

**Old Saybrook Police Commission**  
Regular Meeting  
August 22, 2022  
MINUTES

A regular hybrid meeting of the Old Saybrook Police Commission was held on Monday, August 22, 2022. The meeting was recorded and can be viewed in its entirety at <https://youtu.be/l9pceBx0yV0>

**Present:** Chairman Wilcox, Vice Chairman Shippee, Secretary Notar-Francesco, Commissioners Manning and Von Dassel. **Absent:** Commissioners Calle and Maselli. Chief Spera and Captain DePerry were present in person from the Department of Police Services.

**I. Call to Order / Pledge of Allegiance (0:22)**

Chairman Wilcox called the meeting to order at 7:01 PM and led those in attendance with the Pledge of Allegiance.

**II. Request by Chief Spera for a Moment of Silence in Honor of Honorary Police Officer Sean MacDonnell (0:49)**

A moment of silence was observed for Honorary Police Officer Sean MacDonnell.

**III. Comments from the Public (1:21)**

Keith Margotta commented.

**IV. Discussion and Possible Action on the Meeting Minutes for:**  
**a. July 25, 2022 Regular Meeting (4:55)**

**Secretary Notar-Francesco made a motion to approve the July 25, 2022 Regular Meeting Minutes. Vice Chairman Shippee seconded the motion.**

Chairman Wilcox asked if the statistics on page 2 was 93% and 93%. Chief Spera stated that he thought it was 90% and 93%.

Vice Chairman Shippee stated that on Page 3, under Agenda VI it should read "*Chairman Wilcox stated that the Police Department has a budget over \$5 million dollars and it is worth spending one tenth of 1 percent.*"

**The motion to approve the July 25, 2022 Regular Meeting Minutes as amended passed with a vote of 5 in favor (Wilcox/Shippee/Notar-Francesco/Manning/Von Dassel) 0 opposed and 0 abstaining.**

**V. Executive Reports (6:34)**  
**a. FY 22 Operating Budget (6:40)**

Chief Spera stated that the end of year balances from the Town's accounting system were included in the Commission packets.

\$114,385.16 was returned to the Town.

**b. FY 23 Operating Budget (9:20)**

Chief Spera reminded the Commission that the Town has not entered into a fuel contract as of yet.

**c. Off Budget Accounts (9:53)**

Chief Spera advised the Commission that the payment for the license plate readers has been taken out of the Police Admin and Driver's Safety Fund as previously discussed with the Commission.

**d. Personnel Matters (10:34)**

**i. Separation Agreement / Resignation of Mr. Tyler Schulz (10:34)**

Chief Spera stated that the Commission has received copies of both public documents regarding Mr. Tyler Schulz's separation agreement / resignation.

**ii. Status of Members (11:33)**

Chief Spera updated the Commission regarding the status of members. Twenty-two (22) out of the twenty-five (25) full time positions are currently filled. The Department is seeking another canine handler. There has been interest within the agency and hopefully that position will be filled soon.

Custodian Patrick Hanley is still out on extended sick leave. He is doing much better and the Department will be happy to have him back when he is ready.

**iii. Public Safety Dispatcher Hiring Process (12:11)**

The Dispatcher hiring process should come to an end tomorrow (8/23/2022) after interviews are completed.

**iv. Police Officer Hiring Process**

No discussion was had.

**e. Fleet Update (14:00)**

Chief Spera advised the Commission that the Department sold one more car, but unfortunately the person who won the auction has backed out, so the car has been put back online. A couple more cars will be put online soon.

**f. Professional Development Update (15:16)**

Chief Spera stated that Patrolman Aresco attended and passed DARE school. He is now a certified DARE officer who will teach over at the Middle School.

Patrolman DeFrance completed the second phase of the accident reconstruction course and will be fully certified after completing the third and final phase.

**g. Activity Report (16:16)**

Chief Spera spoke about the activity report that the Commission received. The Commission discussed the activity report.

**h. Bicycle Patrol (23:32)**

Sergeant Hardy spoke about his experience with the bike patrol this summer.

**VI. Commission Workshop – Middlesex County Superior Court Operations as Presented by Middlesex County State’s Attorney Michael Gailor. (31:25)**

Middlesex County’s State’s Attorney Michael Gailor spoke to the Commission regarding the judicial system and how nollies and dismissals work up at court.

**VII. Report of Discussion Between the Chair and Berchem Moses Concerning By-Laws. (1:10:00)**

Chairman Wilcox updated the Commission stating that he has met with John Berchem, Chris Hodgson and First Selectman Fortuna. He had hoped for more progress to report, but he feels that there can be changes to the by-laws that all will be happy with.

**VIII. Correspondence (1:11:12)**

There was no correspondence received.

**IX. Comments from the Public (1:11:40)**

Mr. Looney commented.

Keith Margotta commented.

**X. Discussion and Possible Action to Enter into Executive Session for the Purposes of Interviewing for the Position of Patrolman Trainee (1:15:23)**

Secretary Notar-Francesco made a motion to enter into Executive Session inviting Chief Spera and Captain DePerry to participate. Commissioner Manning seconded the motion. The motion to enter into Executive Session inviting Chief Spera and Captain DePerry to join passed with a vote of 5 in favor (Wilcox/Shippee/Notar-Francesco/Manning/Von Dassel) 0 opposed and 0 abstaining.

**The Commission entered into Executive Session at 8:17PM**

**Zachary Capron entered Executive Session at 8:35 PM.**

**Zachary Capron exited Executive Session at 8:57 PM.**

**The Commission exited Executive Session to resume public session at 9:05 PM**

**XI. Discussion and Possible Action to Make an Appointment to the Position of Patrolman Trainee (1:16:05)**

Commissioner Von Dassel made a motion to hire Zachary Capron as a Patrolman Trainee following the successful competition of the remaining elements in the hiring process at a date to be determined by the Chief. Secretary Notar-Francesco seconded the motion. The motion to hire Zachary Capron passed with a vote of 5 in favor (Wilcox/Shippee/Notar-Francesco/Manning/Von Dassel) 0 opposed and 0 abstaining.

**XII. Comments from the Chief of Police (1:16:51)**

The Chief advised the Commission that tomorrow (8/23/2022) the Department will be hosting the annual back to school supply event. The Department partners with Youth & Family Services, Walmart and Staples for this event.

He stated that on Wednesday (8/24/2022) the Department will be hosting its final summer BBQ from noon to 1 PM.

He advised the Commission that last week the Department hosted a BBQ at Park and Rec and played dodge ball with the camp kids.

**XIII. Comments from Police Commissioners (1:19:18)**

Secretary Notar-Francesco had a question for the Chief regarding where the money comes from for the cookouts.

**XIV. Adjournment (1:19:58)**

Secretary Notar-Francesco made a motion to adjourn. The motion to adjourn was seconded by Commissioner Manning. The motion to adjourn passed with a vote of 5 in favor (Wilcox/Shippee/Notar-Francesco/Manning/Von Dassel) and 0 opposed, 0 abstaining.

The meeting adjourned at 9:09 PM.

Respectfully submitted by:

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