration; he counseled the student on how to avoid some of the problems with administration.

- 6 Larcenies occurred during the month. One incident occurred at the high school; over \$10,000 in commercial landscaping equipment was left outside one of the maintenance sheds and stolen. Jewelry was taken from a residence and there has been a rash of street signs and stop signs being taken. Public Works is in the process of replacing the stop signs.

Lt. Leiby reported on Motor Vehicle Activity for the month of March:

- There was an increase in motor vehicle activity by our officers from the previous month (increase in radar enforcement, motor vehicle enforcement and traffic stops).

- General discussion took place regarding staffing and minimum manpower as it relates to shortages.
- One new recruit begins at the Training Academy on April 7th and the other begins July 7th.

- Chief Cappiello was asked about the “overlap Sergeant” position and explained that there was discussion about changing it. This is a contractual matter; we met with the union to discuss the situation and we are willing to come up with some options and the union is willing to meet us halfway. We will come up with some solutions on a trial basis to see what works. This will be addressed during a staff meeting with the Sergeants tomorrow to discuss further. Changing the position will assist with minimum manpower, supervision and vacations.

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

REPORT OF THE CHIEF OF POLICE:

- MOU (Beecher Road School): Chairman Berke tabled this item.
- MOU (Amity Regional High School): Chief Cappiello said the final MOU revisions were related to funding issues, which were recently resolved. The draft was reviewed by the Finance Director. Also clarified in the MOU was SRO time spent on the school grounds and when he would be pulled out of the school. The K9 issue has also been resolved; the Police Department retains their discretion. Chief Cappiello requested the Board to approve the MOU.

The Board voted unanimously (Gilbride/Falcigno) to approve the MOU with Amity Regional High School. (Chairman Berke and Chief Cappiello signed the MOU.)

- Prescription Drop Box Receptacle (Update): Chief Cappiello notified the Board that all of the funding for the project has been received and has been completely funded through donations. Originally the Woodbridge Rotary Club was going to fund it completely, but we also received a supplemental donation from B.O.W.D.A.A.C. (Bethany, Orange, Woodbridge Drug/Alcohol Action Committee). The receptacle has been delivered and Chief Cappiello will get final approval from the Board of Selectman regarding the location where the box will be installed. We are proposing the box be installed in the lobby of the Police Department so that it will be accessible 24/7 and it is a secure location.
- OSHA Duct & Vent Cleaning: Vent and duct cleaning was performed at the Police Department over a three-day period in March. The project was performed by an outside contractor and was monitored and overseen by Facilities Department personnel. The service was certified to meet State requirements.
- Assist Seymour Police Department (Update): Chief Cappiello reported that we assisted the Seymour Police Department at the request of Chief Metzler, regarding an internal administrative matter. Deputy Chief Stuart was assigned to complete an independent investigation. Chief Metzler sent us a letter stating they were very pleased with the Deputy Chief’s report and investigative process, as well as the mutual cooperation between the two Departments.
- Read Across America: On Friday, March 3rd, Chief Cappiello participated in the “Read Across America” event at Beecher Road School. This is an annual event where community members come into the school to promote reading and interact with children reading books to them. The event coincides with the birthday of Dr. Seuss.
- Highway Traffic Safety Grant: Chief Cappiello requested to add an item to the agenda regarding approval to participate in the CT Department of Transportation Highway Traffic Safety Grant program for the upcoming summer holidays (Memorial Day, 4th of July and Labor Day). In the past we have always participated, but we got away from it the last few years. Chief Cappiello wants to resume participating in this program and to continue our commitment to highway safety and renew our allegiance with the State’s Department of Highway Safety. The benefit is two-fold, this program helps deter DUI, impaired and distracted drivers during the holiday period and at the same time, it gives us extra patrols during critical times during the holidays. This is a 75% / 25% reimbursement grant. The State reimburses us for 75% and we are responsible for 25% of the officers’ salaries. We discussed the grant with Finance Director Anthony Genovese and he was happy to see us getting back to the program.

Chairman Berke asked to table the issue.

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

BUDGET:

- Chief Cappiello notified the Board that the proposed budget cuts were sent to the Finance Director, as discussed. Board members received a copy of that memo.

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 6:36 p.m.

Respectfully submitted:

Janice Innocenzi
Janice Innocenzi
Administrative Assistant

WOODBIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MOTIONS

April 4, 2017

PUBLIC COMMENTS / CORRESPONDENCE:

- There were no Public Comments.

TRAFFIC MATTERS:

- Christian Motorcycle Ministry Ride – “Rydas 4 Righteousness”:

The Board voted unanimously (Gilbride/Fried) to approve the Christian Motorcycle Ministry’s Unity Ride to travel through Woodbridge, as requested.

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WOODBIDGE BOARD OF POLICE COMMISSIONERS

REGULAR MEETING

MOTIONS

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EXECUTIVE SESSION:

- There was no need for an Executive Session.
- No motions made, no votes taken.

PERSONNEL MATTERS:

- Request to Carry Unused Vacation Days: Chief Cappiello asked the Board's consideration to allow Officer Mark Modine to carry over seven (7) unused vacation days.

The Board voted unanimously (Gilbride/Fried) to approve Officer Mark Modine's request to carry over seven (7) unused vacation days.

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PUBLIC COMMENTS:

- There were no Public Comments.

REVIEW OF REPORTS:

Financial Report:

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

Activity Report:

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

REPORT OF THE CHIEF OF POLICE:

- MOU (Amity Regional High School):

The Board voted unanimously (Gilbride/Falcigno) to approve the MOU with Amity Regional High School. (Chairman Berke and Chief Cappiello signed the MOU.)

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

BUDGET:

- There were no votes taken, during the Budget discussion.

OLD BUSINESS:

- There was no Old Business to discuss.

NEW BUSINESS:

- There were no New Business items to discuss.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:36 p.m.

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