

**Minutes of Board of Police Commissioners Meeting
Held Tuesday, October 9, 2012
Staff Conference Room, Milford Police Headquarters**

Commissioner Jagoe called the meeting to order at 7:00 p.m.

1. Roll Call

Commissioners Present: Alberta Jagoe, Sam Bergami, Sharon Marrone, Jerold Wanosky, Carol Faruolo, Richard Smith.

Also Present: Chief Keith Mello, Deputy Chief Tracy Mooney, Marcia Krusewski
Alderman Phil Vetro (7:15 p.m.), John Carissimi

A quorum was present to conduct the business of the meeting.

2. Consideration of Appointments

a. Officer Daniel Hemperly was present to be sworn in as a Regular Officer following his one year probationary period. Commissioner Smith administered the oath of office and Officer Hemperly was congratulated by the Commissioners.

3. Citizens Comments - none

4. Approval of Minutes of Previous Meeting

It was moved by Commissioner Bergami to approve the minutes of the previous meeting and seconded by Commissioner Faruolo. Motion carried unanimously.

5. Reading of Correspondence: Chief Mello read the following correspondence:

A letter was received by the Officer Brian A. Aselton Memorial Scholarship Fund thanking our department's traffic assistance this year. Sgt. Walsh and Officers Demirjian and Localzo contributed to the success and safety of the 14th Annual Motorcycle Run.

6. a. Safe Driving Awards to Sgt. K. Walsh, Off. S. Knablin, Off. E. O'Keefe and Officer T. Wardowski. It was moved by Commissioner Bergami and seconded by Commissioner Marrone to award these Officers 8 hours of comp time due to their accumulation of 12,000 accident free miles.

b. Informational: Project Safe Neighborhoods Grant Award. Chief Mello explained that we have been awarded grant funding from the US Dept of Justice in the amount of \$30,901 to upgrade our surveillance van. Commissioner Bergami asked about the September 30th deadline and Chief Mello indicated that we brought the van to the vendor before the deadline for the upgrade work. It was

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moved by Commissioner Faruolo to accept this funding and seconded by Commissioner Marrone. Motion carried unanimously.

c. Donation of \$500.00 for a Police K9 from "Kids, Kicks for K9's" fundraising event sponsored by Milford J.K.A. Shotokan Karate School. This group held a fundraiser during the Milford United Soccer Club's opening day and raised the \$500 donation that they have presented to us. Their letter also thanked Officer Jeff Nielsen and Officer Pat Taylor and his K9 for their demonstrations. Moved by Commissioner Wanosky to accept this donation and seconded by Commissioner Faruolo. Motion carried unanimously.

d. Annual Police Auction Proceeds. Chief Mello explained that the annual Police Auction was held on September 22, 2012 and netted a total of \$1663.00. Chief Mello recommended put these proceeds into the Sick and Relief fund. Moved by Commissioner Bergami and seconded by Commissioner Faruolo to accept these funds and to give the Auctioneer a gift certificate for her services.

Motion was made by Commissioner Bergami to add **6.e. Block Watch Program** and **6.f. General Information**.

e. Block Watch Program

Mr. John Carissimi who is a member of the Wildemere Beach Association and alumni of the Citizens Academy had a presentation regarding creating new block watch programs. John has developed a user friendly program which includes pamphlets, flyers and instructions on how to implement a block watch program. His presentation detailed the directions on how to assist new groups with their neighborhood watch setup.

Mr. Carissimi talked about how hard it was to sustain a block watch organization and the fact that they could be the eyes and ears of the police department. People often have a lot of interest when it is first formed, but gradually over time people lose interest. He would work with our Crime Prevention Unit (Officer Nielsen) to keep people interested and informed. He felt that perhaps our COPPS unit would also help in the summer months with this.

Commissioner Jagoe thanked Mr. Carissimi for all of his hard work and dedication to this program. Chief Mello also thanked Mr. Carissimi for his time and volunteer hours. Chief Mello spoke about the demands of the public and that indeed block watches and volunteers can be our eyes and ears. With limited budgets their assistance is greatly appreciated. He mentioned the fact that Police do not prevent crime, but can suppress crime.

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Commissioner Smith asked about previous block watch programs. Chief Mello said that most are inactive tending to be active in the beginning but diminishing over time. Commissioner Smith commented that it would be a challenge to keep people motivated. Chief Mello said that his phrase "Shake Up the Can" is an indication of trying to re-engage people.

Chief Mello mentioned the fact that our Crime Prevention Unit has so much more work to do than 15 years ago and that people such as John are a great help to this Unit.

