



POLICE COMMISSION

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MINUTES OF REGULAR MEETING
BETHEL POLICE COMMISSION
WEDNESDAY, SEP 18, 2013
BETHEL POLICE DEPARTMENT-CONFERENCE ROOM

RECEIVED

2013 SEP 25 P 1: 34

TOWN OF BETHEL
TOWN CLERK

ATTENDING: CHAIRMAN MIKE DUFF
VICE CHAIRMAN HUGO GRECO
COMMISSIONER RICHARD KOLWICZ
COMMISSIONER CHRIS MCCOLLAM
COMMISSIONER ANTHONY RUBINO
CHIEF JEFFREY FINCH

Chairman Duff opened the meeting at 6:03 p.m. The Commission pledged allegiance to the flag.

Chairman Duff welcomed Anthony Rubino to the Board of Police Commissioners. First Selectman Matt Knickerbocker was also in attendance for the first portion of the meeting.

The Chairman added St. Mary's road race to New Business as item 5b and Review of Road Speed Limits as item 5c with Policy Revisions on agenda as item 5b to be discussed under Chief's Report.

1. General Public Comments
None
2. Review of Past Minutes for 8/21/13
Motion by Comm Kolwicz to accept the minutes of 8/21/13; seconded by Comm Greco – motion passed with Comm McCollam abstaining due to absence at said meeting.
3. Budget Report
Overtime analysis shows Communication staffing fiscal year-to-date expenses at \$26K, "high" according to Chief Finch because of the requirement that two persons be on duty in dispatch on day and evening shifts. Last year dispatch overtime was \$153K. In a normal year it should be \$40K to \$60K. A dispatcher taking a day or time off must be replaced causing overtime expense for another dispatcher, an officer or a sergeant. The situation should be somewhat alleviated when the current vacant position is filled. Comm Kolwicz asked about the result exit interviews for the dispatchers who have left. An additional report shows fees collected for alarm responses, donations, gun permits and charges for police vehicles at road jobs. Comm McCollam asked for a further breakdown of the

Overtime Analysis to show “what is being spent and where”, information useful at budget preparation time. Chief Finch agreed to provide this. Comm Rubino asked about comparable pay scales. Though lower, exit interviews indicate other factors than pay, contract language or working conditions are the issue according to the Chief. Motion by Comm Greco to accept the Budget Report as presented; seconded by Comm Kolwicz – unanimous.

4. Old Business

a) Monthly Reports

With no exceptional items to report on, motion by Comm Kolwicz to accept the monthly reports; seconded by Comm Greco – unanimous

5. New Business

a) New Officer Salary and Insurance

Chief Finch asked the Commission if the current officer applicant can be hired at step 4 because of his 5 years experience with the Southbury Police Dept and if the 90 day waiting period for insurance could be waived. Motion by Comm Greco that officer Thomas Butkier be hired with a salary of step 4 per recommendation of Chief Finch and have the 90 day waiting period for insurance waived; seconded by Comm McCollam - unanimous.

b) St Mary’s Road Race

Capt Bruckenthal outlined the routes of the 5K and 10K St Mary’s road race to be held on Oct 19th. This race held last year had no serious issues. Capt Bruckenthal asked only that the 15 volunteers provided be 18 years of age or older to supplement that 6 police officers to be hired for the event. Also requested is that the event be approved by the Board of Selectmen. Motion by Comm McCollam to grant St Mary the right to conduct a road race with all safety requirements met pending approval of the Board of Selectmen; seconded by Comm Greco – unanimous.

c) Speed Limit Recommendations

Ongoing speed limit reviews in the Stony Hill area resulted in a list Lt Dickinson will forward to the State D.O.T. for approval. Some changes are in response to resident requests, other roads are not posted at all. The aim according to Lt Dickinson is to achieve and maintain a consistency in the speed of traffic. Motion by Comm Greco to accept the speed limit recommendations of Lt Dickinson and forward them to the State; seconded by Comm Kolwicz – unanimous. In response to a question by Comm McCollam, Lt Dickinson stated that such requests no longer have to go through the office of First Selectmen as long as a contact person answering to the Police Commission has been designated.

6. Correspondence

a) Lt Kennedy

Correspondence from a commissioner and retired Norwalk police officer thanking Lt Kennedy for assigned assistance

b) Off Lajoie & Sgt Pugner

A thank-you letter complimenting Off Lajoie and Sgt Pugner

c) Off DiRago

Letter from a 90 year old thanking Off DiRago for helping with a nose bleed

d) Lt Dickinson

Letter thanking Lt Dickinson for his efforts controlling vehicle speed in the Pound Sweet Hill Rd area

e) Labor Dept Letter

Letter of information addressed to the Commission

7. Chief's Report

• Training Report – Monthly

Lt Dickinson's monthly report of current and future training was in the hands of the Commissioners

• Dispatch Opening

One candidate has been selected according to Chief Finch.

• Policy Revisions

For clarity, changes were highlighted by the Chief

2003-07 Disciplinary Action and Trial Board

Minor changes including designation of "Shift Commander" and "Division Commander"; "removed from duty" replacing "suspended".

2005-01 Arrests

Incorporates an old policy concerning discretion. Juvenile age redefined.

2005-03 Prisoner Processing & Detainment

"Arrest Intake" and "Intake of Prisoners" general orders incorporated

2006-06 Records

Additional language concerning form DPS-3C added per request at last meeting

8/21/13 item 5d

2006-09 Forms

No material change, merely a cleaning up of language

2007-17 Special Events/V.I.P. Security

No material change, only the combination of two separate policies

2012-01 Patrol Operations

Three policies combined without changes

2013-03 Light Duty Assignments

Defines and sets basic standards of what is required from officer and doctor

Motion by Comm Greco to accept changes to policies 2003-07 Disciplinary

Action and Trial Board; 2005-01 Arrests; 2005-03 Prisoner Processing &

Detainment; 2006-06 Records; 2006-09 Forms; 2007-17 Special Events/V.I.P.

Security; 2012-01 Patrol Operations; 2013-03 Light Duty Assignments; seconded

by Comm McCollam – unanimous.

8. Commissioner Comments

Comm Greco thanked Comm Rubino for being "onboard".

Comm Rubino stated he was glad to serve and needs time to get acclimated.

Comm Kolwicz asked why it takes such a long time to get road signs placed which the Commission approved. Chief Finch stated that involved Town

department heads need to be contacted. Comm McCollam noted that staffing has been allowed to dwindle down and additional personnel need to be hired. Comm McCollam welcomed Comm Rubino back noting his respect in the community.

Chairman Duff stated what he perceived as a potential danger, officers standing in the road directing traffic while the overhead lights of their cars are blinking thus distracting oncoming drivers.

At 7:25 motion by Comm Kolwicz to adjourn; seconded by Comm Rubino – unanimous.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ferdinand Miller Jr.", written in a cursive style.

Ferdinand Miller Jr
Secretary