

**WOODBRIIDGE BOARD OF POLICE COMMISSIONERS  
WOODBRIIDGE TRAFFIC AUTHORITY  
SPECIAL MEETING – POLICE COMMISSION**

**MINUTES**

**May 26, 2022**

Via ZOOM Platform (In accordance with SB 1202, this meeting was held by electronic transmission.)

Live Streamed – WGATV, Channel 79

YouTube link: <https://youtu.be/EbRR2XErf6I>

A Special Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Thursday, May 26, 2022 at 6:15 p.m., via ZOOM platform.

- *Chairman Berke called the meeting to order at 6:17 p.m.*

*Attendance taken by roll call:*

Commissioners Present-

*Chairman Robert Berke*

*Commissioner Andrew Esposito, Jr.*

*Commissioner Deborah Desir*

*Commissioner Mica Cardozo*

Police Administration Present-

*Chief Frank P. Cappiello*

*Deputy Chief Ronald E. Smith, Jr.*

*Administrative Assistant Janice Innocenzi*

Absent-

*Commissioner Henry Kopel*

*Joseph Crisco – Board of Selectmen Liaison*

*Ellen Scalettar – Board of Finance Liaison*

**APPROVAL of MINUTES:**

- B.O.P.C. Special Meeting – April 11, 2022:

*The Board voted (Esposito/Desir), by roll call, to approve the minutes from the Special Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held April 11, 2022.*

*Those in favor: Esposito/Desir/Berke*

*Abstained: Cardozo*

*Motion carries.*

**PUBLIC COMMENTS:**

- There were no Public Comments.

**EXECUTIVE SESSION / ACTION AS APPROPRIATE**

- Discuss Personnel Matters:

- Conduct Interviews of Dispatch Candidates

- Hiring

*The Board voted unanimously (Desir/Cardozo), by roll call, to move into Executive Session at 6:19 p.m. (Commissioners, Chief, Deputy Chief, Dispatcher Craig Arpino invited to stay; all others were excused.)*

- The Board moved out of Executive Session at 8:05 p.m.
- Chairman Berke said they did not vote on any matters discussed during Executive Session; several candidates were interviewed for the position of Dispatcher.

## **ACTION TAKEN ON MATTERS DISCUSSED DURING EXECUTIVE SESSION**

- Dispatch Candidate Hiring:

*The Board voted unanimously (Desir/Esposito), by roll call, to extend a Conditional Offer of Employment to Anthony Berardesca for the position of Dispatcher, contingent upon his successful completion of the pre-employment physical exam.*

### **REVIEW of REPORTS:**

- FINANCIAL REPORT:

As we approach the end of the fiscal year, we will be wrapping up any pending purchase orders, processing the related billing and start preparing for the new fiscal year. With just over a month remaining, we are at about 81% overall so we are on target to remain within budget. Dispatch Overtime is way up due to absences, a resignation, and Covid-related extended absences.

*The Board voted unanimously (Esposito/Desir), by roll call, to approve the Financial Report.*

- ACTIVITY REPORT: Chief Cappiello reported the following -  
Criminal Activity Report (April)-

- Burglaries: 1 – Commercial burglary at an Amity Road office complex, which occurred during the afternoon, the premise was unlocked, files were rummaged through.
- Fraud: 10 – Cases involve credit card misuse, telephone scams, 7 incidents involving altered or fraudulent checks.
- Larcenies: 4 – Included gas siphoned out of a vehicle; Mailbox package thefts; theft at Assisted Living facility; and checks missing from mailboxes.
- Larcenies from Motor Vehicles: 2 – Larcenies from unlocked cars on Bishop Drive and Selden Street.
- Stolen Motor Vehicles: 1 – Taken from the driveway of a Bishop Drive residence, the vehicle was left with the keys in it, and was located (unoccupied) several hours later in New Haven. Tools and personal items were missing.
- Recent Incidents:
  - Gunshots: At approximately 10:00 p.m. on May 11, we had a report of gunshots in the Rimmon Road/Oak Hill Lane area. Responding officers located a crime scene where they found 12 shell casings in the street. At the same time, a neighbor in the area reported what she thought was suspicious activity in the rear of her residence. They brought in a Police K9 to check, but were unable to locate anyone. ISU is following up with an investigation. Forensic analysis is tying those shell casings to a firearm used in a shooting in a neighboring community.
  - Vehicle Fire: At approximately 2:00 a.m. on May 21, they responded to a car fire on Litchfield Turnpike in the area of Dillon Road. They found an unlocked car in the middle of the street that had been set ablaze. The vehicle was later determined to have been used in a shooting that occurred in another jurisdiction the day before. Our Detectives are currently following up with that agency. Our Fire Marshal has been working with them and they are moving forward.
- ISU:
  - Assumed 8 new cases.
  - Larcenies from mailboxes and mail thefts continue; they are working with Postal Inspectors.
  - Assisted with 2 serious accidents during the last month; they are helping Accident Reconstructionists.
  - Bomb Threat - As previously reported, they are working with authorities in Massachusetts, traveling there to assist with a search warrant in a joint effort. In connection with that, they are working with authorities and have identified a juvenile responsible for several incidents, and are looking to court to see which jurisdiction, Connecticut or Massachusetts, is going to assume those investigations.
  - Background Investigations - They have been following through with background investigations on Certified Police Officer candidates, as well as the Dispatch candidates you saw this evening, and potential candidates being vetted as we move forward.
  - DNA – They had a DNA hit on a stolen car from Litchfield Turnpike; investigation continues.

