

Town of Monroe



BOARD OF
POLICE COMMISSIONERS
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BOARD OF POLICE COMMISSIONERS Monroe, Connecticut

Regular Meeting Minutes November 16, 2016

The Monroe Board of Police Commissioners held a Regular Meeting on November 16, 2016, at 7:30 p.m. in the Training Room of the Monroe Police Department.

Present: Chairman Ronald Villani
Commissioner Edward Deak
Commissioner William Florin
Commissioner Jim Bresnahan

Absent: Commissioner Gary Scrofani

Also Present: Chief John L. Salvatore

ROLL CALL

Chairman Villani opened the meeting at 7:30 p.m. and noted that all *Board* members were present this evening, except *Commissioner Scrofani*, who was out of town.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

The minutes of the October 19, 2016 Regular Meeting were approved by unanimous consent.

PUBLIC PARTICIPATION

There was no Public Participation this evening.

CORRESPONDENCE

Chief Salvatore was in receipt of a letter from the Save Our Stepney Task Force, dated November 7, 2016, requesting the closing of Pepper Street from Route 25 to Green Street for the annual holiday tree lighting on the Stepney Green on December 3, 2016. This item is to be addressed under New Business this evening.

Chief Salvatore reported that today he and *K9 Officer Jeffrey Loomis* attended a ceremony at the Danbury Police Department, where the Monroe Police Department, along with several other police departments, was presented with a \$40,000 bequest check from the Estate of Kenneth M. Gleszer to be used exclusively for the *Department's K9 Unit*.

CHIEF'S REPORT

Activities and Program Measures, Computer Forensics: *Commissioner Bresnahan* asked how the *Department* received a cell phone investigation from Stamford Police. *Chief Salvatore* stated that it was most likely a referral due to the unavailability of their computer forensics officer or the required software program.

Training: *Commissioner Bresnahan* asked whether the low-light Firearms training took place at the range on Garder Road. *Chief Salvatore* stated that it did, beginning at dusk and continuing after dark.

Chairman Villani commented on the Super Glue Training Class. *Chief Salvatore* stated that fingerprint enhancement and processing with the use of super glue has been around for many years.

Commissioner Deak commented on the amount of training classes attended in October. *Chief Salvatore* stated that some of the training is required for certification and that several officers at one time are sent to some of the other training classes because the courses are only offered once in a while and the demand is high.

There was some discussion on the availability of on-line training, as well as topics covered during the "six-minute" or roll-call training conducted during shift changes.

COMMISSIONER'S FORUM

Commissioner Deak asked about the status of the Police Union contract. *Chief Salvatore* stated that one more meeting needs to be scheduled before the contract is presented to the Town Council for a vote.

BUDGET

A. Fiscal Year 2016-2017.

Chief Salvatore reported that the Overtime Account is slightly over budget, but recently, several reimbursements for the *Department's* participation in DUI and distracted driving patrols have been received from the Department of Transportation and will be returned to that account.

Chief Salvatore reported that the *Department* was just informed that the current radio system soon will no longer be supported by Motorola, as it is well over ten years old. A capital project budget for a new radio system will need to be prepared in the very near future.

Chief Salvatore stated that the draft budget for fiscal year 2017-2018 is in the process of being prepared, as the First Selectman's office has requested it be turned in the first week of December, a month earlier than in past years. A copy will be provided to the *Board* for input as soon as the first draft is completed.

Chief Salvatore reported that the State Accreditation Team performed its re-accreditation assessment of the *Department* on Tuesday, and the team had high praise for the *Department*, *Support Services Assistant Cynthia Cheatham* and the *Records Unit*, and of course, *Accreditation Manager Dan Brennan*.

OLD BUSINESS

A. Update Regarding Body Cameras.

Chief Salvatore reported that body cameras received from Safety Vision, the company that currently supplies the *Department's* in-car video camera systems, along with the accompanying computer software still are not in operation. As reported last month, the software to temporarily download data is not very user friendly. The Town IT Department has recently developed a capability to enable the data dump, and the cameras soon should be deployed in the field.

