

Old Saybrook Police Commission
Regular Meeting
November 23, 2020
MINUTES

A regular meeting of the Old Saybrook Police Commission was held on Monday, November 23, 2020 via ZOOM. The meeting was recorded and can be viewed in its entirety at <https://www.youtube.com/watch?v=4fk6sU7B978>

Present: Chairman Keeney, Vice Chairman Reid, Secretary Maselli, Commissioners Von Dassel, Quish, Shippee and Wilcox. Chief Spera and Captain DePerry was present from the Department of Police Services.

I. Call to Order/Pledge of Allegiance

Chairman Keeney called the meeting to order at 6:16 PM. He then led those in attendance with the Pledge of Allegiance.

Chief Spera asked for a moment of silence to honor Town Treasurer Robert Fish who recently passed away.

II. Discussion, and Possible Action Concerning Meeting Minutes

a. Regular Meeting – September 28, 2020

It was mentioned that the meeting minutes being discussed were not September 28, 2020 but October 26th. The agenda had the incorrect date.

Secretary Maselli made a motion to approve the October 26, 2020 regular meeting minutes. Commissioner Quish seconded the motion.

The motion to accept the October 26, 2020 with the above additions passed with a vote of 7 in favor, 0 against and 0 abstaining.

III. Presentation – Daigle Law Group, LLC

a. Eric P. Daigle, Esq. – Consulting Services – Operational Policy

Chief Spera introduced Eric Daigle

Mr. Daigle spoke about his consulting services and what his firm does to help Police Department's regarding policies.

The Commission asked Mr. Daigle some questions about how he will be assisting the Old Saybrook Police Department.

IV. Comments from the Public

Secretary Maselli read the rules of public comments which are in the Police Commission by-laws.

Public Comment was given by Chloe Carlson.

Public Comment was given by Laura Gray.

Public Comment was given by Keith Margotta.

Public Comment was given by Linda Mahal.

Public Comment was given by Mark Hand.

V. Executive Reports

a. Financial

i. FY 21 Status

Chief Spera stated that he is concerned with the legal services line item as it is already surpassed \$10,000.

b. Administrative

i. Police Operations Briefing

a. Fleet Replacement Program

There is no new news to report regarding the Fleet Replacement Program.

b. COVID-19

Testing will be 7 days a week down at Saybrook Point.

2. Executive Report

a. Employee Status Report

COVID positive employee is better and back working.

b. Hiring / Promotional Processes – Update

3 candidates have advanced to the next round.

Five officers have received the patrol sergeant study guide to hopefully test in February.

c. Labor Matters – Update

Union voted on contract currently awaiting signatures.

d. Police Accountability Legislation – Update

Chief Spera updated the Commission on the latest legislation.

e. Executive Goals – Update

Chief Spera reviewed his Executive Goals with the Commission.

3. Correspondence

VI. Discussion and Possible Action Concerning Resolutions Concerning Citizen Complaints and Correspondence.

Chairman Keeney read a letter that First Selectman Fortuna addressed to the Commission regarding correspondence.

Commissioner Wilcox made a motion to adopt a resolution dealing with the two issues of mail and citizen complaints as follows:

Mail: all mail addressed to one or more members of the police commission whether at Police Department address, the town hall address or otherwise shall be immediately forwarded to such member or members at their home address. Mail addressed to the “Police Commission” or Chairperson shall be forwarded to said chairperson who shall make a determination whether the correspondence relates to the Commission as a body and if so shall be responsible for forwarding a copy of such correspondence to each member of the Commission.

Citizen Complaints: Every citizen has a right under the constitution of Connecticut to submit a complaint about the Old Saybrook Police Department to the Old Saybrook Police Commission. The Commission requests that any such citizen’s complaint be submitted in writing to the Chairperson of the Commission who will be responsible for promptly informing all other members of the Commission thereof and agenda the complaint either for the next regular meeting of the Commission or for a special meeting if the circumstance appear to warrant a more immediate consideration.

Commissioner Shippee seconded the motion.

The commission discussed Commissioner Wilcox’s motion.

