

**BOARD OF POLICE COMMISSIONERS MEETING**  
**January 14, 2016 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 Verderame, Commissioner Pestillo, Commissioner Landino, Commissioner Kalkowski and John F. Daly, Chief of Police.

Administrative staff in attendance:  
William Palmieri, Administrative Captain  
Lowell DePalma, Operations Captain

**Richard Montague, PhD, Chair, presides:**

1. **Pledge of Allegiance.** The Pledge of Allegiance was recited by everyone in attendance.
2. **Approval of Minutes** from the previous regular meeting, December, 2015.

Commissioner Verderame made a motion to approve the minutes of the December 2015 meeting. Commissioner Pestillo seconded. Motion passed.

**3. Communications.**

**a. Communications from the Public**

Art Cyr of 103 Berlin Ave., Southington, CT acknowledged that the Police Department did a great job with their requests at the last Board of Finance meeting.

**b. Commissioner Communications**

None.

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

Chief Daly relayed the budget schedule:

- January 15, 2016, the Police Department will submit their budget to the Town Manager. Their time was extended because the Board of Police Commissioners meeting was January 14, 2016 and they needed to approve it before it was submitted.
- January 22, 2016, the Police Department will meet with the Town Manager to discuss their budget.

- February 18, 2016, the Town Manager will present his budget to the Board of Finance.
- March 7, 2016, the public hearing will take place for the Town and Board of Education budgets.
- April 4, 2016, the Town Council public hearing on the budget will take place.
- May 9, 2016, the Town Council needs to adopt a budget.

Chief Daly also relayed letters from the public commending the Department and certain officers.

Chief Daly also stated that he sent a letter of thanks to the Calvanese Foundation for their donation that covered the cost of the graphics wraps on the crime prevention trailer.

Saturday, January 16, 2016 is the annual Polar Plunge. Officer Burke has taken over that detail for Chief Daly.

The Police and Firemen's Ball will take place at the end of February.

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

Commissioner Verderame made a motion to approve the bills from December 2015 as submitted. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

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

### **a) Accreditation Program Update**

Captain Palmieri stated that they are still finishing up the proofing process for the General Orders. They are waiting for the confirmation of the initial assessment review date for Tier 1.

### **b) Hiring Process Update**

Captain Palmieri states that they currently have nine candidates left. Two are certified. The recommendations will be brought to the Board of Police Commissioners at the March 10<sup>th</sup> meeting. The written test for the Assistant Animal Control Officer position is January 23<sup>rd</sup>. At this point they have 60 applicants for that position.

### **c) Board of Finance Requests**

Captain Palmieri stated that they have submitted an appropriation of \$5,250.00 that was a donation from a resident purchase new computer equipment in Dispatch to go along with the new CAD and RMS system. They also transferred \$25,000.00 to the Building Maintenance budget line to cover some unanticipated costs.

### **d) CAD and RMS Project Update**

Captain Palmieri states that the vendor is still working on their intermittent connection problem. They are trying to do a program rebuild and hopefully that will be fixed shortly.

e) **Public Safety Radio System Project Update**

Captain Palmieri confirmed that the go live date for the radio system has been moved to January 29<sup>th</sup> due to some logistic issues.

**7. Parking Tags Review by Captain Palmieri**

a) **Parking Tag # 11381**

Commissioner Pestillo made a motion to approve the Parking Tag Report as submitted. Commissioner Kalkowski seconded. Motion passed unanimously on a voice vote.

b) **Parking Tag # 12541**

Commissioner Pestillo made a motion to approve the Parking Tag Report as submitted. Commissioner Kalkowski seconded. Motion passed unanimously on a voice vote.

c) **Parking Tag # 12540**

Commissioner Pestillo made a motion to approve the Parking Tag Report as submitted. Commissioner Kalkowski seconded. Motion passed unanimously on a voice vote.

