

# WOODBIDGE BOARD OF POLICE COMMISSIONERS

## REGULAR MEETING

### MINUTES

**July 13, 2020**

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

Live Streamed – WGATV, Channel 79

YouTube link: <https://youtu.be/z-nvIS2UkAM>

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Monday, July 13, 2020 at 6:15 p.m., via ZOOM platform.

- *Chairman Berke called the meeting to order at 6:27 p.m.*

Chairman Berke conducted Roll Call:

Commissioners Present-

*Deborah Desir*

*Deborah Fried*

*Stephen Falcigno*

*Robert Berke*

Liaisons Present-

*Joseph Crisco, Board of Selectmen*

Police Administration Present-

*Chief Frank Cappiello*

*Administrative Assistant Janice Innocenzi*

Absent:

Deputy Chief Raymond S. Stuart

Commissioner Andrew Esposito, Jr.

Paul Kuriakose, Board of Finance Liaison

**APPROVAL of MINUTES:**

- B.O.P.C. Regular Meeting – June 9, 2020:

***The Board voted unanimously (Falcigno/Fried) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held on June 9, 2020.***

**PUBLIC COMMENTS/CORRESPONDENCE:**

- There were no Public Comments or Correspondence.

**REVIEW of REPORTS:**

- Financial Report: Chief Cappiello reported that the Finance Department is closing out fiscal year 2019/20, which just ended. Chief Cappiello said he is confident we will close out the past fiscal year within budget. We are two weeks into the new fiscal year and most of the expenditures have been contractual related stipends, mandatory operational requirements such as annual dues, encumbrances and running purchase orders.

As a follow-up to Commissioner Esposito's request at last month's meeting requesting clarification from the Finance Department regarding reimbursement for COVID-19 related expenses that we incurred, Chief Cappiello discussed the matter with Finance Director Anthony Genovese. The Finance Director confirmed that the Town anticipates 100% reimbursement for those expenses associated with overtime and supplies, which will be reimbursed 75% by FEMA and 25% by the State of Connecticut.

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

- **Motor Vehicle Activity (June):**  
Chief Cappiello reported that traffic enforcement has been on the low side the past couple of months due to the precautions being taken statewide and across the country associated with the health crisis and social distancing protocols to maintain the health and safety of the officers and the public.
- **Criminal Activity Report (June):**
  - **Burglaries:** the Detective Bureau solved several burglaries that occurred in the Litchfield Turnpike business area. Arrest warrants are pending.
  - **Convenience Store Robbery/Assault:** In a collaborative effort between the New Haven Police, Hamden Police and Woodbridge Police, an arrest warrant is pending for the suspects involved. The suspects were involved in a 24-hour spree in our three towns.
  - **Stolen Vehicles/Tampering with Unlocked Vehicles:** Overall, calls have gone down somewhat from previous months.

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

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

- **SRO Updates:** When the schools closed March 13 due to the pandemic, both SROs returned back to patrol. At Beecher, they also cancelled their summer school programs and the Woodbridge Rec in-person day camp (both are being done virtually now). Officer Sapione and Officer Lynch have been with us since March and they are continuing with their regular patrol shifts, which is where they will remain through the end of August, when they return to their respective schools. That has worked out really well for us, as far as staffing.

Chief Cappiello reported that he and Commissioner Fried are participating in the Woodbridge Board of Education Ad Hoc SRO Security Committee, which the Board of Ed recently organized. The first meeting was held last week. Chief Cappiello participated in the same type of committee in 2017 and the consensus at that time was that the School Resource Officer would stay in place and he has until now. We will see what comes out of this meeting. With the climate right now, there are a lot of different factors that will impact what the future holds, and the decisions that will be made as far as the SRO at Beecher Road School. Economically there are the budget concerns that we are all familiar with. On the Police Department side, we have a staffing concern, being reduced further by two. While these officers have been here for the last few months, come the end of August when they go back, we will be short those two in addition to the two positions that we don't have any longer. In general, in the community and across there nation, there is so much uncertainty now with the Coronavirus, what's going on with the schools reopening and how that's going to play out, and all the other turmoil and unrest nationwide. Commissioner Fried and I will keep you posted at the next meeting on the progress of that committee.

- **Out of State Travel Quarantines:** On June 25, the Governor issued an Executive Order requiring a 14-day self-quarantine for travelers who return from out of state, from any state experiencing high Coronavirus infection rates. It was just updated the other day to 19 states that are impacted. Over the past week or so, we had two employees who traveled to Florida, and while they were there, Florida was added to the list of those impacted states, so it required them to self-quarantine when they returned to Connecticut. We are down two staff members while they are in self-quarantine for 14 days.

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

**PERSONNEL MATTERS**

- **FMLA:** Chief Cappiello notified the Board that one officer will be utilizing Family Medical Leave from July 17 through July 31, to take care of a family member.
- **Request to Carry Unused Vacation:** Chief Cappiello asked the Board’s consideration to allow him to carry over eighteen (18) unused vacation days. The Chief was unable to use his vacation time due to his job responsibilities and the Coronavirus, the protest, and the Deputy Chief’s vacation and quarantine period.

