

Town of Monroe



BOARD OF
POLICE COMMISSIONERS
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BOARD OF POLICE COMMISSIONERS Monroe, Connecticut

Regular Meeting Minutes November 18, 2015

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

Present: Chairman Ronald Villani
Commissioner Gary Scrofani
Commissioner James Bresnahan

Absent: Commissioner Edward Deak

Also Present: Chief John L. Salvatore
Captain Michael Flick

ROLL CALL

Chairman Villani opened the meeting at 7:32 p.m. and noted that all *Board* members were present this evening, except for *Commissioner Deak*, who had a prior commitment.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

The minutes of the October 21, 2015 Special and Regular Meetings were approved by *unanimous consent*.

PUBLIC PARTICIPATION

Town Council Member Ray Knapp was present for his final meeting as liaison for the *Board*. There was no other Public Participation this evening.

CORRESPONDENCE

Chief Salvatore was in receipt of a letter from the Save our Stepney Task Force, dated October 30, 2015, requesting the closure of Pepper Street for their annual holiday tree lighting event. This item will be addressed under New Business.

Chief Salvatore also was in receipt of a letter dated October 21, 2015, from the Branford Police Department's Detective Division expressing appreciation for the assistance of *Detective Michael Chaves* during a Larceny, 1st Degree case.

Chief Salvatore had received a letter Reverend Kurt Huber of St. Peter's Episcopal Church, dated October 26, 2015, on behalf of the Monroe Clergy Association regarding the termination of the Pastor's Purse initiative due to the determination that there were people apparently abusing the program. The remaining gift cards were turned over to the Monroe Social Services Department for use at the Food Pantry.

Chief Salvatore also had received a letter from Chief MacNamara of the Fairfield Police Department in appreciation for the help received during their recent school violence threat incident. *Detective Jeffrey Marcel* was sent to Fairfield that day to assist.

Chief Salvatore also was in receipt of a letter from *Captain Michael Flick*, dated October 28, 2015, expressing his intent to retire on January 11, 2016. This item will be addressed under New Business.

CHIEF'S REPORT

Staffing: *Commissioner Bresnahan* asked about the status of potential police officer candidate Michael Phillips, whom the *Board* interviewed last month. *Chief Salvatore* reported that he had Mr. Phillips come in for an additional interview, which went well, and advised the *Board* that with their consent, he would like to offer him the position. There were no objections.

Chairman Villani reported that he recently was interviewed as a reference for one of the applicants for the vacant dispatcher position and complimented *Detective Jeffrey Marcel*, who conducted the interview, stating that he was very professional, straightforward and thorough.

Event of Interest: There was discussion regarding the frequency of cases involving emotionally handicapped children. There also was some discussion regarding the cell-phone "pinging" process.

COMMISSIONER'S FORUM

Commissioner Bresnahan asked about the remaining funds from the Four Freedoms Project. *Chief Salvatore* stated that no additional funds have been used and assured the *Board* that he would advise them whenever funds were expended from the remaining balance of donations collected for this initiative.

BUDGET

A. Fiscal Year 2015-2016.

Chief Salvatore stated that there are no major concerns at this time. As previously reported, the Overtime Account is being impacted by the staffing shortage and on-going training.

OLD BUSINESS

There was no Old Business to conduct this evening.

NEW BUSINESS

A. Motion to Accept the Retirement of Captain Michael Flick.

MOTION TO ACCEPT THE RETIREMENT OF CAPTAIN MICHAEL FLICK

Motion: G. Scrofani

MOTION TO ACCEPT the Retirement of Captain Michael Flick, effective January 11, 2016, with gratitude and appreciation for his 30 years of dedicated service to the Town of Monroe.

Second: J. Bresnahan

Discussion: The *Board* asked him if he was sure this was something he wanted to do and stated that he would be missed.

Motion Passed: 3-0

B. Motion to Approve the Closing of Pepper Street for the Save Our Stepney Task Force Holiday Tree Lighting.

MOTION TO APPROVE THE CLOSING OF PEPPER STREET FOR THE SAVE OUR STEPNEY TASK FORCE HOLIDAY TREE LIGHTING

Motion: G. Scrofani

MOTION TO APPROVE the Closing of Pepper Street between Route 25 and Green Street on December 5, 2015 from 4 p.m. to 10 p.m. for the Save Our Stepney Holiday Tree Lighting.

Second: J. Bresnahan

Discussion: There was a lengthy discussion regarding the traffic pattern on this portion of Pepper Street entering Route 25 not related to this particular event.

Motion Passed: 3-0

C. Discussion Regarding Town's Strategic Planning Committee.

Chairman Villani reported that he had received an email on October 27, 2015, inviting him to attend and participate at a meeting of the newly formed Town's Strategic Planning Committee on November 5, 2015, and to provide a list of significant projects for the Police Department. He had advised the Committee that he was unable to attend the meeting and that nothing would be submitted to them as final until after review and approval by the *Board*. After discussion with the *Chief*, and in the spirit of cooperation, he did provide the Committee with a draft list he and the *Chief* had put together. He distributed this draft list to the *Board* this evening for their review and suggestions. *Chief Salvatore* advised that he had also shared this draft list with the *Department's Strategic Planning Committee*. *Chairman Villani* has not been advised of a date for the Town Committee's next meeting.

D. Motion to Approve the 2016 Meeting Calendar.

MOTION TO APPROVE THE 2016 MEETING CALENDAR

Motion: J. Bresnahan

MOTION TO APPROVE the 2016 Meeting Calendar of the Monroe Board of Police Commissioners as follows: January 20, February 17, March 16, April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16 and December 14, 2016 and January 18, 2017. Meetings will be held in the Police Department Training Room at 7:30 p.m.

