

BOARD OF POLICE COMMISSIONERS

MINUTES of the Meeting of the Board of Police Commissioners held at the Southington Police Department in the Community Room on June 11, 2009.

The meeting is called to order by Chairman Verderame at 6:03 p.m.

Commissioners Triano, Bedard, Nevelos and Della Vecchia were present. Chief John Daly was present

The Pledge of Allegiance is led by Chairman Verderame.

MOTION made by Commissioner Bedard to adjourn the Regular meeting and go immediately into executive session, excluding the press and the public, excluding Chief Jack Daly or Chief Daly into executive session if requested, for the purpose of discussing personnel and contractual issues, seconded by Commissioner Nevelos. All in favor. Motion passed at 6:05 p.m.

Respectfully submitted,

Joanne D. Palmieri
Recording Secretary

BOARD OF POLICE COMMISSIONERS
Executive Session

June 11, 2009

Chairman Verderame called the Executive Session to order at 6:05 p.m.

Present: Commissioners Triano, Bedard, Nevelos and Della Vecchia

Personnel and Contractual issues were discussed.

Chief Daly is requested into the Executive Session at 6:19 p.m.

**MOTION made by Commissioner Bedard
to adjourn the executive session and go back
into regular session. Seconded by Commissioner
DellaVecchia. Motion passed unanimously.**

Executive Session adjourned at 6:25 p.m.

Respectfully submitted,

Joanne D. Palmieri
Recording Secretary

BOARD OF POLICE COMMISSIONERS
Regular Meeting after Executive Session

June 11,2009

Chairman Verderame called the Regular Meeting after Executive Session to order at 6:25 p.m.

Present: Commissioners Triano, Bedard, Nevelos and Della Vecchia
Chief Daly

Chairman Verderame called for motions to approve the minutes of the Regular Meeting of May 14, 2009.

MOTION made by Commissioner Bedard to approve the minutes of the Regular Meeting of May 14, 2009, seconded by Commissioner Della Vecchia. All in favor, Motion passed.

Chairman Verderame called for a motion to approve billings presented to the Commissioners for payment.

The summary statement of bills paid was presented to the Commissioners for period May 14, 2009 to June 11, 2009. The summary statement of bills paid indicated the amounts paid to different vendors as well as a short synopsis delineating the reason for the payment.

Chief Daly presented requisitions to be signed off by the Commissioners which were Conn. Rivers Council, Explorers Police Academy, New England Communications, Southington Security Services and Perfectemp Heating & Air. Chief Daly explained requisitions to Commissioners. Commissioners sign off,

MOTION made by Commissioner Bedard to approve the summary statement of bills paid for period May 14, 2009 to June 11, 2009, seconded by Commissioner Della Vecchia. All in favor, Motion passed.

Chairman Verderame requested Lt. Ed Pocock give his presentations to the Commissioners.

First item discussed was the Awards Program. Before beginning his presentation, Lt. Pocock thanks Chief Daly for working closely with him to regenerate the Awards. Lt. Pocock explained that this newly established Awards Program would be replacing the past Awards Program which had faded out back in 1998. He explained that with the Commissioners' approval, the implementation would be a three-fold process, which will be past Award conversion and review, purchase and presentation and institutionalization.

Lt. Pocock referred to General Order 51 which deals with Awards and Recognition – All Divisions. Lt. Pocock explained the three step process:

Past award conversion and review would allow each member of the Department to submit up to three awards that they personally feel were overlooked. An ad hoc review committee, which has been established by the Chief, consisting of Captains Palmieri and Simone and myself would review the submissions and forward recommendations to Chief Daly.

Lt. Pocock explained the process of purchase and presentation and indicated approximately 345 cloth ribbons would be needed to be purchased at an individual cost of \$2.15. The total cost of implementation would be \$1,950 with a yearly estimated maintenance cost of approximately \$250. Lt. Pocock made reference to plaques received as being an honor for individuals and the commented that a police officer's honor is wearing the badge and an Awards Program basically is a "story board" of an officer's career. He further stated that the official commendation of exceeding a high standard in performance will be to give full recognition to those who have brought honor to themselves and the department.

Last process was institutionalization. Lt. Pocock explained that the starting point for this program will be clearly established. He named three reasons why a program such as this could fail - a. giving awards for everything b. no one gets anything and c. a program exists but is not managed properly. In this Awards Program all issues will be managed properly.