B. Discussion Regarding Draft Five-Year Strategic Plan.

After review of the draft strategic plan provided to the *Board* last month, the document was discussed in general and page-by-page. Recommendations and comments were made, and *Chief Salvatore* advised that he would provide all of the *Board's* input to the *Strategic Planning*

Committee for their review at their next meeting and continue to keep the *Board* apprised of the Plan's status.

NEW BUSINESS

A. Motion to Approve the Closing of Pepper Street on December 3, 2016.

MOTION TO APPROVE THE CLOSING OF PEPPER STREET ON DECEMBER 3, 2016

Motion: E. Deak

MOTION TO APPROVE the Closing of Pepper Street between Route 25 and Green Street on December 3, 2016, from 4 p.m. to 10 p.m., for the Stepney Green Holiday Tree Lighting.

Second: J. Bresnahan

Discussion: Chief Salvatore stated that this is the same closing as in past years. There was discussion regarding the date used for the snow date in Save Our Stepney Task Force's letter of November 7, 2016. This will be clarified.

Motion Passed: 4-0

B. Motion to Approve 2017 Meeting Calendar.

MOTION TO APPROVE 2017 MEETING CALENDAR

Motion: E. Deak

MOTION TO APPROVE the 2017 Meeting Calendar as follows: January 18, 2017, February 15, 2017, March 15, 2017, April 19, 2017, May 17, 2017, June 21, 2017, July 19, 2017, August 16, 2017, September 20, 2017, October 18, 2017, November 15, 2017, December 20, 2017 and January 17, 2018. All meetings are held in the Training Room of the Monroe Police Department at 7:30 p.m.

Second: W. Florin

Discussion: None.

Motion Passed: 4-0

C. Motion to Accept the Retirement of Detective Kelly McFarland.

MOTION TO ACCEPT THE RETIREMENT OF DETECTIVE KELLY McFARLAND

Motion: W. Florin

MOTION TO ACCEPT the Retirement of Detective Kelly McFarland from the Monroe Police Department, Effective December 1, 2016, with thanks for her years of service and dedication to the Department and the Town of Monroe.

Second: E. Deak

Discussion: Unfortunately, it has been determined that Detective McFarland's injury will not allow her to return to full duty as a Police Officer in accordance with the POST Academy Job Description.

Motion Passed: 4-0

EXECUTIVE SESSION

There was no Executive Session this evening.

The *Board* was reminded that December's Regular Meeting is on the **second** Wednesday of the month, December 14, 2016, in accordance with the calendar filed with the Town Clerk's office last year.

ADJOURNMENT

There being no further business to discuss, the Regular Meeting was adjourned by *unanimous consent* at 8:17 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 2016 Monthly Report
DATE: November 16, 2016

ACTIVITIES AND PROGRAM MEASURES:

In October the Detective Division received 22 cases from Patrol and initiated another 13 investigations. Four cases were cleared by arrest, and 12 were closed by other means (civil matter, restitution, considered inactive, assist other jurisdiction, etc.). Five arrest warrant applications were submitted to court, and five warrants were served; nine FTA (Failure to Appear) or Violation of Probation warrants were served by Detectives. No search and seizure warrants were issued or executed during the month. Nine pistol permit applicant investigations were initiated, and no other background inquiries were conducted. No Ex-Parte Orders were executed for the month.

The Patrol Division recorded 23 individual criminal charges during October. Patrol officers issued 110 motor vehicle infractions, 156 written warnings, 11 misdemeanor motor vehicle summonses (e.g. suspended operator's license and no insurance coverage), three marijuana infractions, one parking ticket and made five DUI arrests.

Patrol Division officers responded to 10 Domestic/Family Violence incidents in October, resulting in one arrest.

Prisoner Watch: Personnel performed 81 hours of prisoner watch for the month.

