

# Town of Monroe



BOARD OF  
POLICE COMMISSIONERS  
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## BOARD OF POLICE COMMISSIONERS Monroe, Connecticut

### Regular Meeting Minutes June 17, 2015

The Monroe Board of Police Commissioners held a Regular Meeting on June 17, 2015, at 7:30 p.m. in the Training Room of the Monroe Police Department.

Present: Chairman Ronald Villani  
Commissioner Gary Scrofani  
Commissioner Edward Deak  
Commissioner James Bresnahan

Also Present: Chief John L. Salvatore  
Captain Michael Flick

### ROLL CALL

*Chairman Villani* opened the meeting at 7:30 p.m. and noted that all *Board* members were present this evening.

### PLEDGE OF ALLEGIANCE

### APPROVAL OF MINUTES

The minutes of the May 20, 2015 Regular Meeting and May 27, 2015 Special Meeting were approved by *unanimous consent*.

## **PUBLIC PARTICIPATION**

There was no Public Participation this evening.

## **CORRESPONDENCE**

*Chief Salvatore* was in receipt of a letter, dated May 15, 2015, from the Assistant Principal at Masuk High School thanking *Sergeant Peter Howard* for his assistance and support during the school's 2015 Pre-Prom Assembly and Mock Crash program.

## **CHIEF'S REPORT**

***Activities and Program Measures, Community Services:*** *Chairman Villani* asked about the Strategic Planning Committee. *Chief Salvatore* stated that besides *Command Staff*, one detective and one sergeant have indicated their interest in being on this Committee. The *Chief* felt this would be an opportunity to update the *Department's* Mission Statement and values. Goals would be presented to the *Board*. The first meeting of the Committee will be scheduled shortly.

***Events of Interest:*** *Chairman Villani* asked how many boats are run on Lake Zoar for patrol. *Chief Salvatore* stated that there are two boats driven by Lake Zoar Authority personnel, although both boats are not necessarily used at the same time. There are four towns that border the lake. Monroe officers who work this patrol have State Boating Certificates, and some have previous marine experience.

## **COMMISSIONER'S FORUM**

*Commissioner Scrofani* asked about the recent local bear sitings and how Monroe officers are trained to handle a situation involving a bear. *Chief Salvatore* stated that officers are trained to stay away and not interfere with the animal as much as possible. The Animal Control Officer advises the Department of Energy and Environmental Protection of all bear sitings in Town.

*Commissioner Scrofani* also asked whether an additional sign could be posted on Route 111 advising of the upcoming Stevenson Dam closing. *Captain Flick* stated that he will be attending a meeting with the Department of Transportation next week, and this issue will be brought up to them. *Chairman Villani* reported that a resident on Route 110 has offered his driveway to the *Police Department* during this closure for traffic detail. *Chief Salvatore* also responded to an email from this resident and has spoken with the *Patrol Commander* regarding this matter.

*Commissioner Deak* asked about the status of the *Department of Transportation* project to repair and expand the bridge on Route 111 between Monroe Elementary School and the post office. *Captain Flick* reported that this project is still scheduled for the spring of 2016, with the road remaining open during the project

*Commissioner Deak* asked how many officers will be taking the promotional examinations in July. *Chief Salvatore* stated that four sergeants will be taking the Lieutenant exam and ten officers will be taking the Sergeant exam.

## **BUDGET**

### A. Fiscal Year 2014-2015.

*Chief Salvatore* stated there are no major concerns at this time. The Finance Department sent out an email with “drop dead” dates for the submission of end-of-the-year purchase order requests and close-outs. Final *Department* purchases are being reviewed and submitted.

## **OLD BUSINESS**

### A. Discussion Regarding STEAP Grant Status.

*Chairman Villani* reported to the *Board* that he had attended a meeting earlier this month, at the request of J.P. Sredzinski, on the STEAP Grant. In order to complete the application, a final Certificate of Occupancy (“CO”) needed to be issued. After the conclusion of the meeting, the CO was issued two days later, and the *Finance Director* can send the final paperwork to the State.

## **NEW BUSINESS**

There was no New Business to discuss this evening.

