

WOODBIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MINUTES

March 15, 2021

Via ZOOM Platform (Governor Ned Lamont's Executive Order 7B)

Live Streamed – WGATV, Channel 79

YouTube link: <https://youtu.be/EU9dmKuyDc0>

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Monday, March 15, 2021 at 6:15 p.m., via ZOOM platform.

- *Chairman Berke called the meeting to order at 6:21 p.m.*

Commissioners and Liaisons Present-

Commissioner Andrew Esposito, Jr.

Commissioner Deborah Fried

Commissioner Stephen Falcigno

Commissioner Deborah Desir

Chairman Robert Berke

Joseph Crisco, Board of Selectmen Liaison

Police Administration Present-

Chief Frank Cappiello

Administrative Assistant Janice Innocenzi

Absent-

Paul Kuriakose, Board of Finance Liaison

PUBLIC COMMENTS:

- There were no Public Comments.

TRAFFIC MATTERS:

- Request to Approve – Annual Woodbridge Road Race: Chief Cappiello requested the Board's consideration to approve Woodbridge Recreation Department's request to hold the Annual Woodbridge Road Race on Saturday, October 2, 2021.

The Board voted unanimously (Falcigno/Fried) to approve the Annual Woodbridge Road Race.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Esposito) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:24 p.m. and move directly into the Regular Meeting of the Woodbridge Board of Police Commissioners.

Respectfully submitted:
Janice Innocenzi, Administrative Assistant

WOODBIDGE BOARD OF POLICE COMMISSIONERS

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Police Administration Present-

Chief Frank Cappiello

Administrative Assistant Janice Innocenzi

Absent-

Paul Kuriakose, Board of Finance Liaison

APPROVAL of MINUTES:

- B.O.P.C. Regular Meeting – February 8, 2021:

The Board voted unanimously (Fried/Esposito) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held on February 8, 2021.

PUBLIC COMMENTS:

- There were no Public Comments.

REVIEW of REPORTS:

- Financial Report: Chief Cappiello reported that after completing the first eight months of Fiscal Year 2021, we continue on course at 69%. Police overtime includes last month's snow and wind storms.

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

- **Criminal Activity Report (February):**

- Fraud / Larceny Cases: Complaints included computer fraud, telemarketing and identity thefts, as well as, altered checks and related documents.
- Larcenies from Motor Vehicles: 5
- Stolen Motor Vehicles: 4 (all have been recovered)

- Criminal Arrests:
 - A subject was arrested on outstanding warrants and violation of probation.
 - Arrest made for possession of narcotics (heroin).
 - Breach of peace arrest made in the parking lot of a local business.
- ISU Cases:
 - Worked with DCF to locate a missing juvenile.
 - Investigation of a suicide at a residence, which occurred during the height of a snowstorm.
 - Worked with area Police Departments locating and recovering stolen motor vehicles.
 - Followed up on several larceny and stolen/fraudulent check cashing cases.
 - Processed 10 requests for fingerprinting services.
 - Processed and performed background checks for 8 pistol permit applications.
- **Motor Vehicle Activity (February):** Traffic enforcement remains consistent with what it has been for the last several months and throughout the pandemic. We had 23 motor vehicle accidents in February (3 evading). Overall accidents were down during the first two months of this year from where they were last year. Patrol performed over 337 radar assignments and 329 deterrent traffic patrols.

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

REPORT of the CHIEF of POLICE

- Reschedule April & May BOPC Meeting Dates: Chief Cappiello requested the Board's consideration to reschedule the April and May Police Commission meetings due to schedule conflicts with the Town of Woodbridge Preliminary Budget Hearing on April 19 and the Annual Town Meeting on May 17, 2021.

The Board voted unanimously (Fried/Desir) to reschedule the April and May Police Commission meeting dates. The rescheduled meetings will be held on April 7, 2021 and May 4, 2021.

- I.T. Network Upgrade Project: At their February 10 meeting, the Board of Selectmen approved moving forward with the upgrade of the IT Network at the Police Department. This is the second phase of a three phase Town project, with the first phase being the upgrade of the Town Hall network, which has been completed. This phase of the project will put us in alignment with Town Hall's enhancements so that we all will be uniform and have redundancy in storage, safeguards and security. The project includes replacement of network hardware, servers, switches, new fiber optic pathways, onsite and offsite backups, and upgrades of our operating systems.

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

PERSONNEL MATTERS:

- Extended Sick Leave: Chief Cappiello reported that we are currently short-staffed and will continue to be for the next few weeks. One officer has been out of work on quarantine after a Coronavirus close contact exposure. We expect him to return later this week. A second officer will undergo a minor surgical procedure at the end of the month and his doctor advised him to plan for an anticipated recuperation period of approximately two weeks, during which time he will be utilizing his accrued sick time to cover his absence.

BUDGET:

- Budget Process (Update): We presented our Operating Budget to the Boards of Selectmen and Finance in January. In February, the Board of Selectmen reviewed all of the proposed budgets received from various departments and made their recommendations to the Board of Finance. This month, the Board of Finance has been conducting their review of the budgets and I expect that they will be releasing their final recommendations in the near future. The Preliminary Budget Hearing will take place April 19 and the Annual Town Meeting is scheduled for May 17.

EXECUTIVE SESSION / ACTION TAKEN, AS APPROPRIATE

The Board voted unanimously (Esposito/Fried) to move into Executive Session at 6:48 p.m. to discuss the draft Dispatch Consultant report and Department Management structure. (Liaisons and media were excused, all others invited to stay.)

- Chief Cappiello and Administrative Assistant were excused from the second half of the Department Management structure discussion at 7:15 p.m.
- The Board moved out of Executive Session at 8:13 p.m.
- There were no motions made, no votes taken.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Desir) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 8:14 p.m.

Respectfully submitted:
Janice Innocenzi, Administrative Assistant

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REGULAR MEETING

MOTIONS

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- There were no Public Comments.

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REVIEW of REPORTS

- Financial Report:

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

- Activity Report:

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

REPORT of the CHIEF of POLICE

- Reschedule April & May BOPC Meeting Dates:

The Board voted unanimously (Fried/Desir) to reschedule the April and May Police Commission meeting dates. The rescheduled meetings will be held on April 7, 2021 and May 4, 2021.

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PERSONNEL MATTERS

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BUDGET

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