

**BOARD OF POLICE COMMISSIONERS MEETING**  
**February 13, 2014 at 6:00 p.m.**  
**Southington Police Department**  
**69 Lazy Lane**  
**Southington, CT 06489**

Chairman Richard Montague, PhD called the meeting of the Board of Police Commissioners to order at 6:00 p.m. at the Southington Police Department, 69 Lazy Lane, Southington, CT with the following in attendance:

Commissioner James Verderame, Sr., Commissioner Nicholas Depaola, Commissioner Steve Pestillo, Commissioner Phil Landino, and John F. Daly, Chief of Police.

Administrative staff in attendance:

William Palmieri, Administrative Captain  
Lowell DePalma, Operations Captain

**Richard Montague, PhD, Chair, presiding:**

1. **Pledge of Allegiance.** The Pledge of Allegiance was recited by everyone in attendance.
2. **Approval of Minutes** from the previous meeting, January 2014.

Commissioner Verderame made a motion to approve the minutes of the January 2014 meeting. Commissioner Pestillo seconded. Commissioner DePaola and Commissioner Landino abstained. Motion passed.

**3. Communications.**

**a. Communications from the Public**

None.

**b. Commissioner Communications**

Commissioner Pestillo and others welcome the new Captain; Captain Lowell DePalma.

Chairman Montague raised a concern about a police operations vehicle (with very few markings or police lights on it) parked on Berlin Street. He believes this may be a safety issue because someone can run into it. He would like the Chief to look into whether or not they should have that vehicle on their regular patrol operations. Chief Daly confirmed that he will look into this.

#### **4. Chief Jack Daly's Report to Commission.**

Chief Daly discussed several thank you letters and good job letters the Department received over the past month.

Chief Daly gave a reminder to the Commissioners with respect to the STEPS Forum that will be held on March 4<sup>th</sup> along with the Community Forum on safety next Tuesday that the Chief and Captains will be attending.

Lastly, Chief Daly mentioned that, in addition to Captain Pocock retiring yesterday, Lieutenant Shanley also retired and the Department lost 53 years of police experience. Chief Daly congratulates Captain Pocock and Lieutenant Shanley and wished them well.

#### **5. Bills Submitted for payment**

Commissioner Pestillo made a motion to approve the bills from January 2014 as submitted by Chief Daly. Commissioner Verderame seconded. Motion passed unanimously on a voice vote.

#### **6. Administrative Report by Captain Palmieri**

##### **a) General Orders**

The three General Orders that Captain Palmieri sent to the Commissioners for their review deal with 1) police response to animal complaints; 2) strip search; and 3) command protocol.

Commissioner Landino made a motion to approve the General Orders as submitted by Captain Palmieri. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

##### **b) Access Control Video Surveillance System Upgrade**

Security Technologies was awarded the contract pending the Department getting funds allocated for the project. All of the security doors and video (internal and external) will go through this system. Currently this system is operating on Windows ME which is very outdated and cannot be upgraded. They did an RFP for bid to upgrade the system as far as changing out what cannot be upgraded and putting a Genetec system in. \$67,950.31 was the winning bid. The Department has to supply the server which will be another \$15,000.00. Over the next month or so Captain Palmieri will be looking at the budgets to determine how to allocate the money.

Captain Palmieri also discusses the phone project. They are putting in a new phone system similar to the one in Town Hall. They will have to find another \$42,000.00 to run the fiber. They had some issues with AT&T, which dealt with a site review and the need to run a

fiber line from the Fire Department to the Police Department. The solution they worked out with their vendor is to use the existing Cox line right now, but will still need to work out the fiber issue. The phones should be up and running within the next month.

Captain Palmieri and Chairman Montague confirm that the Town Manager, Garry Brumback, would look at funding when the Board of Education pays the Town back for money lent to them which was linked to a grant. The Police Department may be able to use that money to get the funding for the projects they need before the end of the fiscal year.

Commissioner Pestillo inquires as to whether there is a maintenance contract on the Windows ME Operating System. Captain Palmieri confirms that there is a maintenance contract on the complete system but it did not include upgrades. The Department is now making sure they have a plan in place to make sure all upgrades are done when they need to be done. There will be a service contract including the upgrade with the new system. Updates are sent automatically with the new system.