Lt. Pocock showed Commissioners different ribbon awards to be given out. Commissioner Bedard asked Lt. Pocock to explain some of the ribbons, i.e. he showed and explained Command Level Awards such as the Medal of Valor, Commendation, Police Purple Heart, Meritorious Service and Achievement Awards such as Public Appreciation Award and Perfect Attendance, etc. In conclusion he stated that the ribbons are in the officers' control to achieve and also

showed Commissioners where ribbons would be worn and indicated ribbons would be optional on Class A uniforms but on the blouse uniform would be mandatory.

Lt. Pocock also indicated that there would be Civilian recognition awards to recognize non-sworn individuals that have performed a service of substantial contribution toward the betterment of their fellow citizens and/or the Southington Police Department.

Chief Daly then commented they had discussed having an annual Awards ceremony where one time a year everyone entitled to an award, together with any other individuals who wanted to attend, would be presented with their award by a Commissioner.

Chief Daly also indicated he is looking into recognizing those officers who are promoted. He indicated that the Department had gotten away from that recognition and he believed it was something that also should be rejuvenated because it is an honor for the officer as well as his family and recognition is important.

All commissioners were pleased with presentation and the following motion was made:

**MOTION made by Commissioner Bedard to approve
General Order 51 as submitted seconded by
Commissioner Della Vecchia. All in favor,
Motion passed.**

After the motion Commissioner Triano then commented that he had served on several Awards Committees and he believed for the most part they have proved to be beneficial depending on the management and the accountability to maintain its integrity. Lt. Pocock then commented that in the General Order there is a provision where the Committee will consist of a commissioner, the administrative staff and a union member once the ad hoc committee has completed its task and this will enable the Program to maintain its integrity.

Next on the agenda was the discussion related to maintenance contracts. Chief Daly indicated with less than one month before the beginning of Fiscal Year 2009-2010 the Department must look ahead to maintenance contracts. He indicated that Lt. Pocock and himself have been working closely, have done many

contracts through the bidding process and have been working closely with Attorney Sciota. Chief Daly then deferred to Lt. Pocock to discuss the maintenance contracts for Fiscal Year 2009-2010. Lt. Pocock discussed in detail the Shred-it contract, the generator contract and the IT contracts. Short question and answer period took place with Commissioners.

MOTION made by Commissioner Bedard to allow Chief Daly to enter into service and/or maintenance Contracts as recommended by Lt. Pocock, and attached to the minutes in detail, seconded by Commissioner Nevelos, all in favor Motion passed.

Chairman Verderame requested Chief Daly to give his report to the Commissioners.

Chief's Report –

First discussion was recently issued parking tags. Letters from recipients of tags had been distributed to the Commissioners. Chief Daly deferred to Lt. Pocock as Lt. Pocock had, prior to the meeting, read each letter and reviewed each contested tag letter and Lt. Pocock would be making his recommendation to the Commissioners as to the action to be taken and then the Commissioners would make the final decision.

MOTION made by Commissioner Triano to accept the recommendations of Lt. Pocock concerning recently received contested parking tags, seconded by Commissioner DellaVecchia, all in favor Motion passed.

A letter will be sent to each individual who has contested their issued tags.

Chief Daly then reported to the Commissioners on the Department's activities. He stated the Southington Police Department again took part in the Click It or Ticket Safety Belt/Child Safety Seat Enforcement Program. The program went from May 18, 2009 through May 31, 2009. During that time frame the Patrol Division enforced 162 seat belt violations and 2 child restraint violations. The Southington Police Department also worked with Plainville Police Department under a State of Connecticut DOT Grant for seat belt enforcement. He further stated that on May 11, 2009 a pre-survey was conducted dealing with seat

belt usage and it was found that 87% of the drivers were in compliance with the safety belt law. On June 2, 2009 the post-survey was conducted and it was found that 88.5% of the drivers were in compliance with the safety belt law. Our patrol officers will continue to monitor seat belt usage within the Town of Southington.

Chief Daly also reported that the Narcotics Enforcement Team (NET) made 19 arrests during the month of May. These arrests were for the possession and sale of assorted illegal narcotics.

Chief Daly also reported that the Southington Police Honor Guard recently attended the Police Memorial Day service held at the Connecticut Municipal Police Academy in Meriden, CT.

Chief Daly also reported that he had Officer Michael Kahn, the Department's IT officer and also who had been sent to the IT Forensic school give a synopsis of some of the things he was working on. It is reported that since May 1, 2009 182 hours have been spent on three forensic examinations containing 12 pieces of media and approximately 2,000 gigabytes. Officer Kahn's time also included updates and maintenance to forensic equipment. Officer Kahn has also assisted with the video portion of a computer forensic case which he is currently preparing to commence the exam. Officer Kahn further reported to Chief Daly that he currently has three (3) exams in his back log. Chief Daly ended and commented that Officer Kahn truly has and is applying the training that he was sent to school for.