Motion was made to support this Crime Watch Program by Commissioner Faruolo and seconded by Commissioner Bergami. Motion passed unanimously.

f. General Information

Chief Mello discussed the fact that he and his staff are working on next year's budget and wanted the Commissioners to know that their input would be taken into consideration. He will be presenting the budget at the next Commission meeting. One of his priorities would be to maintain the same level of service noting that the cost of everything has increased. He spoke about the mandated video systems that are now required by law in our interrogation rooms. We have one that is currently funded and will be asking for funding for 2 more. He will be seeking more funding for our overtime accounts. A discussion about other departments overtime budgets such as West Haven (1.3 mil) and East Haven (900,000) and that some of these towns are smaller than Milford. Commissioner Faruolo asked how much our overtime budget was. Chief Mello said that we spent around 650-700,000 last year. He will also seek to reinstate the 2 positions that we lost. He indicated that our Records Room is only open part time now due to loss of personnel.

Also, Chief Mello said that he will seek to reinstate our replacement vehicle program. At one time we were funded for 12 police cars and now we are down to 6.

The Chief also would like to have all civilian Dispatchers, especially since we are now moving to combined Fire and Police Dispatch. We cannot have Police Officers dispatching fire calls. Having more support staff will move more officers to the streets where they are needed.

Chief Mello asked the Commissioners for any suggestions or input they may have on the budget.

Commissioner Wanosky asked about getting police department fees sent directly back to the Police Department. Chief Mello agreed and said that he would be looking into that.

Commissioner Smith asked about overtime and the relationship to the number of Officers we have. Chief Mello replied that some towns have minimum staffing requirements; Milford's contract requires that we hire back 60% of all vacancies. In summer, we need full staff, in winter we can cut back a bit. Our flexibility is based on the number of vacancies. Vacancies are hired back at time and one half. To pay for the

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increased overtime we must take it from our wage account. New Officers take about 10 months to be actually working and during that time we still need to fill those vacancies.

This summer we had a lot of added demands for overtime. Chief Mello said that he would do a breakdown of the overtime accounts for the Commissioners for the next meeting. Recently we have had a lot of burglaries and special events that have proven to be very expensive. It all costs money and overtime.

7. Report on Planning and Zoning Requests

- a. United Presbyterian Church – 109 Seaside Ave. – Parking Lot Expansion
It was moved by Commissioner Faruolo and seconded by Commissioner Wanosky to approve the findings of the Traffic Study regarding this submission. Motion carried unanimously.
Regarding this issue Commissioner Faruolo said that after she had signed off on this submission, she received a letter from the Minister of the Church. It seems that the Church needs this additional parking for meetings such as AA that occur there. They have just found out that paving this small area of 6-9 spaces will cost about \$80,000 as opposed to about \$15,000 for a gravel type driveway. Chief Mello said that this would really be a P&Z issue as our Traffic Study recommended a paved driveway. After discussion it was decided to pass this letter on with the traffic study to the Planning and Zoning Commission and let them decide on this issue.
- b. 4-lot Subdivision – 835 & 849 Milford Point Road.
It was moved by Commissioner Bergami and seconded by Commissioner Wanosky to approve the findings of the Traffic Study regarding this submission. Motion carried unanimously.

8. Acceptance of Reports

- a. Uniform Crime Report
- b. Special Investigations Unit Report
- c. Crime Prevention Services Report
- d. Traffic Division & Licensing Unit Report

Commissioner Jagoe noted that the items a, b, c, and d were included in the Commissioners packets.

It was moved by Commissioner Wanosky and seconded by Commissioner Marrone to accept the reports as presented. Motion carried unanimously.

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9. Unfinished Business - Golf Cart Ordinance

Commissioner Wanosky made the motion to reopen the tabled item on the Golf Cart Ordinance. It was seconded by Commissioner Bergami. Motion carried.

A discussion of the Golf Cart Ordinance followed. Chief Mello said the change in the wording of the language should be "On any road 25 mph or less". Commissioner Jagoe asked if there was a motion to approve the ordinance. There was none. Commissioner Smith said that he was looking at other towns that had such ordinances and he was checking with CCM. He felt that he needed to still get more information from some other towns. Chief Mello also indicated that we needed some more information also from other sources. A motion was made to table this item by Commissioner Wanosky and seconded by Commissioner Marrone. Motion carried.

10. New Business – none

11. Commendations – none

12. Executive Session

Consideration of the report of Chief of Police on matters concerning the Appointment, Employment, Performance, Evaluation, Health, or Dismissal of Department Employees.

It was moved by Commissioner Bergami and seconded by Commissioner Wanosky to adjourn to Executive Session at 7:50 p.m. for the following matters:

- a. Final probationary review for Officer Daniel Hemperly retroactive to 9/28/12.
- b. 3rd quarter probationary review for Officer John Ballard.
- c. Consideration of the performance of 3 Officers.

All Commissioners present, Chief Mello and Deputy Chief Mooney remained in Executive Session.

The meeting reconvened in public session at 8:20 p.m.

It was moved by Commissioner Bergami and seconded by Commissioner Faruolo to support Chief Mello's discipline. Motion carried unanimously.

It was moved by Commissioner Wanosky and seconded by Commissioner Bergami to adjourn at 8:30 p.m. Motion carried unanimously.

Respectfully Submitted:

Marcia Krusewski
