POLICE COMMISSION REGULAR MEETING
13 FEBRUARY 2017

NOTE: THESE MINUTES ARE SUBJECT TO CHANGE AND APPROVAL AT A FUTURE MEETING OF THE POLICE COMMISSION

CTO

Chairman Don Sauvigne called the meeting to order at 7:05 p.m. In attendance were Commissioner David Waters, Commissioner Matt Mason, Chief Robert Crosby, Captain John Lynch, Captain Thomas Conlan and Director of Human Resources Sarah Taffel (arrived 7:50 p.m.).

PUBLIC COMMENT

There were no members of the public present at the meeting and no public comment was received.

MINUTES

Commissioner Waters made a motion to approve the minutes of the January 9, 2017 regular meeting and the January 26, 2017 special meeting. The motion was seconded by Commissioner Sauvigne. Motion carried 3-0.

DISCUSSION OF MONTHLY REPORTS

Monthly reports were reviewed and discussed. The Commission noted with satisfaction the historically high number of MV Stops in January, and acknowledged that it was not a sustainable level on a consistent basis.

The Activity Report for January was reviewed. The Commission noted that domestic complaints were higher, and were informed that there were a few repeat complaints which skewed the reporting. The number of applicants for pistol permits is again high.
The MAC Report for January was reviewed. The Commissioners were pleased that the MAC officer was able to spend significant time during this reporting period on MAC functions, and that the report includes specific goals for 2017. Selective Enforcement activity has been high, providing good visibility as a means of reducing speeding. The discussion with CTDOT of the traffic study at the Route 7/Catalpa Road intersection resulted in the following: (1) CTDOT does not want to cut down the trees at the intersection and believes that adequate sightlines can be maintained by drivers pulling up to the intersection; and (2) CTDOT would not be averse to the Town making changes to the Catalpa Road segment of the intersection such as left turn limitations, one-way access, etc. The Department will discuss possible modifications with school administrators and will make recommendations to the Commission at a future date. The discussion with CTDOT of the traffic study at Belden Hill Road/Route 106 resulted in a determination by CTDOT that there is sufficient traffic at this intersection to justify a traffic light or a rotary. CTDOT is evaluating the alternatives, and any improvements will likely take time to implement.

The SRO Report for January was reviewed. The Commission expressed satisfaction with the reported activity. The Commission discussed the Explorer program and possible expansion to include other emergency services as a means to increase participation. The Commission noted that in budget discussions there have been questions as to the funding of the second SRO, and the Commission felt that it would be a significant detrimental difference in services to the Town if the position were defunded.

The Overtime Report for January was reviewed. The Commission commended the Department on the remarkably reduced overtime hours reported in January, which was the least in any calendar month for the prior three years. However, if expected vacancies in the Department are not filled then the number of overtime hours will again increase.

The Accreditation Report for January was reviewed. The Commission noted that the accreditation process is on schedule.

The K9 Report for January was reviewed. The Commission noted with satisfaction that K9 Baso has been very active and highly visible, and specifically noted K9 Baso’s assistance to the State Police in a significant drug arrest.

**REPORT OF CHIEF CROSBY**

Chief Crosby expressed gratitude for the letters of thanks, the donations of food and the funds received for the Police Fund, which the Commission reviewed. Chief Crosby reported that on March 3, 2017 there will be a drug take-back event at the police station and the Department will be offering building tours at that time. The Commission noted with satisfaction that officer Sean Baranowski is ranked #1 in his class of 45 at POST after the first marking period.

**OLD BUSINESS**
There was no old business reviewed.

NEW BUSINESS

A. Civilian Complaint Forms

The Commission reviewed and noted with approval that the forms and procedures adopted by the Department and available to the public in the event of a civilian complaint have been found to be appropriate and meet all legal requirements.

B. POS/Police Officer Scheduling Software

The Commission was informed that the new POS software system is professionally designed and will solve many of the issues experienced as a result of multiple databases. It will allow greater efficiency in shift scheduling and payroll, and it will cut down on administrative time required for data entry.

C. Georgetown Signage

Chief Crosby informed the Commission that a request had been made to the Commission, acting as the local traffic authority, for permission to install a sign indicating “Georgetown Business District” in the island at the intersection of Route 7/Route 107. Commissioner Waters made a motion to permit such signage to be installed, provided that it does not affect the line of sight at the intersection and that there is no cost to the Town of Wilton. The motion was seconded by Commissioner Sauvigne. Motion carried 3-0.

D. Traffic Survey Discussion – Old Huckleberry Road

The Commission reviewed the analysis prepared by Officer Tyler. The Commission noted that Old Huckleberry Road is extremely narrow and that it is frequented by pedestrians and bicyclists. Commissioner Waters made a motion to support the recommendation of Officer Tyler to install “narrow road” signage at this location. The motion was seconded by Commissioner Sauvigne and carried 3-0.

REPORTS OF THE COMMISSIONERS

Commissioner Waters reported that the Police HQ – Town Campus Facility Study Committee has held its first meeting, and that the contemplated schedule is for the Committee to conclude its analysis by the end of Summer 2017 and for the Town to then appoint a formal building committee in Fall 2017.

Commissioner Mason reported that he had heard from members of the public in response to a fundraising solicitation from the police union, who contributes back a portion of what is raised to local organizations.
PUBLIC COMMENT

There were no members of the public present at the meeting and no public comment was received.

EXECUTIVE SESSION

At 8:06 p.m. the meeting went into Executive Session to discuss future hiring/staffing/rotation considerations and to discuss a contract of employment to be offered to Captain Lynch as Chief of the Department. The Commission invited Chief Crosby, Captain Lynch, Captain Conlan and Attorney Taffel to participate in the executive session. At 8:55 p.m. Chief Crosby, Captain Lynch and Captain Conlan left the executive session. At 9:45 p.m. the Commission came out of Executive Session. No action was taken in the Executive Session.

OLD BUSINESS

A. Recommendation of Offer of Employment as Chief of the Department

Commissioner Waters made a motion to authorize Commissioner Sauvigne, as Chairman of the Commission, to forward a proposed contract of employment to the Board of Selectmen for review, with the Commission’s favorable recommendation, pursuant to which Captain John Lynch shall be employed as Chief of the Department, subject to the position of Chief of the Department being vacant as a result of the retirement of Chief Robert Crosby. The motion was seconded by Commissioner Mason and carried 3-0.

ADJOURNMENT

At 9:50 p.m., a motion to adjourn the meeting was made by Commissioner Waters seconded by Commissioner Mason and passed 3-0.

Respectfully submitted,

David F. Waters, Acting Recording Secretary