Chief Daly commented that one of our K-9 dogs is out temporarily for ten (10) days recuperating from a recent injury sustained.

Chief Daly announced that the upcoming Sergeant's test would be taking place on June 30th, 2009 which will open up a vacancy in the Patrol Division for a regular officer. He stated he hoped to begin the process toward filling that vacancy and establishing a list for the position of regular, full time patrolman. The Department wanted to pursue the same testing firm that will be used for the sergeant's test.

Public Communication: There were no public communications.

Old Business: None

No other business to come before the meeting. Chairman Verderame calls for a motion to go into Executive Session.

MOTION made by Commissioner Bedard to adjourn the regular meeting and go immediately into executive session, excluding the press and the public, and including Chief Jack Daly, Captains Palmieri and Simone for the purpose of discussing personnel and contractual issues, seconded by Commissioner Triano. All in favor. Motion passed at 7:00 p.m.

Respectfully submitted,

Joanne D. Palmieri
Recording Secretary

BOARD OF POLICE COMMISSIONERS
Executive Session

June 11, 2009

Chairman Verderame called the Executive Session to order at 7:00 p.m.

Present: Commissioners Triano, Bedard, Nevelos and Della Vecchia
Chief Daly, Captain William Palmieri and Captain Greg Simone

Personnel and Contractual issues were discussed.

**MOTION made by Commissioner Della Vecchia
to adjourn the executive session. Seconded by Commissioner
Bedard. Motion passed unanimously.**

Executive Session adjourned at 7:35 p.m.


Respectfully submitted,


Joanne D. Palmieri
Recording Secretary

Commissioners did not go back into Regular Session after Executive Session.

Contractual Issues:

↳ Computer Maintenance Account Line Total for FY0910	\$45600
○ CT Computer Service (CCS), Plantsville, CT	\$13860
○ Data911, Alameda, CA	\$3036
○ CCS, Plantsville, CT	\$4800
○ Trendmicro Neatsuite, through CCS, Plantsville, CT	\$1200
○ Symantec license, through CCS, Plantsville, CT	\$779
○ CITRIX, Fort Lauderdale, FL	\$820
○ NetMotion, Seattle, WA	\$3550
○ TeleStaff (PDSI), Irvine, CA	\$5602
○ IpSwitch, Lexington, MA	\$1271
○ Business Electronics, Cheshire, CT	\$3420
○ CROG (CAPTAIN), Hartford, CT	\$4900
○ IACP Web Site Access Fee	\$1100
○ CT Chiefs of Police Web Access Fee	\$600
	TOTAL \$44938 remain \$662
↳ Photo Equipment—Dark Room Line Total for FY0910	\$2500
○ OCEAN Systems, Burtonsville, MD	\$1295
	TOTAL \$1295 remain \$1205

 Building Maintenance	Line Total for FY0910	\$45000	
○ Central Electric & Generator, Cheshire, CT		\$625	
	TOTAL	\$625	remain \$44375

 Dues & Conferences	Line Total for FY0910	\$3000	
○ Locator Portal Access Membership		\$990	
	TOTAL	\$990	remain \$2010

 Equipment Maintenance	Line Total for FY0910	\$70000	
○ Aztec, Middletown, CT		\$3030	
○ NECS, Portable Radio Contract, Windsor, CT		\$4476	
○ Pitney Bowes Postage Machine		\$1250	
○ ATT Phone Service Contract		\$4650	
○ NECS, Base Station Radio Contract, Windsor, CT		\$22080	
○ Shred-It, Cheshire, CT		\$462	
○ Siemens, Cromwell, CT		\$9132	
○ CINTAS, Plainville, CT		\$800	
	TOTAL	\$45880	remain \$24120

✚	Central Disp. Equipment Maintenance Line Total FY0910	\$50000	
	○ MobileTec International, Tampa, FL	\$26000	
	○ RISS, RISS Web Site Access for DD.	\$150	
	○ Cap Region Chiefs RAFS System Fee	\$500	
		TOTAL \$26650	remain \$23350

✚	School & Education	Line Total for FY0910	\$54200
	○ MobileTec International, Tampa, FL.	\$5000	
		TOTAL \$5000	remain \$49200