

# Town of Monroe



BOARD OF  
POLICE COMMISSIONERS  
7 Fan Hill Road  
Monroe, Connecticut 06468-1800  
Phone: (203) 261-3622  
Fax: (203) 261-4769

## BOARD OF POLICE COMMISSIONERS Monroe, Connecticut

### Regular Meeting

### Minutes

February 18, 2015

The Monroe Board of Police Commissioners held a Regular Meeting on February 18, 2015, at 7:30 p.m. in the Training Room of the Monroe Police Department.

Present: Chairman Ronald Villani  
Commissioner Gary Scrofani  
Commissioner Ed Deak  
Commissioner James Bresnahan  
Commissioner Bernie Sippin

Also Present: Chief John L. Salvatore

### ROLL CALL

*Chairman Villani* opened the meeting at 7:30 p.m.

### MOTION TO SUSPEND THE REGULAR MEETING

**Motion:** E. Deak

MOTION TO SUSPEND the Regular Meeting at 7:30 p.m. until all *Board* members were seated.

**Second:** G. Scrofani

Discussion: None.

**Motion Passed: 4-0**

### MOTION TO REOPEN THE REGULAR MEETING

**Motion:** E. Deak

MOTION TO REOPEN the Regular Meeting at 7:35 p.m.

**Second:** G. Scrofani

Discussion: None.

**Motion Passed: 5-0**

## **PLEDGE OF ALLEGIANCE**

## **APPROVAL OF MINUTES**

The minutes of the January 14, 2015 Special Meeting and the January 21, 2015 Regular Meeting were approved by *unanimous consent*.

## **PUBLIC PARTICIPATION**

There was no Public Participation this evening.

## **CORRESPONDENCE**

Neither *Chief Salvatore* nor *Chairman Villani* had correspondence to discuss with the *Board* this evening.

## **CHIEF'S REPORT**

***Staffing:*** *Commissioner Bresnahan* asked whether *Officer Amanda Sears* was on short-term disability. *Chief Salvatore* stated that she was, as this was not a work-related injury.

*Chief Salvatore* reported that *Officer Marissa Diaz* will be out at least into April. She is also on short-term disability.

***Activities and Program Measures:*** *Commissioner Sippin* asked where the two commercial burglaries were in Town. *Chief Salvatore* stated that one was at the WMNR tower site and one was at Monroe Car Wash. The one at the WMNR tower site was actually a larceny, not a burglary.

***Training:*** *Chairman Villani* asked whether all officers are trained in handling domestic/family violence cases. *Chief Salvatore* stated that all officers are required to be trained in this area. They attend classes during Basic Police Academy training and also must attend a refresher course during recertification. Roll call training also covers this topic frequently, including any law changes.

*Chief Salvatore* advised the *Board* that on March 14, 2015, beginning at Jockey Hollow School, Monroe teachers are sponsoring a Pi 5K road race in the memory of a math teacher who passed away several years ago. The *Captain* has been working with them to coordinate the event.

## **COMMISSIONER'S FORUM**

*Chairman Villani* commented about the blowing and drifting snow this past weekend on Route 111 in front of Whitney Farms and asked whether snow fences should be installed and who would be responsible for installing them. *Chief Salvatore* stated that he was not aware of any complaints being made or requirements for snow fence installation but would look into it.

## **BUDGET**

### A. Fiscal Year 2014-2015.

*Chief Salvatore* stated there are no major concerns at this time.

### B. Fiscal Year 2015-2016 Draft Proposal.

*Chief Salvatore* stated that the *First Selectman* made another 20 percent reduction in the Overtime Account of the *Department's* budget proposal *after* the workshop meeting on January 21, 2015. The actual additional reductions were \$50,000 to the Overtime Account and \$2,850 to the Operating Expense Account and bring the *Department's* proposal to a 5.4 percent increase over last fiscal year. *Chief Salvatore* stated that he will be sending an email to the Chairman of the Board of Finance in this regard.

## **OLD BUSINESS**

There was no Old Business to discuss this evening.

## **NEW BUSINESS**

There was no New Business to discuss this evening.

*Chief Salvatore* stated that he will email the *Board* the flyer regarding the Plunge in the Park event coming up in March, which benefits Special Olympics.

## **EXECUTIVE SESSION**

### **MOTION TO GO INTO EXECUTIVE SESSION**

**Motion:** E. Deak

MOTION TO GO INTO EXECUTIVE SESSION to discuss the Current Employee Contract at 8:08 p.m.

**Second:** G. Scrofani

**Discussion:** None.

**Motion Passed: 5-0**

At this time, the *Board* entered into Executive Session. Executive Session ended at 8:37 p.m., and the Regular Meeting continued.

**ADJOURNMENT**

There being no further business to discuss, the Regular Meeting was adjourned by *unanimous consent* at 8:38 p.m.

Respectfully submitted,

*Sandra A. Stochmal*

Sandra A. Stochmal, Recording Secretary  
Board of Police Commissioners

/sas  
Attachment

**TOWN OF MONROE  
POLICE DEPARTMENT  
OFFICE OF THE  
CHIEF OF POLICE**

**TO:** Board of Police Commissioners  
**FROM:** Chief John L. Salvatore  
**SUBJECT:** January Monthly Report  
**DATE:** February 18, 2015

**ACTIVITIES AND PROGRAM MEASURES:**

In January the Detective Division received 25 cases from Patrol and initiated another seven investigations. Four cases were cleared by arrest, and 12 were closed by other means (civil matter, restitution, considered inactive, assist other jurisdiction, etc.). Nine arrest warrant applications were submitted to court, and seven warrants were served; three FTA (Failure to Appear) or Violation of Probation warrants were served by Detectives. Three search and seizure warrants were issued and executed during the month. Eleven pistol permits were initiated and one other background inquiry was conducted. One Ex-Parte Order was processed for the month.

