

Old Saybrook Police Commission
Regular Meeting
February 28, 2022
MINUTES

A regular hybrid meeting of the Old Saybrook Police Commission was held on Monday, February 28, 2022. The meeting was recorded and can be viewed in its entirety at <https://youtu.be/1uOEvRbcjr4>

Present: Chairman Wilcox, Vice Chairman Shippee, Secretary Notar-Francesco, Commissioners Calle, Manning, Maselli and Von Dassel. Chief Spera and Master Sergeant DeMarco were present from the Department of Police Services.

I. Call to Order / Pledge of Allegiance (0:05)

Chairman Wilcox called the meeting to order at 7:00 PM and led those in attendance with the Pledge of Allegiance.

Chairman Wilcox advised that there would be an amendment to the agenda. He stated that items VI-IX concerning the by-law proposals will not be voted on tonight but that they possibly will be discussed.

Secretary Notar-Francesco made a motion to amend agenda items VI-IX as they will not be voted on tonight. Commissioner Maselli seconded the motion. The motion to amend agenda items VI-IX passed with a vote of 7 in favor, 0 against and 0 abstaining.

II. Comments from the Public (1:42)

Tom Stevenson commented.

Frank Keeney commented.

Keith Margotta commented.

III. Discussion and Possible Action on the Meeting Minutes for:

a. January 24, 2022 (6:22)

Secretary Notar-Francesco made a motion to approve the January 24, 2022 Meeting Minutes. Commissioner Manning seconded the motion.

Chairman Wilcox stated that on Page 4, paragraph 7, the minutes state "*Chairman Wilcox met with First Selectman Fortuna and he stated that the Town would pay \$5,000.00*" and it should be "*that the Town would pay up to \$5,000.00.*"

The motion to accept the January 24, 2022 Meeting Minutes passed with a vote of 7 in favor, 0 against and 0 abstaining.

IV. Executive Reports (7:33)

a. FY 23 Operating Budget - Update (7:39)

Chief Spera advised the Commission that the Board of Selectmen has removed retirement contributions from all department budgets and put them under the municipal budget. This led to a decrease in the Police Department budget by \$192,570.00 for Field Services and \$43,266.00 for Support Services. The Health Insurance numbers also came back lower than anticipated. The budget now is -.24 % (or - \$12,501) lower than last year.

The first public hearing on the budget will be held tomorrow (March 1, 2022) at 6:30 PM at the Old Saybrook Middle School.

b. FY 22 Operating Budget (12:48)

The Commission had no questions regarding the FY 22 Operating Budget.

c. Off Budget Accounts (13:16)

The Commission discussed how the Off Budget Accounts are presented and how they would like to view them moving forward.

d. Personnel Matters (18:42)

Patrolman Milardo will be returning from maternity leave tomorrow (March 1, 2022) and Patrolman Dwyer is expected to be on his own in a couple of weeks.

e. Accreditation – Possible New Legislation (19:10)

The Chief discussed possible new legislation that he had previously emailed around to the Commission members.

f. Pending Facility Insurance Claims – Update (21:44)

The Commission was updated regarding the boiler system replacement at the Police Department.

The Commission was advised of a new insurance claim regarding the doors in the facility.

g. New Town Grant Policy – Briefing (24:28)

The Commission was advised that the Board of Finance has adopted a new grant policy. The policy previously stated that the Police Commission could authorize a one-off grant but now the Police Commission along with the Board of Selectmen and Board of Finance have to authorize it.

V. Discussion and Possible Action to Direct the Chief of Police to Implement a Monthly Police Commission Workshop Series Concerning Department Operations. (27:54)

Chief Spera presented his proposal for Police Commission Workshops to the Commission.

He proposed the following workshops to be presented by OSPD personnel.

Information Technology

Emergency Communications and Records Department
Patrol
Professional Standards
Youth Services
Detective Unit
Accident Reconstruction
Emergency Services (Marine Patrol, EMS first responder, ATV patrol)
Supervision
Administration

The Commission discussed the proposal.

Secretary Notar-Francesco made a motion to approve the Chief developing a monthly workshop series to present to the Police Commission and implement it starting at the April 2022 meeting, remaining flexible with agenda item schedules. Vice Chairman Shippee seconded the motion. The motion to approve the Chief developing a monthly workshop series passed with a vote of 7 in favor, 0 against and 0 abstaining.

VI. Discussion and Possible Action on the “Complaints Made to Commissioners” By-Law Proposal. (47:40)

The Commission and Chief Spera discussed the “Complaints Made to Commissioners” By-Law Proposal.

VII. Discussion and Possible Action on the “Police Commission Correspondence” By-Law Proposal. (52:25)

There was no discussion on the “Police Commission Correspondence” By-Law Proposal.

VIII. Discussion and Possible Action on the “Responsibilities of Commissioners as to Inquiries” By-Law Proposal (52:25)

There was no discussion on the “Responsibilities of Commissioners as to Inquiries” By-Law Proposal.

IX. Discussion and Possible Action on the “Public Comment” By-Law Proposal. (52:50)

The Commission and Chief Spera discussed the “Public Comment” By-Law Proposal.

The Police Commission took a brief recess.

8:02 PM recess

8:05 PM resumed

X. Update on Attorney Opinion on Police Commission Authority. (1:02:38)

Chairman Wilcox read page 7 the “Conclusion” from the Berchem Moses Police Commission Opinion letter written by Attorney Christopher Hodgson.

The Commission and Chief Spera discussed Mr. Hodgson's opinion on Police Commission authority.

XI. Correspondence (1:13:24)

The latest correspondence was passed around to the Commission.

XII. Update on Police Commission Email Addresses. (1:17:56)

Chairman Wilcox stated that the email addresses are live. The Commission discussed adding an automatic reply letting people know the accounts are not monitored 24/7 and in case of an emergency to contact 911.

XIII. Discussion Concerning Progress Toward Annual Evaluations of the Chief of Police. (1:19:49)

The Commission discussed the progress toward annual evaluations of the Chief of Police.

XIV. Presentation of the Ratified Dispatcher Union Contract. (1:21:19)

Chief Spera presented each Commissioner a copy of the ratified dispatcher union contract just prior to the start of the meeting. The Commission decided that should they have any questions after they review it they will discuss at the next meeting.

XV. Traffic Planning Briefing (1:21:50)

Chief Spera presented the following traffic planning briefings.

a. Max's Place / Big Y Foods (1:23:59)

Big Y is looking to add a gas station to the Max's Place Plaza.

b. Benny's Plaza – Traffic Study Required (1:23:59)

A developer is looking to redevelop the Benny's Plaza, adding a separate restaurant and more.

c. No Parking Signs – River Street (1:22:45)

The Town has requested "No Parking Signs" on the corner of River Street and RT 1 where Saybrook Ford currently parks cars.

XVI. Comments from the Public (1:27:46)

Mr. Looney commented.

Keith Margotta commented.

XVII. Comments from the Chief of Police (1:33:09)

The Chief had no comments.

XVIII. Comments from Police Commissioners (1:33:18)

Secretary Notar-Francesco commented.

Chairman Wilcox commented.

Commissioner Maselli commented.

XIX. Adjournment (1:41:35)

Commissioner Manning made a motion to adjourn. The motion to adjourn was seconded by Secretary Notar-Francesco. The motion to adjourn passed with a vote of 7 in favor and 0 opposed, 0 abstaining.

The meeting adjourned at 8:45 PM.

Respectfully submitted by:

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