COMPUTER FORENSICS:

External Agency Examinations:

- Assist DEA with examination of five cell phones concerning five narcotic overdose death investigations. *Status:* All Completed.
- Assist Stamford Police with examination of one cell phone concerning a sexual assault investigation. *Status:* Complete.
- Assist Bridgeport Police with examination of one cell phone concerning a homicide investigation. *Status:* Completed.

- Assist Trumbull Police with examination of two electronic devices concerning a suicide investigation. *Status:* Completed.

Internal (MPD) Examinations:

- Examine multiple data devices concerning a CT Financial Crimes Task Force (CTFCTF) investigation. *Status:* In Process.

TRAFFIC SAFETY:

Patrol Division officers were assigned to 143 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 strategic planning committee should complete its draft report to be presented to the Board of Police Commissioners for review.

COMMUNITY SERVICES:

There were five child safety seat installations/inspections during the month of October.

On October 6th the Center for Family Justice's Domestic Violence Vigil was held on the Town Hall Green, and Chief Salvatore was one of the speakers.

On October 20th the Department participated in the Wellness Fair sponsored by the Social Services Department at the Chalk Hill School building.

On October 30th Department personnel participated in the Trick or Trunk Halloween Event sponsored by the Youth Commission at Masuk High School.

On October 31st candy was distributed to all costumed children who participated in the Edith Wheeler Memorial Library's Halloween Parade, which included a walk through a portion of the police facility.

TRAINING:

First Line Supervision, October 3-13, Connecticut Police Academy – This class was taught by POST Council instructor Timothy Coons. Sergeant Matthew Muccioli attended this class for the first five days, due to a death in the family he did not complete the last three days. He will be able to make up those days in December.

Telecommunicator/Desk Certification, October 4-6, Connecticut Police Academy – This was attended by Sergeant Michael Sweeney and Sergeant Helio Ramalhete. This course is the first class of three needed for NCIC/COLLECT certification. All supervisors are slated to attend the series.

Emergency Medical Responder Recertification, October 4-6, Waterbury Police Department – This class was attended by Officer Timothy Larkin, Detective Nicole Buckley and Animal Control Officer Edward Risko. The class is taught by Officer Jose Diaz of the Waterbury Police Department.

Lethality Assessment Program (LAP), October 5, CCADV (CT Coalition Against Domestic Violence) in Wethersfield – Detective Amanda Losh attended this one day class, which was a train-the-trainer program for LAPS. She will be conducting LAPS review training for our officers in the near future.

Domestic Violence Intervention, October 12, Wethersfield Police Department – Dispatcher Teresa Guerra attended this one day class presented by PowerPhone for dispatchers.

Financial Investigations Practical Skills (FIPS) NW3C Training, October 17-20, Connecticut Police Academy – Officer Christopher Silkman attended this training provided by State of Connecticut Department of Banking, Division of Criminal Justice, Office of the Chief State’s Attorney and Department of Emergency Services and Public Protection. This basic course provides “hands-on” training designed specifically to address the particular interests and needs of white collar crime investigators.

Crisis Intervention (CIT) – Youth Training, October 18th, West Haven Police Department – Officers Michael and Danielle Boucher attended this class offered through CABLE (CT Alliance to Benefit Law Enforcement). This eight-hour class, geared towards School Resource Officers, addressed critical, youth-specific topics including: adolescent development principles, youth mental health symptoms and disorders, crisis de-escalation and intervention skills and communication techniques.

COLLECT, October 18-20, Department of Emergency Services and Public Protection Headquarters – Dispatcher Edmund Rivera attended the three-day certification class.

Minimal Facts for First Responders, October 19-20, Connecticut Police Academy – Detective Nicole Buckley attended this train-the-trainer class for law enforcement and the Department of Children and Families (DCF). This class was developed by the Governor’s Task Force of Justice for Abused Children in collaboration with DCF, State’s Attorney’s Offices, law enforcement, and the CT Children’s Alliance.