Seven residential and two commercial burglaries were reported during January. One residential burglary was cleared by arrest.

The Youth Unit received two juvenile cases from Patrol and generated two other investigations. Four cases were closed, with two referrals to Juvenile Court, one to Juvenile Detention, no youths given appearances at Bridgeport Superior Court G.A. #2, no referrals to DCF (Department of Children and Families), no referrals to other service agencies and three youthful offender matters processed within the Department. Five general investigative cases were cleared by the Youth Detective. The Youth Detective did not participate in any MDT (multi-disciplinary team) interviews (juvenile sexual assault victims) and did not attend any MDT meetings at the Center for Family Justice in Bridgeport. The Youth Detective did participate in one community program. No tours of the police facility for youth organizations were conducted.

The Patrol Division logged 12 individual criminal charges during January. Patrol officers issued 96 motor vehicle infractions, 133 written warnings, 16 misdemeanor motor vehicle summonses (e.g. suspended operator's license and no insurance coverage), made three DUI arrests and issued one parking ticket.

Patrol Division officers responded to six Domestic/Family Violence incidents January, with one arrest.

Prisoner Watch: Personnel performed 34.25 hours of prisoner watch for the month.

### COMPUTER FORENSICS:

#### External Agency Examinations:

- Assist DEA with examination of multiple cell phones and computers concerning a narcotics investigation. *Status:* In process.

#### Internal (MPD) Examinations:

- Examine one cell phone concerning narcotics investigation. *Status:* In process.
- Examine one cell phone concerning ICAC investigation. *Status:* Completed.
- Examine numerous computers and digital media concerning ICAC investigation. *Status:* In process.

### TRAFFIC SAFETY:

Patrol Division officers were assigned to 88 Directed Traffic Details in response to citizen concerns and identified problem locations and offenses.

### MONTHLY STATISTICS REPORT OF CALLS FOR SERVICE AND ACTIVITY:

**Update will be presented at meeting.**

### PROJECTS:

The workload assessment/DDACTS resource allocation project continues however, the department is awaiting completion of the Greater Bridgeport Regional Council GIS project.

### COMMUNITY SERVICES:

Lieutenant Brian McCauley participated in the TEDD TV prevention program for high school students presented by St. Vincent's Medical Center on November 13<sup>th</sup>.

The Department Prescription Drug Drop Box has been placed in the Department lobby. The Monroe Clergy Association has reimbursed the Department for the cost of the box. A formal ceremony/announcement with members of ADAM and the clergy association will take place in the near future.

Department technicians performed two child safety seat installation/inspections in January.

### TRAINING:

On January 12<sup>th</sup> - 16<sup>th</sup> Detective Matthew Muccioli attended **Basic Interview and Interrogation Techniques** at the CT Police Academy in Meriden.

On January 21<sup>st</sup> – 23<sup>rd</sup> Detective Matthew Muccioli attended **Basic Crime Scene Processing** at the CT Police Academy in Meriden.

On January 20<sup>th</sup> Lieutenant Rosalie Stuart attended **Leadership in Response to Domestic Violence Crimes** at the CT Police Academy in Meriden.

On January 20<sup>th</sup> Sergeant Peter Howard attended **Law Enforcement Peer Support Program** training at Norwalk Community College. The training was presented by Behavioral Health Associates, providers of Employee Assistance Programs (EAP) for many municipalities and departments, including the Monroe Police Department.

On January 27<sup>th</sup> – 28<sup>th</sup> Officer Todd Keeping was scheduled to attend **ARIDE (Advanced Roadside Impaired Driver Enforcement)** training at the CT Police Academy. Due to snow, the training was re-scheduled to February 4<sup>th</sup> – 5<sup>th</sup>.

On January 26<sup>th</sup> – 27<sup>th</sup> Dispatchers Teresa D'Alessandro and Ian Lawson attended **Simulation Based Dispatcher Training** at Fairfield Police Department and presented by BowMac. A snowstorm interrupted the training and the second day will be re-scheduled.

Roll Call Training concerned (1) **Tips for First Responders**; (2) **Dealing With Different Conditions and Disabilities of Citizens**; and (3) **Emergency Events and People With Autism: Information for First Responders**.

Annual week-long Recertification Training at Western Connecticut State University began in January and will be held again in February. All Monroe officers due for re-certification this year have been or will be scheduled for this instruction.

Members of the Southwest Regional Emergency Response Team (SWRERT) conducted monthly training with the regional team.

Officer Christopher Silkman attended monthly Dive Rescue Team training as a member of the Trumbull Police Dive Team. This month's instruction concerned cold weather and ice rescue diving and it was held at Katz Pond in Trumbull.

The K-9 team continued regular monthly training to maintain skills and certification of the handler and canine Gunner.

### **STAFFING:**

Officer Marissa Diaz has been out on non-duty related illness since December 17th.

Officer Amanda Sears has been out of work on non-duty related medical leave since September 4<sup>th</sup>. She required surgery on September 8<sup>th</sup> and remains on disability. She is not expected to return to regular duties until March of 2015.

New trainee Matthew Cunningham is continuing with the Basic Police Academy training program.

**EVENTS OF INTEREST:**

Officer John McAulay and K-9 Murphy completed training and have begun patrolling as a police work-dog team on the midnight shift. A brief “swearing-in ceremony” for K-9 Murphy was held in the Department Training Room on Monday, February 9<sup>th</sup>.