## **ADJOURNMENT**

There being no further business to discuss, the Regular Meeting was adjourned by *unanimous consent* at 8:01 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:** May Monthly Report  
**DATE:** June 17, 2015

**ACTIVITIES AND PROGRAM MEASURES:**

In May the Detective Division received 27 cases from Patrol and initiated another four investigations. Seven cases were cleared by arrest, and seven were closed by other means (civil matter, restitution, considered inactive, assist other jurisdiction, etc.). Five arrest warrant applications were submitted to court, and seven warrants were served; no 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. Nine pistol permit applications were initiated, and three other background inquiries were conducted. Two Ex-Parte Orders were processed for the month.

Two residential burglaries were reported to police during May. One robbery investigation initiated over a month earlier was closed by arrest in May.

The Youth Unit received three juvenile cases from Patrol and generated eight other investigations. Seven cases were closed, with no individuals arraigned in Superior Court, five referrals to Juvenile Court, one to Juvenile Detention, one referral to DCF (Department of Children and Families), no referrals to other service agencies and three youthful offender matters processed within the Department. 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. One tour of the police facility for a youth organization was conducted.

The Patrol Division logged 27 criminal charges during May. Patrol officers issued 231 motor vehicle infractions, 194 written warnings, 22 misdemeanor motor vehicle summonses (e.g. suspended operator's license and no insurance coverage), made 12 DUI arrests and issued three parking tickets.

Patrol Division officers responded to 16 Domestic/Family Violence incidents in May, with three arrests.

Prisoner Watch: Personnel performed 24.5 hours of prisoner watch for the month.

### COMPUTER FORENSICS:

#### External Agency Examinations:

- Assist DEA with examination of multiple devices concerning a narcotics investigation. *Status:* Completed.
- Assist Fairfield PD with examination of one cell phone. *Status:* In evidence.
- Participation on CT Financial Crimes Task Force with examination of four computers. *Status:* Completed.

#### Internal (MPD) Examinations:

- Examine one cell phone concerning a larceny investigation. *Status:* Completed.

### TRAFFIC SAFETY:

Patrol Division officers were assigned to 148 Directed Traffic Details in response to citizen concerns and identified problem locations and offenses and also participated in statewide highway safety initiatives.

### 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 still is awaiting completion of the Greater Bridgeport Regional Council GIS project.

### COMMUNITY SERVICES:

A committee is being formed to update the Department's strategic plan for the next approximate five year period.

Department technicians performed no child safety seat installations/inspections in May.

### TRAINING:

On May 4, Dispatcher Mark Babson completed **Emergency Medical Dispatch Recertification** course.

On May 4 – 7, Chief Salvatore attended the **Fairfield County Chiefs of Police Association's POSTC Recertification** training.

On May 14, Detective Michael Chaves attended **Financial Crimes Investigator/Public & Private Partnerships** training.

On May 11 – 15, Detective Helio Ramalhete attended **Intermediate Crime Scene Processing**.

On May 19, Officers Mark Doyle and Karen O'Donnell, with Park Ranger David Solek, attended **Boating Laws Update/Vessel Theft Investigations**.

On May 21, Officer Nicole Buckley attended training and received certification as a **Child Safety Seat Technician**.

On May 22, Officer Amanda Sears attended **Crisis Intervention Strategies for Youth**.

During five days in May, a total of 17 officers attended the deadly force/firearms simulation (Virtra System) training at the Milford Police Academy.

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

The Department canine teams participated in their monthly training with other teams in the region.

Officer Christopher Silkman attended monthly Dive Rescue Team training as a member of the Trumbull Police Dive Team.

### **STAFFING:**

Three patrol officers are on extended disability leave for non-duty related medical causes.

Newly hired candidates Paul Mastrony and Joshua Paille begin the basic training academy in Meriden on July 3<sup>rd</sup>.

### **EVENTS OF INTEREST:**

The written promotional examinations for Lieutenant and Sergeant are scheduled for July 14<sup>th</sup>.

The annual National Night Out is the evening of August 4<sup>th</sup> at Wolfe Park.

The Lake Zoar Patrol began on Memorial Day Weekend. Officers of the four towns comprising the Lake Zoar Authority (LZA) man the boat(s) operated by LZA drivers on a rotating basis to enforce boating laws and ensure safe recreational activities on the lake.