*The Board voted unanimously (Desir/Fried) to accept Chief Cappiello’s request to carry eighteen (18) unused vacation days.*

**ADJOURNMENT:**

*The Board voted unanimously (Desir/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:47 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

# WOODBIDGE TRAFFIC AUTHORITY

## REGULAR MEETING

### MINUTES

**July 13, 2020**

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

Live Streamed – WGATV, Channel 79

YouTube link: <https://youtu.be/z-nvIS2UkAM>

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Monday, July 13, 2020 at 6:15 p.m., via ZOOM platform.

#### Commissioners Present-

*Deborah Desir*

*Deborah Fried*

*Stephen Falcigno*

*Robert Berke*

#### Liaisons Present-

*Joseph Crisco, Board of Selectmen*

#### Police Administration Present-

*Chief Frank Cappiello*

*Administrative Assistant Janice Innocenzi*

#### Absent:

Deputy Chief Raymond S. Stuart

Commissioner Andrew Esposito, Jr.

Paul Kuriakose, Board of Finance Liaison

#### PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or Correspondence.

#### TRAFFIC MATTERS:

- Research Drive – Request to Use Cul de Sac: Chief Cappiello received a request from the owner of a business located at 11 Research Drive called Air Temple Arts, which is a studio that offers classes in aerial dance, circus, and movement classes for teens and adults. They are looking to use the cul de sac at the end of Research Drive for an outdoor fundraising show and performance by their students and staff. The event will be held on Saturday, August 15 from 6:00 – 8:00 p.m. They plan to set up a portable aerial rig for the students to perform on with a stage. Seating will be on the grass and they expect about 100 people. They have gotten permission from surrounding property and business owners to use their parking lots and grassy areas so they can observe proper social distance seating for audience members. They will provide a certificate of insurance to the Town, if needed. Chief Cappiello discussed the request with Town Counsel. He said he had no problem with the Traffic Authority approving it and once that step is taken, he will bring it up to the Board of Selectmen and if they have any concerns or additional requests, they will take it up with the business at their meeting. The owner has been very thorough with her coordination of the event, including rain dates of Sunday, August 16 and Saturday, Aug 22. The businesses are closed on weekends and there is limited traffic in the area.

***The Board voted unanimously (Fried/Falcigno) to approve the request to use the Research Drive cul de sac, providing they submit a certificate of insurance.***

- CT DOT Project Update – Exit 59 @ Rte. 69: Chief Cappiello reported that the DOT is in the process of completing their road construction, milling and repaving project. We are anticipating that the work done and the changes that were made will serve to provide some relief from the traffic congestion in the area. Last week, the Chief participated in a meeting with the Connecticut DOT, along with representatives from the City of New Haven and the Town of Woodbridge, at which time the DOT shared some of their future plans for that area. In the future, they are looking to make some safety and operational improvements. They are planning to construct acceleration and deceleration lanes on Rte. 15 in both directions and construct an entire loop-type ramp on Rte. 69 leading to Rte. 15 northbound. That project will involve widening the bridge overpasses where the parkway passes over Rte. 69 and to the right on Amity Road. They also plan to make pedestrian crosswalk improvements. They hope to have a funding source in place by the end of 2020 and the design duration will be 3+ years.

**ADJOURNMENT:**

*The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:55 p.m.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

# WOODBIDGE BOARD OF POLICE COMMISSIONERS

## REGULAR MEETING

### MOTIONS

July 13, 2020

#### APPROVAL of MINUTES:

- B.O.P.C. Regular Meeting – June 9, 2020:

*The Board voted unanimously (Falcigno/Fried) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held on June 9, 2020.*

#### PUBLIC COMMENTS/CORRESPONDENCE:

- There were no public comments or correspondence.

#### REVIEW of REPORTS

- Financial Report:

*The Board voted unanimously (Fried/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

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

#### PERSONNEL MATTERS

Request to Carry Unused Vacation: Chief Cappiello asked the Board's consideration to allow him to carry over eighteen (18) unused vacation days.

*The Board voted unanimously (Desir/Fried) to accept Chief Cappiello's request to carry eighteen (18) unused vacation days.*

#### ADJOURNMENT:

*The Board voted unanimously (Desir/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:47 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

# WOODBRIIDGE TRAFFIC AUTHORITY

## REGULAR MEETING

### MOTIONS

July 13, 2020

#### PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or Correspondence.

#### TRAFFIC MATTERS:

Research Drive – Request to Use Cul de Sac:

*The Board voted unanimously (Fried/Falcigno) to approve the request to use the Research Drive cul de sac, providing they submit a certificate of insurance.*

#### ADJOURNMENT:

*The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:55 p.m.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi

Administrative Assistant