- They performed 14 public fingerprinting requests/pistol permit background checks last month.
- IT – Det. Iannucci continues to work with IT, he is doing a great job with that. He has been very busy working with TBNG moving us ahead with our updates.
- SROs – Our two SROs are coming down to the end of the school year. They did a mock car crash at the high school, in conjunction with the Police and Fire Departments, which went very well.

#### Motor Vehicle Activity Report-

- Patrol Division: Deputy Chief Ronald Smith reported the following for April -
  - We made 206 motor vehicle stops, compared to 31 stops made in April 2021, an increase of 564%.
  - Traffic stops from January 1 – April 30, our officers made 523 traffic stops, compared to 68 traffic stops last year, which is an increase of 669%.
  - We have received complaints on Litchfield Turnpike and Baldwin Road, specifically regarding erratic driving and speeding vehicles. On Litchfield Turnpike, we conducted 123 radar assignments in April and 28 motor vehicle stops on Baldwin Road. 34 times we went on Baldwin Road to conduct speed enforcement and made 18 motor vehicle stops.
  - During April, we participated in the Distracted Driving Enforcement Campaign, sponsored by the State Department of Transportation. We participated for seven days, made 101 motor vehicle stops, gave out 61 infractions. In April 2022, we had 23 motor vehicle accidents (including 4 on Litchfield Turnpike and 4 on Amity Road). From Jan. 1, 2022 to April 30, 2022, we had 99 motor vehicle accidents compared to 76 last year, which is an increase of about 30%. We are seeing more erratic driving, having more accidents, and more speeding vehicles.
  - Chief Cappiello added that the two major accidents we had last month, one occurred on April 15<sup>th</sup> on Litchfield Turnpike, south of Shepard’s Farm, north of Clark Road, which involved a car vs. bicyclist with very serious injuries. Accident reconstruction of that has been ongoing. On April 27<sup>th</sup> there was a serious accident at the intersection of Johnson Road and Rimmon Road at the blinking light, involving a motorcyclist with very serious injuries. Both accidents currently remain under investigation.

***The Board voted unanimously (Cardozo/Esposito), by roll call, to approve the Activity Report.***

#### **REPORT of the CHIEF of POLICE**

- Center Building Renovation Committee: The First Selectmen recently established that Committee to plan, design, construct and finance upgrades to convert the Center Building into a modern Police Department, space for offices, classrooms and programs. The scope of the project includes the entire building, including the gym, Police Department, Human Services offices and daycare. The only portion not included is the Senior Center space, which is currently being renovated. To serve on the Committee, First Selectman Heller has appointed Dwight Rowland from the Board of Finance as Chair; Paul Kuriakose from the Board of Selectmen; Chief Cappiello and Commissioner Esposito from the Police Department; and Director Jeanette Glicksman from Human Services. The Committee will be staffed by Janice Innocenzi. Our first meeting is scheduled for June 1.
- Beecher Road School SRO – MOU (Update): The Beecher Road Board of Education requested to make some modifications to the current Memorandum of Understanding with the Police Department regarding the School Resource Officer. In addition to a date change and some minor grammatical changes, the primary revision included additional language referencing new mandated training that must be conducted, and reflects some changes in the Board of Education’s Nondiscrimination Policy. The last time that document was updated was in 2018, it just renews itself each year unless there is some modification needed. Chairman Berke has reviewed it, both he and Chief Cappiello signed it, and it was forwarded to Dr. Budd this week.
- ARPA Funding Proposals: In conjunction with the 2.6 million dollars in federal American Rescue Plan Act funding awarded to the Town, there are various ideas being proposed for the use of different amounts of the funding for various Town projects. For our Department, we have several projects we plan to propose to the Finance Director for consideration. The projects involve the replacement of our body-worn and dashboard

camera systems, the replacement of our portable radios, possible replacement of some training equipment - a camera system, and some advanced training courses.