Discussion regarding the IT plan, vehicle plans and other plans. This will include a virtual server design that will be presented to the Town Manager. The Department is starting to focus more on the technology plan(s).

**c) Budget Transfers**

Captain Palmieri confirms that \$12,000.00 was moved into Dispatch (\$10,000 to equipment maintenance and \$2,000 temporary seasonal). \$20,000.00 was moved into Other Professional Services (\$10,000 from regular wages and \$10,000 from tuition).

**d) Budget Update**

We (Chairman Montague, Chief Daly and Captain Palmieri) met with the Town Manager. Safety budget remained as is. Emergency Management budget remained as is. Animal Control budget remained as is and got a new vehicle. Central Dispatch budget was reduced because the Manager has removed the IT components from their budget. Equipment Maintenance was reduced \$33,575.00 out of Central Dispatch budget line. The Police Department budget Additional staff was removed. We agreed to transfer \$108,015.90 to the IT budget. New speed measuring devices were granted for \$1,600.00. Out of the \$108,015.90 the effective police lines were Equipment Maintenance \$10,676.00 taken out. Computer Maintenance was reduced to zero. Supplies, Repairs and Maintenance was reduced to zero out. Laptop Computers was reduced to zero. The Manager said at the end of the fiscal year he will try to give them the money to purchase the laptops for the vehicles. The current laptops are from 2005. Short discussion regarding how old laptops are discarded and/or used for parts.

The next step in the budget process is a meeting with the Board of Finance. Date to be determined.

The Department is still on track with over-time. Projecting an \$110,518.00 shortfall. Collectively as a Department they are doing a good job with managing over-time very well with

the initiatives that the Chief and Commission put in. There was a short discussion about over-time coding and other specifics.

**7. Parking Tag Review**

Parking Tag # 003992

Commissioner Pestillo made a motion to approve the Report as submitted by Lieutenant Baribault. Commissioner Verderame seconded. Motion passed unanimously on a voice vote.

**8. Operations Report by Captain DePalma**

Captain DePalma thanks the Commissioners for selecting him for the position of Captain. Captain DePalma notes that the Department has seven management positions opening up which is unprecedented at one time. His goal is to make sure that that transition goes as smooth as possible over the next month. He does not see any disruption to the services to the public. He is looking forward to it.

**9. New Business**

None.

**10. Old Business**

None.

**11. All other business deemed proper and appropriate to be brought before the Board at this time.**

Motion to enter into executive session was made by Commissioner Pestillo excluding the public and press for the purposes of personnel and contractual issues. Included in executive session were Captain Palmieri, and Captain DePalma. Commissioner Landino seconded. Motion passes unanimously on a voice vote.

Whereupon, The Commission went into executive session at 6:33 p.m.

**Executive Session**

The Southington Board of Police Commissioners entered executive session immediately following their regular meeting with the following in attendance in order to discuss personnel and contractual issues:

Chairman Richard Montague, PhD, Commissioner James Verderame, Sr., Commissioner Nicholas Depaola, Commissioner Steve Pestillo, Commissioner Nick Landino, Captain William Palmieri, Captain Lowell DePalma and John F. Daly, Chief of Police.

No motions were made or votes taken during executive session.

Commissioner Pestillo made a motion to return to public session. Commissioner Verderame seconded. Motion passed unanimously on a voice vote.

Executive session was adjourned at 7:20 p.m. and Open session was resumed.

### **Regular session**

Commissioner Pestillo made a motion to add Grievance 14-02 to the agenda. Commissioner Verderame seconded. Motion passed unanimously on a voice vote.

Commissioner Verderame made a motion to deny Grievance 14-02. Commissioner Landino seconded. Motion passed unanimously on a voice vote.

Commissioner Landino made a motion to appoint Supernumerary Police Officer Chad Michaud effective March 21, 2014. Commissioner Pestillo seconded. Motion passed unanimously on a voice.

Commissioner DePaola made a motion to promote Master Sergeant John Suski to Lieutenant effective February 13, 2014. Commissioner Verderame seconded. Motion passed unanimously on a voice vote.