Police Peer Support Team Training, October 18-20, Waterbury Police Department – Officer Nicholas Franzago attended this program, which provided operational guidelines for peer support teams. It covered cognitive-phenomenological approaches to stress, occupational stress and stressor intervention, critical incidents and traumatic stress, concepts in traumatic exposure, post-traumatic responses, treatment and interventions.

Super Glue Training Class, October 21, State of Connecticut, Division of Scientific Services Lab – Detectives Jeffrey Marcel and Amanda Losh attended this three-hour class on the uses of super glue for fingerprint enhancement and processing.

Fundamentals of Crisis Negotiations, October 24-28, Connecticut Police Academy – Officer Nicholas Franzago attended this week-long class provided by the Federal Bureau of Investigation. The presentation focuses on crisis negotiation concepts, practical overview of negotiations, active listening techniques, abnormal psychology, mental health and crisis intervention considerations and legal aspects. It is the foundation for crisis negotiators and will allow Officer Franzago to join the Southwest Regional Emergency Response Team (SWERT) as a negotiator.

Public Information Officer Training, October 25, Western Connecticut State University – Captain Keith White, Lieutenants Kevin McKellick and Rosalie Stuart attended this training sponsored by the Fairfield County Training Officers Association. Instructors for this class were Ann Baldwin, of Baldwin Media Marketing, and Deputy Police Chief Brian Foley, spokesperson for the Hartford Police Department. The four-hour class provided a brief overview of best practices for dealing with the media.

Connecticut Senior Policy Summit, October 26, Norwalk Inn and Conference Center – Officer Karen O'Donnell attended this summit sponsored by AAA Northeast, which covered topics on Connecticut policies and practices related to older drivers, senior mobility education and Connecticut resources. Senator Richard Blumenthal was a guest speaker.

Death Notification Workshop, October 27, Four Points Sheraton, Meriden – Sergeant Matthew Muccioli attended this one-day class sponsored by MADD and the Office of Victim Services (OVS), which covered topics such as death and serious notification for law enforcement, accessing services for victims and the impact and management of law enforcement stress.

Internal Affairs Investigations, October 31-November 4, Southington Police Department – Lieutenant Stephen Corrone attended this class taught by Eric Daigle, Esq. of the Daigle Law Group. The focus of the Internal Affairs (IA) Investigations training program is to identify proper legal and operational standards for IA investigations, including the development of proper police practices on use of force and force related policies.

Department officers assigned to the regional team attended monthly training for the Southwest Regional Emergency Response Team (SWERT). Department personnel assigned to the Trumbull-Monroe Dive Team conducted monthly regional training.

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

The majority of the Department participated in Firearms training and qualifications under low light condition during sessions held October 11-21.

Newly hired police trainees Michael Thompson and Matthew Johnston are attending basic training, which began on July 1 at the Connecticut Police Academy in Meriden.

Department staff will completed **Hazardous Materials Response** online training through SafeResponse.

STAFFING:

Officer Michael Phillips completed his field training program and on October 20th began solo patrol responsibilities for the remainder of his probationary period.

Officer Joshua Paille is in the third phase of his field training program with experienced FTO officers.

Detective Kelly McFarland remains on extended non-duty injury related medical leave.

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

EVENTS OF INTEREST:

On October 12th at 2122 hours, officers responded to a Maple Drive residence for a domestic incident. The complainant said that a male was refusing to leave the house after threatening the complainant's mother. Upon arrival, officers found the male on-scene, who stated it was just a verbal argument between him and his girlfriend. The complainant stated that the male threatened to leave her mother "with a bruise" if he was forced to leave the house. The complainant said she called the police after that statement because of the man's mistreatment of her mother. A check through COLLECT revealed the male had a PRAWN warrant for Violation of Probation and a Protective Order against him with the complainant's mother as the protected party. The male was arrested for violation of C.G.S. 53a-62, Threatening; 53a-223, Violation of Protective Order; and 53a-32, Violation of Probation. He was held on \$50,000 bond and transported to superior court the following morning.