- **BODY-WORN CAMERAS:** Regarding our body-worn cameras, in 2012 we began using Digital-Ally for both our body-worn cameras and our dashboard cameras. We were at the forefront then, but now we are only one of four communities throughout the state who are still using that company. Nine of our ten dashboard cameras are at end of life and no longer supported, with five of those cameras being in-service since 2012. We are having some customer service issues and at this time, we do not have cloud-based storage or a dedicated server for the camera footage, which is another issue that has arisen. The State's Attorney's Office has also made notification to us that they are in the process of developing a uniform policy in which agencies within their jurisdiction will be required to share camera footage via downloads directly with them at court, so that's another matter that needs to be addressed. They advised us that Axon is the most common camera system being used in our geographical area at court and pretty much have a monopoly on that throughout the state. We have a long-term relationship with Axon; we use them for our Conducted Electrical Weapons (Tasers). To minimize risk of failure and to cut down on repairs and replacement, and to maximize technology and remain current, we are seeking funding for that.
  - **PORTABLE RADIOS:** We are also looking to replace our portable radios. NORCOM advises us our radios are now 8-10 years old and are no longer supported by warranty. Recently, we had a problem and the estimate to repair one radio was estimated to be about \$800; recently batteries are starting to not hold the charge, and to take out a service warranty on all the portable radios we have is \$5,500 a year. The Chief has consulted with the Finance Director about replacing that, as well.
  - **ADVANCED TRAINING COURSES** as mentioned, and possibly some other technological equipment for our training needs.
- **Amity Regional High School – Graduation:** The Amity High School graduation is scheduled for June 10 beginning at 4:00 p.m. Following the initial impacts of the COVID pandemic and renovations to the football field, graduation has not been held at the school for the last couple of years. This year graduation is returning to its traditional setting at the football field. In the event of inclement weather, it will be held indoors. We will have ample police staff onsite and to assist with traffic and security, and we are working closely with the school to ensure a successful event. With the end of the school year approaching, Chief Cappiello acknowledged Officer Sapione, our SRO, for his diligent efforts at the high school. For the summer, he will be reassigned back to the patrol division and during that time he will also be providing several days of mandated training requirements that he will fulfill for us.
  - **DARE Graduation:** With the culmination of the school year, the Beecher Road School DARE Graduation will be held June 3 as a virtual graduation ceremony, as it was done the last two years with no visitors. It will be viewed after the fact. Chief Cappiello recognized Officer Lynch for his completion of another successful year with the students, staff, and all of his ongoing efforts there, especially during these challenging times. Moving forward for the summer in accordance with the funding and the MOU, Officer Lynch will remain at the school throughout the summer and provide his services and security at the Woodbridge Recreation Camp Program and other school related activities that occur there over the summer months.

***The Board voted unanimously (Esposito/Desir), by roll call, to accept the Report of the Chief of Police.***

#### **PERSONNEL MATTERS:**

- **Extended Absences:** Coinciding with the question we had earlier regarding Dispatcher coverage overtime, we recently had one Dispatcher out for several days on a COVID related absence requiring quarantine. That absence coupled with us already being down one Dispatcher, left us with only four, which presented some scheduling challenges we had to work through. That Dispatcher has since returned. We currently have one Officer who has been out on a workers' comp injury since April 26. His next doctor's visit is not until June 1, so his absence, coupled with the vacancy we already have, is also impacting the scheduling somewhat with overtime. We are hoping he is able to return to work soon.

- **Vacancies:** We still have one Patrol vacancy, which we are hoping to fill. That job was posted, and to date we had 10 applications, some have since withdrawn for various reasons and we currently have 4 applicants in the final stages of processing and vetting. We hope to be able to finalize that and convene the subcommittee prior to our June meeting and bring some or all of those candidates before the full Board for consideration to hire to fill that vacancy.

