

Old Saybrook Police Commission
Regular Meeting
October 24, 2022
MINUTES

A regular hybrid meeting of the Old Saybrook Police Commission was held on Monday, October 24, 2022. The meeting was recorded and can be viewed in its entirety at <https://youtu.be/bFIFNVBf6po>

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

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

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

II. Request by Chief Spera for a Moment of Silence in Honor of Bristol Police Lieutenant Dustin DeMonte and Sergeant Alex Hamzy (0:50)

A moment of silence was observed in honor of Lieutenant Dustin DeMonte and Alex Hamzy. Chief Spera commended Officer Alec Iurato's actions and Chief Gould's leadership during this dark time.

III. Comments from the Public (2:23)

Frank Keeney commented.

IV. Discussion and Possible Action on the Meeting Minutes for: (3:50)

a. September 19, 2022 Special Meeting (3:50)

Secretary Notar-Francesco made a motion to approve the September 19, 2022 Special Meeting Minutes. Commissioner Von Dassel seconded the motion. The motion to approve the September 19, 2022 Special Meeting Minutes passed with a vote of 5 in favor (Shippee/Notar-Francesco/Calle/Maselli/Von Dassel), 0 opposed and 1 abstention (Wilcox).

V. Executive Reports (4:17)

a. FY 23 Operating Budget (4:23)

The Commission discussed the FY23 Operating Budget.

b. FY 24 Budget Process (7:13)

Chief Spera advised the Commission that Town Hall asked Commissions to finalize budgets in late December/early January. The Commission should expect the draft budget mid to late December as usual for an early January approval.

Chief Spera advised the Commission that the Town has told the Police Department to budget for a 2.5% wage increase for all non-union employees and a 10% increase for health insurance.

c. Off Budget Accounts (6:03)

The Chief reviewed the Off Budget account spreadsheets that were included in the Commission packets.

d. Personnel Matters (13:02)

i. Employee Discipline (13:08)

Chief Spera advised the Commission that a Police Officer was issued a written reprimand for a violation of Section Six of the Old Saybrook Department of Police Services System of Directives and Professional Standards entitled "Committing Unsafe Acts or Endangering Self or Others." The discipline was accepted without grievance by the employee.

Commissioner Maselli asked if there were any pending grievances.

Chief Spera advised the Commission that there are no current grievances.

He advised the Commission that custodian Pat Hanley still out on paid sick leave and that he will hopefully will be back in December.

He also stated that there is a new MOU that has been recently reached with the Union with respect to the Patrol Sergeant process. The new MOU will allow any Officer who has at least 3 years on as a Police Officer with at least 1 year of those years as an Old Saybrook Police Officer to apply to be a Patrol Sergeant. Chief Spera commended the new Union Leadership Team stating that this agreement was reached without any lawyers etc.

e. Fleet Update (18:20)

The Chief stated that he has two (2) accidents to report.

One is \$14,000 in damage in which we were at fault.

The second was a minor accident in which a car was sideswiped by an intoxicated driver who was later arrested.

Chief updated the Commission regarding the old PD vehicles by stating that he is currently soliciting bids from companies to buy the whole lot of vehicles, refurbish them and re-sell to other Police Departments.

The Commission discussed junking one of the cars that does not have an engine. They were in agreeance on getting rid of it. Vice Chairman Shippee stated that there is a company that will come take the car and repurpose the stuff within it. She will send the information to Chief Spera to explore that option.

Commissioner Calle requested that the Commission think about keeping one or more of the cars and making them dedicated SRO cars. The Chief stated the he likes the idea but would like to keep them

with no increase cost to the tax payer. The Chief and the Commission discussed this idea and decided to add it to the November agenda.

f. Professional Development Update (26:29)

Chief Spera stated that this past week Captain DePerry, Master Sergeant DeMarco, Sergeant Walsh, Sergeant Hardy, Detective First Class Williams and Patrolman Milardo attended the Police Officers Association of Connecticut Police Summit at Foxwoods Resort Casino.

Chief Spera stated that he recently hosted a Leadership Team Meeting regarding training on the new risk protection order. He stated this will increase work load but that he will be working with NexGen to create a new time status to determine how much more time this is now taking.

Chief Spera advised the Commission about the following:

Patrolman O'Connell is done with field training, waiting for her EMS certification to be road ready.

Connor Egan is at the Police Academy.

Wyatt Novak has finished all his in house training and he is now currently working on his comparative certifications.

g. Activity Report (30:33)

Chief Spera stated that the Police Department recently assisted the Garden Club with the Big Dig.

He advised the Commission that the Police Department is participating in Old Saybrook Chamber's Scarecrow Fest. He also asked the Commission to please vote for the Police Department Scarecrow by texting "SCARECROW17" to 877-940-3266.

VI. Commission Workshop – Narcotic Detection K-9 Program (36:16)

Detective First Class Williams presented K-9 Skye and the narcotic detection K-9 Program to the Commission.

VII. Presentation and Discussion on the new Public Comment Conduct and Procedure By-Laws Proposal (1:10:04)

Chairman Wilcox stated that he has been in discussions with Jon Berchum and he has received the revised new proposed by-laws.

He stated that he is looking for the Commission to take action on these at the next meeting.

Chairman Wilcox read the new proposed by-law. (The DRAFT proposed by-law has been attached)

VIII. Presentation and Discussion on the new Police Commission Correspondence By-Law Proposal. (1:23:35)

Chairman Wilcox read the new proposed by-law. (The DRAFT proposed by-law has been attached)

The Commission discussed when they will be voting on the new by-laws and decided that at the next meeting they will possibly present them and take action to forward them to the December meeting.

