

**Old Saybrook Police Commission
and the
Old Saybrook Police Commission Organizational Structure and Personnel Staffing Subcommittee
Special Joint Meeting
July 30, 2018
MINUTES**

A special meeting of the Old Saybrook Police Commission and the Old Saybrook Police Commission Organizational Structure and Personnel Staffing Subcommittee was held on Monday, July 30, 2018 at the Old Saybrook Town Hall.

Present: Chairman Moran, Vice Chairman Von Dassel, Secretary Shippee, Commissioner Reid, Glowski and Keeney. Chief Spera, Lieutenant DePerry, David Perrotti and Michael Paradis were present from the Department of Police Services.

I. Call to Order/Pledge of Allegiance

Chairman Moran called the meeting to order at 6:00 PM and led those in attendance with the Pledge of Allegiance.

II. Procedural Review by the Chairman and First Selectman

Chief Spera opened the meeting stating that the First Selectman couldn't be here tonight but that they had spoken earlier today regarding tonight's Special Joint meeting between the Police Commission and subcommittee. He stated that hopefully we can facilitate this process and move everything forward tonight. He reviewed the meeting schedule stating that the first part of agenda is specifically for subcommittee to approve the RFP/RFQ document and pass it along to the Police Commission to then hopefully approve it and pass it along to Board of Selectmen.

III. Public Comment

There were no comments from the Public.

IV. Comments from Labor Representatives

The following item is for the Subcommittee only:

Police Union President David Perrotti stated that the Union met last week and that everyone is on board the only thing members stated was that if the company does speak to individual employees they want everything to remain anonymous.

Dispatcher Union President Michael Paradis stated that everyone in his Union understand the scope of the document as it is much more clear cut this time. He stated that his members also had a request about confidentiality. If everything remains anonymous people will be honest.

Chief Spera stated that the non-union employees want to make sure that if the Town is going to spend this money that something is actually going to be down with the study. Chief Spera added that many of the non-union employees pay taxes here in Town.

V. Discussion and Possible Action to Approve the DRAFT Organizational Structure and Staffing Study RFP and to forward the Document to the Police Commission for Approval.

Chief Spera made a motion that the subcommittee approves the draft RFP/RFQ document and forward it to the Police Commission for action and approve.

Commissioner Glowski seconded the motion.

The motion to approve the draft RFP/RFQ document and forward it to the Police Commission passed with a vote of 9 in favor and 0 against.

The following item is for the Police Commission only:

VI. Discussion and Possible Action to Approve the DRAFT Organizational Structure and Staffing Study RFP as Recommended by the Subcommittee and to forward the Document to the Board of Selectman to be finalized and advertised.

Vice Chairman Von Dassel made a motion to accept the report of the subcommittee and recommend the RFP to the Board of Selectmen for their review and approval, and to recommend to the Board of Selectmen that they 1. Establish a method of answering vendor questions prior to the submission deadline, 2. Establish a time table for the RFP process, 3. Determine how and where the RFP will be publicly advertised and address any other technical or procedural issues of the RFP process. Commissioner Glowski seconded the motion.

Commissioner Keeney asked if the subcommittee is terminated once the RFP/RFQ was passed on.

Chief Spera stated no the subcommittee will interview and make recommendations to the Police Commission who will then make recommendations to the Board of Selectmen. Nothing disbands until everything is done and finished.

Commissioner Keeney stated that the reason why he asked is that he wanted to make sure the unions and non-union employees were represented and that there was less back and forth in the process.

Commission Glowski asked if Chief Spera can email out the final draft with the correct dates when they are solidified.

Chief Spera stated yes.

The motion passed with a vote of 6 in favor and 0 against and 0 abstain.

VII. Public Comment

There were no comments from the Public.

VIII. Adjournment

Commissioner Keeney made a motion to adjourn. Vice Chairman Von Dassel seconded the motion. The motion to adjourn passed with a vote of 6 in favor and 0 against.

The meeting adjourned at 6:14 PM.

The next regular Police Commission meeting is scheduled for August 27, 2018 at 7:00 PM in the first floor conference room at the Old Saybrook Town Hall.

Respectfully submitted by:

Jennifer D'Amato
Records Clerk for the Old Saybrook Police Commission