The motion to adopt a resolution dealing with the two issues of mail and citizen complaints drafted by Commissioner Wilcox did not pass with a vote of 2 in favor (Commissioners Shippee and Wicox) and 5 against (Chairman Keeney, Vice Chairman Reid, Secretary Maselli, Commissioners Von Dassel and Quish) and 0 abstaining.

VII. Discussion and Possible Action Concerning a New Commission By-Law Concerning Police Commission Correspondence.

Secretary Maselli read the proposed new Commission By-Law Concerning Police Commission Correspondence.

The Police Commission and/or individual Police Commissioners occasionally receive mail and/or other correspondence (electronic or otherwise) addressed to the Police Department. The Police Commission and/or individual Police Commissioners may also have such correspondence forwarded to the Police Department.

When such correspondence that is addressed to the "Police Commission," the "Commission", "Commissioners" or in any other manner that reasonably implies that the intended receiver of the communication is the Police Commission, is received by whatever means by the Police Department the following procedures shall be followed:

1. The Commission Clerk shall notify the Chairman of the receipt of the correspondence.
2. The Chairman shall cause the correspondence to be opened and reviewed in a timely manner.
3. If the communication relates to a personnel matter, the Chairman shall forward said Communication to the Chief of Police for proper processing in accordance with Old Saybrook Police Services General Order 4.6 and shall notify Commissioners of the general nature of the correspondence. The Chief of Police shall cause the sender to be advised that the correspondence was received in accordance with Department General Order 4.6.
4. If the communication relates to a non-personnel matter, the Chairman shall cause the communication to be shared with the Commission at the next Regular Meeting of the Commission.

When correspondence addressed to an individual Police Commissioner is received by whatever means at the Police Department the following procedures shall be followed:

1. If it is received at the Police Department, the Commission Clerk shall notify the individual Police Commissioner of the receipt of the correspondence.
2. The individual Police Commissioner shall cause the correspondence to be opened and reviewed in a timely manner.
3. If the communication relates to a personnel matter, the Police Commission shall forward said communication to the Chief of Police for proper processing in accordance with Department General Order 4.6. The Chief of Police shall cause the sender to be advised that the correspondence was received in accordance with Department General Order 4.6. The Commissioner who received the correspondence shall notify the other Commissioners of the general nature of the correspondence.
4. If the communication relates to a non-personnel matter, the Police Commission Member shall present the communication to the Commission Clerk who shall cause the Communication to be shared with the Commission at the next Regular Meeting of the Commission.

Investigation of Personnel-Related Matters

Since Police Commissioners may be asked to service on a decision-making capacity with respect to personnel-related decisions involving members of the Police Department, Commissioners shall not conduct individual investigations into personnel-related complaints. When concerns are brought to a Commissioner's attention regarding Department employees, the Commission should direct such concerns to the Chief of Police.

Commissioner Von Dassel made a motion to approve the proposed by-law as read by Secretary Maselli. Commissioner Quish seconded the motion. The motion to approve the proposed by-laws as read by Secretary Maselli passed with a vote of 5 in favor (Chairman Keeney, Vice Chairman Reid, Secretary Maselli, Commissioners Von Dassel and Quish) and 2 against (Commissioners Wilcox & Shippee) and 0 abstaining.

VIII. Comments from the Chief of Police

Chief Spera offered his condolences to Chairman Keeney and his family on the loss of his brother.

He thanked First Selectman Fortuna for his letter.

He reminded the public to lock their cars.

IX. Comments from Commissioners

Vice Chairman Reid commented.

Commissioner Von Dassel commented.

Commissioner Shippee commented.

Secretary Maselli commented.

Commissioner Quish commented.

Chairman Keeney commented.

The Commission discussed the possibility of having a Special Meeting in early December. Possibly the 14th or 21st instead of the regular scheduled meeting for December 28th.

X. Adjournment

Vice Chairman Reid made a motion to adjourn. Commissioner Quish seconded the motion. The motion to adjourn passed with a vote of 7 in favor and 0 opposed, 0 abstaining.

The meeting adjourned at 8:52 PM.

Respectfully submitted by:

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