**BUDGET:**

- **Annual Town Meeting (Update):** Chief Cappiello reported that the Annual Town Meeting was held on May 16, it required the mandatory 250 residents needed for a vote, they were not present, so the Fiscal Year 2023 budget passed with the recommendations that were presented by the Board of Finance at the Preliminary Budget Hearing.

**ADJOURNMENT:**

*The Board voted unanimously (Cardozo/Esposito), by roll call, to adjourn the Special Meeting of the Woodbridge Board of Police Commissioners and move directly into the Special Meeting of the Woodbridge Traffic Authority at 8:34 p.m.*

Respectfully submitted:

Janice Innocenzi, Administrative Assistant

**WOODBRIIDGE BOARD OF POLICE COMMISSIONERS  
WOODBRIIDGE TRAFFIC AUTHORITY  
SPECIAL MEETING – TRAFFIC AUTHORITY**

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*Commissioners Present-*

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*Commissioner Andrew Esposito, Jr.*

*Commissioner Deborah Desir*

*Commissioner Mica Cardozo*

*Police Administration Present-*

*Chief Frank P. Cappiello*

*Deputy Chief Ronald E. Smith, Jr.*

*Administrative Assistant Janice Innocenzi*

*Absent-*

*Commissioner Henry Kopel*

*Joseph Crisco – Board of Selectmen Liaison*

*Ellen Scalettar – Board of Finance Liaison*

**PUBLIC COMMENTS:**

- There were no Public Comments.

**TRAFFIC MATTERS:**

- There were no Traffic Matters to discuss.

**ADJOURNMENT:**

***The Board voted unanimously (Desir/Cardozo), by roll call, to adjourn the Special Meeting of the Woodbridge Traffic Authority at 8:35 pm.***

Respectfully submitted:

Janice Innocenzi, Administrative Assistant

# WOODBRIIDGE BOARD OF POLICE COMMISSIONERS

## MOTIONS

May 26, 2022

### APPROVAL of MINUTES:

- B.O.P.C. Special Meeting – April 11, 2022:

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*Those in favor: Esposito/Desir/Berke*

*Abstained: Cardozo*

*Motion carries.*

### PUBLIC COMMENTS:

- There were no Public Comments.

### EXECUTIVE SESSION / ACTION AS APPROPRIATE

- Discuss Personnel Matters:
  - Conduct Interviews of Dispatch Candidates
  - Hiring

*The Board voted unanimously (Desir/Cardozo), by roll call, to move into Executive Session at 6:19 p.m. (Commissioners, Chief, Deputy Chief, Dispatcher Craig Arpino invited to stay; all others were excused.)*

- The Board moved out of Executive Session at 8:05 p.m.

### ACTION TAKEN ON MATTERS DISCUSSED DURING EXECUTIVE SESSION

- Dispatch Candidate Hiring:

*The Board voted unanimously (Desir/Esposito), by roll call, to extend a Conditional Offer of Employment to Anthony Berardesca for the position of Dispatcher, contingent upon his successful completion of the pre-employment physical exam.*

### REVIEW of REPORTS:

- FINANCIAL REPORT:

*The Board voted unanimously (Esposito/Desir), by roll call, to approve the Financial Report.*

- Activity Report:

*The Board voted unanimously (Cardozo/Esposito), by roll call, to approve the Activity Report.*

### REPORT of the CHIEF of POLICE

*The Board voted unanimously (Esposito/Desir), by roll call, to accept the Report of the Chief of Police.*

### PERSONNEL MATTERS:

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

### BUDGET:

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

**ADJOURNMENT:**

*The Board voted unanimously (Cardozo/Esposito), by roll call, to adjourn the Special Meeting of the Woodbridge Board of Police Commissioners and move directly into the Special Meeting of the Woodbridge Traffic Authority at 8:34 p.m.*

Respectfully submitted:

Janice Innocenzi, Administrative Assistant

# WOODBIDGE TRAFFIC AUTHORITY

## MOTIONS

May 26, 2022

### PUBLIC COMMENTS:

- There were no Public Comments.

### TRAFFIC MATTERS:

- There were no Traffic Matters to discuss.

### ADJOURNMENT:

*The Board voted unanimously (Desir/Cardozo), by roll call, to adjourn the Special Meeting of the Woodbridge Traffic Authority at 8:35 pm.*

Respectfully submitted:

Janice Innocenzi, Administrative Assistant