Second: G. Scrofani

Discussion: All meetings are on the third Wednesday of the month, except for the December meeting, which has been moved to the second Wednesday of the month because of the Christmas holiday.

Motion Passed: 3-0

EXECUTIVE SESSION

MOTION TO GO INTO EXECUTIVE SESSION

Motion: G. Scrofani

MOTION TO GO INTO EXECUTIVE SESSION at 8:37 p.m. to discuss personnel matters and to Invite the Chief and Captain.

Second: J. Bresnahan

Discussion: None.

Motion Passed: 3-0

At this time, the *Board* went into Executive Session. Executive Session ended at 9 p.m., and the Regular Meeting continued.

ADJOURNMENT

There being no further business to discuss, the Regular Meeting was adjourned by *unanimous consent* at 9:01 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: October Monthly Report
DATE: November 18, 2015

ACTIVITIES AND PROGRAM MEASURES:

In October the Detective Division received 36 cases from Patrol and initiated another 16 investigations. Six cases were cleared by arrest, and 15 were closed by other means (civil matter, restitution, considered inactive, assist other jurisdiction, etc.). Nine arrest warrant applications were submitted to court, and six warrants were served; six FTA (Failure to Appear) or Violation of Probation warrants were served by Detectives. One search and seizure warrant was issued and executed during the month. Twelve pistol permits were initiated and one other background inquiry was conducted. Four Ex-Parte Orders were processed for the month.

The Youth Unit received two juvenile cases from Patrol and generated another five investigations.

The Patrol Division logged 23 individual criminal charges during October. Patrol officers issued 138 motor vehicle infractions, 105 written warnings, 19 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 five Domestic/Family Violence incidents October, resulting in two arrests.

Prisoner Watch: Personnel performed 5.25 hours of prisoner watch for the month.

COMPUTER FORENSICS:

External Agency Examinations:

- Assist DEA with examination of three cell phones concerning narcotics/murder/weapons investigation. *Status:* Complete.
- Assist Bethel Police with examination of seven cell phones concerning a child pornography investigation (ICAC). *Status:* Completed.
- Assist Bethel Police with examination of four cell phones concerning a child pornography (ICAC) investigation. *Status:* Completed.

- Assist Bridgeport Police with examination of three cell phones concerning a murder investigation. *Status:* Complete.
- Assist Bridgeport Police with examination of one cell phone concerning a murder investigation. *Status:* In Evidence.

Internal (MPD) Examinations:

- Examine one cell phone concerning a robbery investigation. *Status:* Completed.
- Examine multiple digital devices concerning a child pornography investigation (ICAC). *Status:* In process.
- Examine one cell phone concerning a narcotics matter. *Status:* Completed.

TRAFFIC SAFETY:

Patrol Division officers were assigned to 125 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, substantial road construction projects and RMS system capabilities hamper progress.

COMMUNITY SERVICES:

On October 4, the Police Department participated in the Monroe Volunteer Fire Department Safety Day. Officer Mark Caulfield conducted seat belt use demonstrations with the CPCA Convincer machine, while Officer Nicole Buckley conducted child safety seat inspections.

On October 20, Chief Salvatore participated in the annual Domestic Violence Vigil on the Town Hall Green, sponsored by the Center for Family Justice.

On October 21, the Department participated along with other Town departments in the statewide emergency management exercise.

TRAINING:

On October 13 and 14 Detective Jeffrey Marcel attended **Interview and Interrogation** hosted by the Greenwich Police Department.

On October 19 - 23 Officer Amanda Sears assisted with **Basic Hostage Negotiator** training at the Connecticut Police Academy in Meriden.

Officers Danielle Boucher and Nicholas Franzago attended **COLLECT/NCIC Recertification** training at the Waterbury Police Department.

On October 9 - 11 Officer Christopher Silkman attended **Dive Rescue 1** training at the Easton Reservoir.

Department personnel whose certification was expiring or recently expired attended **Emergency Medical Responder (EMR)** training, and they also were certified in the administration of Narcan. The remaining field personnel will receive the Narcan certification through workshops to be set up in the upcoming months. Narcan doses have been ordered for assignment to patrol units.

During October, sworn personnel participated in low light firearms training and qualifications. Two officers who were unable to attend will make up the training in November. These sessions also included instruction and implementation of a new security holster for uniformed personnel.

On October 23 - 27, Chief Salvatore attended the annual International Association of Chiefs of Police Conference in Chicago.

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

Canine teams participated in regular monthly training with their counterparts in the region.

STAFFING:

Probationary Officer Candidate Michael DeCarli was hired to fill the vacancy created by the resignation of James McColgan. On October 23, Trainee DeCarli began basic training at the Milford Police Academy. Trainees Mastrony and Paille are currently in their final semester of training at the Connecticut Police Academy in Meriden.

Detectives are in the background investigation portion of the candidate to fill the open Dispatcher position.

Officer Marissa Diaz returned to full duty on October 16th.

Officer Andrew Wall remains on non-duty related extended medical leave.

One Patrol Officer position, created by the October 9th retirement of Officer Dennis Bradshaw, remains unfilled.

EVENTS OF INTEREST:

On October 6, Masuk High School School Resource Officer Danielle Boucher received information that a female student left the building about an hour earlier after making suicidal statements. Officer Boucher, school administrative personnel and patrol units initiated a search for the student. Eventually, officers were able to contact the youth on her cell phone while simultaneously "pinging" the phone for approximate location. After about one hour, the youth was located unharmed, and she was united with her mother and transported by EMS to a hospital for psychological evaluation.