**8. Operations Report by Captain DePalma**

a) **Holiday Plaza Patrols**

Captain DePalma stated that they wanted to have the officers spend some time in the downtown plazas and make themselves visible trying to deter shoplifting and other crimes. It was very well received by the businesses.

b) **Main Street Motor Vehicle Accident**

Captain DePalma relayed that the Hair Expo was damaged by a car running into it on December 7<sup>th</sup>. The car took off and was located at the library. The person was arrested.

c) **Commercial Metal Theft**

Captain DePalma stated that there had been a metal theft at Economy Spring. A former employee working there stole approximately \$170,000 worth of metal. The Detectives were able to make an arrest. Brief discussion about what is done to help the businesses figure out better ways to improve their security to prevent thefts like this.

d) **Stuff a Cruiser Event**

Captain DePalma relays the names of the people who participated in the Stuff a Cruiser this year. This was a great event and a lot of items were collected and given to Southington Community Services. It was a very successful event.

e) Rails to Trails

Captain DePalma states that there was an arrest made on the Linear Train on January 3<sup>rd</sup>. Two children were on the trail (ages 5 and 8) when an individual rode by on his bicycle exposing himself. The officers that responded did a lot of leg work and were able to find the individual and made the arrest.

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 Chief Daly, Captain DePalma and Captain Palmieri. Commissioner Kalkowski seconded. Motion passes unanimously on a voice vote.

Whereupon, The Commission went into Executive Session.

### **8. 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, Commissioner Landino, Commissioner Steven Pestillo, Commissioner Kalkowski, John F. Daly, Chief of Police, Captain Lowell DePalma and Captain William Palmieri.

No motions were made or votes taken during executive session.

Executive session was adjourned.

### **9. Regular session**

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

a) Discussion on Budgets for Fiscal Year 2016-2017

The Commission is requesting that the Department add another patrol officer in their new additions for fiscal year 2016-2017.

The original request was for a Master Sergeant, Sergeant and a Patrol Officer. The second Patrol Officer would be added since the Department has stayed the same size since 2008 while the Town continues to grow population-wise. The Department's calls for services are totally different than they were in 2008; they are a lot more detailed and they do a lot more services for the community, also the calls are more difficult in terms of investigations that consume more man hours. They are still being more conservative than the Federal benchmarks for law enforcement (actual figures are in the report presented to the Town Manager). The addition of a Patrol Officer would also have the potential to decrease the overtime expense. Chief Daly also notes that even with a new

officer it takes 9 months before the benefits are seen (due to training and police academy time). It is a long term investment.

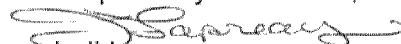
Chief Daly confirms that the Police Department budget request does not include salaries of non-union people as the Town Manager requested that those salaries be pulled out. Therefore, the Police Department budget does not reflect any raises for non-union personnel. Money will need to be set aside for non-union raises that will take place when the negotiations with the unions are completed. That money will be in the Town's budget under a separate budget line for salary increases for non-union personnel.

b) Budgets for Fiscal Year 2016-2017

- i) Commissioner Kalkowski made a motion to approve the Emergency Management Budget for Fiscal Year 2016-2017 as submitted for the amount of \$20,800.00. Commissioner Verderame seconded. Motion passed unanimously on a voice vote.
- ii) Commissioner Kalkowski made a motion to approve the Safety Program Budget for Fiscal Year 2016-2017 as submitted for the amount of \$66,720.00. Commissioner Landino seconded. Motion passed unanimously on a voice vote.
- iii) Commissioner Kalkowski made a motion to approve the Animal Control Budget for Fiscal Year 2016-2017 as submitted for the amount of \$198,572.00. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.
- iv) Commissioner Kalkowski made a motion to approve the Central Dispatch Budget for Fiscal Year 2016-2017 as submitted for the amount of \$783,754.00. Commissioner Landino seconded. Motion passed unanimously on a voice vote.
- v) Commissioner Kalkowski made a motion to approve the Police Department Budget for Fiscal Year 2016-2017 as submitted for the amount of \$7,572,089.00. Commissioner Pestillo seconded. Motion passed unanimously on a voice vote.

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

Respectfully Submitted,

  
Jodi Lapreay  
Recording Secretary