IX. Presentation and discussion on the new Responsibilities of Commissions By-Law Proposal

Chairman Wilcox read the new proposed by-law. (The DRAFT proposed by-law has been attached)

The Commission discussed when they will be voting on the new by-laws and decided that at the next meeting they will possibly present them and take action to forward them to the December meeting.

X. Discussion Concerning Meeting Start time for the 2023 Calendar Year (1:38:11)

Chairman Wilcox stated that he wanted to poll the Commission at Commissioner Calle's request to see if a 6:30pm start time would work moving forward. The Commission discussed changing the start time. No change was made but Chairman Wilcox asked everyone to think about it.

XI. Discussion Concerning Chief Spera's Goals for Himself for the 2023 Calendar Year (1:39:28)

Secretary Notar-Francesco stated that she asked Chairman Wilcox to add this item to the agenda and then realized that Chief normally presents his goals during the budget process. She asked if Chief Spera will be presenting his goals during the 23-24 budget process.

Chief Spera said he that will be if the Chairman allows him to present the budget this year.

The Chief stated that setting goals is nothing new. He has been doing it since 2009 and that his goals the past couple of years went along with the pillars of Policing. He also asked the Commissioner's to please reach out to him individually if they had any goal ideas for him.

XII. Annual Report from the Chairman (1:44:47)

Chairman Wilcox stated that he had drafted a report he intended to present, but after watching the funeral on Friday for Lieutenant DeMonte and Sergeant Hamzy, he wanted to pause.

He requested a motion to table the agenda item until November but stated that he will only read one brief part of it tonight.

Chairman Wilcox read, "It is important that you (the Town of Old Saybrook) know this: my confidence has only grown that Chief Spera works hard, every day and all day to make our department be as effective as it can be in serving our community and as safe as it can be for the women and men who serve in our Department."

Vice Chairman Shippee made a motion to table the annual report from the Chairman until November. Secretary Notar-Francesco seconded the motion. The motion to table the agenda item passed with a

vote of 6 in favor (Wilcox/Shippee/Notar-Francesco/Calle/Maselli/Von Dassel), 0 opposed and 0 abstaining.

XIII. Correspondence (1:46:31)

There was no correspondence.

XIV. Comments from the Public (1:46:49)

There were no comments from the public.

XV. Comments from the Chief of Police (1:47:00)

Chief Spera commented.

XVI. Comments from Police Commissioners (1:49:29)

Commissioner Maselli commented.

Commissioner Calle commented.

Secretary Notar-Francesco commented.

Commissioner Von Dassel commented.

Vice Chairman Shippee commented.

Chairman Wilcox commented.

XVII. Adjournment (1:56:29)

Secretary Notar-Francesco made a motion to adjourn. Commissioner Calle seconded the motion. The motion to adjourn passed with a vote of 6 in favor (Wilcox/Shippee/Notar-Francesco/Calle/Maselli/Von Dassel), 0 opposed and 0 abstaining.

The meeting adjourned at 8:56 PM.

Respectfully submitted by:

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

DRAFT

Public Comment Conduct and Procedure

The Police Commission may permit any individual or group to address the Commission concerning any subject that lies within its jurisdiction, except as noted below, during a portion(s) of the Commission's regular or special meetings so designated on the agenda for such purpose.

1. Three (3) minutes may be allotted to each speaker and a maximum of thirty (30) minutes total to the public comment period. The Commission may modify these limitations at the beginning of a meeting if the number of persons wishing to speak makes it advisable to do so.
2. A Police Commission member shall be appointed by the Chairperson prior to the meeting to act as timekeeper for the meeting, if deemed necessary by the Chairperson.
3. No disruptive conduct shall be permitted at any Police Commission meeting. Persistence in disruptive conduct shall be ground for removal of the disruptive individual(s) from the meeting room by order of the Chairperson or if appropriate the Chairperson may order the meeting room cleared and continue the meeting in executive session, provided duly accredited representatives of the media who are in the attendance shall be permitted to attend the executive session, unless they were participating in the disturbance.
4. The Commission encourages speakers not to make offensive statements or to engage in personal attacks against individuals. To the extent speakers wish to complain about a Police Department employee in Public Comment, the Commission requests that speakers refrain from identifying individual employees by name, rank, badge number, or any other specific reference that tends to identify the employee
5. At no time will the Police Commission permit public comment or engage in discussion during public comment portion of a meeting concerning an active investigation or an arrest awaiting adjudication.

DRAFT

Police Commission Correspondence

Correspondence addressed to one or more commissioners, or to “the Commission” or “Commissioners,” may be initially addressed to them at Town Hall, at the Department of Police Services building, or to one or more individual commissioners at their email or Post Office address. If addressed to them at the Police Services building, the Department shall promptly notify the addressee(s) that mail awaits them and may be picked up at the dispatch window. Mail addressed to “Commissioners” or “The Commission” shall be treated as though it were addressed to each of the Commissioners.

No matter how received, the recipient shall cause a copy to be circulated to the full Commission. If the contents of the correspondence relates to Police personnel, or suggests the existence of a threat to public safety, personnel or property of the Department, the Chief of Police shall also be notified of the correspondence.

DRAFT

Responsibilities of Commissioners

Commissioners should strive to keep themselves informed as to all matters within their purview pursuant to state law and the Town Charter.

Commissioners may be called to act in a quasi-judicial capacity but may not serve in such a capacity if she or he demonstrates either actual bias against the officer in question or prejudgment of the issue in question. Commissioners are advised to remember that there are usually two or more sides to any issue, and that they should keep an open mind as to any issue until they have heard from all interested parties in any proceeding.