Motion to enter into executive session was made by Commissioner DePaola excluding the public and press for the purposes of personnel and contractual issues. Included in executive session were Captain Palmieri, and Captain DePalma. Commissioner Landino seconded. Motion passes unanimously on a voice vote.

Whereupon, The Commission went into executive session at 7:22 p.m.

### **Executive Session**

The Southington Board of Police Commissioners entered executive session immediately following their regular meeting with the following in attendance in order to discuss personnel and contractual issues:

Chairman Richard Montague, PhD, Commissioner James Verderame, Sr., Commissioner Nicholas Depaola, Commissioner Steve Pestillo, Commissioner Nick Landino, Captain William Palmieri, Captain Lowell DePalma and John F. Daly, Chief of Police.

No motions were made or votes taken during executive session.

Commissioner DePaola made a motion to return to public session. Commissioner Landino seconded. Motion passed unanimously on a voice vote.

Executive session was adjourned at 7:55 p.m. and Open session was resumed.

## **Regular session**

Commissioner Verderame made a motion to promote Master Sergeant Stephen Elliott to Lieutenant effective February 13, 2014. Commissioner Landino seconded. Motion passed unanimously on a voice vote.

Motion to enter into executive session was made by Commissioner DePaola excluding the public and press for the purposes of personnel and contractual issues. Included in executive session were Captain Palmieri, and Captain DePalma. Commissioner Pestillo seconded. Motion passes unanimously on a voice vote.

Whereupon, The Commission went into executive session at 7:56 p.m.

## **Executive Session**

The Southington Board of Police Commissioners entered executive session immediately following their regular meeting with the following in attendance in order to discuss personnel and contractual issues:

Chairman Richard Montague, PhD, Commissioner James Verderame, Sr., Commissioner Nicholas Depaola, Commissioner Steve Pestillo, Commissioner Nick Landino, Captain William Palmieri, Captain Lowell DePalma and John F. Daly, Chief of Police.

No motions were made or votes taken during executive session.

Commissioner Landino made a motion to return to public session. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

Executive session was adjourned at 8:28 p.m. and Open session was resumed.

## **Regular session**

Commissioner Landino made a motion to add the Sergeant promotion to the agenda. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

Commissioner DePaola made a motion to promote Patrolman Tom Porter to Sergeant effective February 13, 2014. Commissioner Landino seconded. Motion passed unanimously on a voice vote.

Motion to enter into executive session was made by Commissioner Landino excluding the public and press for the purposes of personnel and contractual issues. Included in executive session were Captain Palmieri, and Captain DePalma. Commissioner Pestillo seconded. Motion passes unanimously on a voice vote.

Whereupon, The Commission went into executive session at 8:30 p.m.

## **Executive Session**

The Southington Board of Police Commissioners entered executive session immediately following their regular meeting with the following in attendance in order to discuss personnel and contractual issues:

Chairman Richard Montague, PhD, Commissioner James Verderame, Sr., Commissioner Nicholas DePaola, Commissioner Steve Pestillo, Commissioner Nick Landino, Captain William Palmieri, Captain Lowell DePalma and John F. Daly, Chief of Police.

No motions were made or votes taken during executive session.

Commissioner Landino made a motion to return to public session. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

Executive session was adjourned at 8:48 p.m. and Open session was resumed.

## **Regular session**

Commissioner DePaola made a motion to promote Patrolman Jason Plourde to Sergeant effective February 14, 2014. Commissioner Landino seconded. Motion passed unanimously on a voice vote.

Commissioner Pestillo made a motion to add the Acting Master Sergeant promotion to the agenda. Commissioner Landino seconded. Motion passed unanimously on a voice vote.

Commissioner Landino made a motion to promote Sergeant Frank Bavaro and Sergeant Keith Egan to Acting Master Sergeants effective February 14, 2014. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

Commissioner Verderame made a motion to adjourn the Board of Police Commissioners Meeting. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

Meeting was adjourned at 8:50 p.m.

Respectfully Submitted,



Jodi Lapreay  
Recording Secretary