

**WOODBRIIDGE BOARD OF POLICE COMMISSIONERS
REGULAR MEETING**

MINUTES

October 7, 2009

The Regular Meeting of the Woodbridge Board of Police Commissioners was held on Wednesday, October 7, 2009 at 6:00 p.m. in the Training Room of the Woodbridge Police Department.

PRESENT: Chairwoman Tina Weiner, Commissioner Alice Miskimin,
Commissioner Matthew Gilbride, Commissioner Stephen Falcigno,
Commissioner Robert Scalettar, First Selectman Edward M. Sheehy

OTHERS: Deputy Chief Raymond S. Stuart, Lt. Jeffery Leiby, Administrative
Assistant Janice Innocenzi

The meeting was called to order at 6:03 p.m.

APPROVAL OF MINUTES:

- Approval of Minutes: Regular Meeting – September 2, 2009

The Board voted unanimously (Miskimin/Scalettar) to approve the minutes from the September 2, 2009 Regular Meeting of the Woodbridge Board of Police Commissioners.

PUBLIC COMMENTS/CORRESPONDENCE:

- None

EXECUTIVE SESSION:

The Board voted unanimously (Falcigno/Gilbride) to move into Executive Session at 6:05 p.m. (All were invited to stay.)

- The Board moved out of Executive Session at 6:12 p.m.
- There were no motions made, no votes taken.

REVIEW OF REPORTS:

Financial Report –

- Deputy Chief Stuart reviewed the year-to-date budget report. He noted one discrepancy, Line 51800 shows that we used 66% of our budget, but the correct number is 36%. Police Officer overtime line is at 31.1%, but we will be receiving reimbursement of \$4,768 to offset that.

The Board voted unanimously (Falcigno/Miskimin) to accept the Financial Report.

Activity Report –

Deputy Chief Stuart reported the following Activity during the month of September–

- DWI: 2
- Drug Arrests: 2

- Officer Activity: Officer activity has increased during the month of September.
- Accidents: 25 total - 4 (with injuries); 19 (non-injury); 2 (unknown injuries)
- Burglaries: 3 total - 1 residential (warrant pending); 2 commercial
- ISU: Another arrest pending on a 5th suspect from the home invasion case. Deputy Chief Stuart commended Sgt. Frank Cappiello, Detective Robert Crowther and Detective Thomas DeMatteo for their hard work.

The Board voted unanimously (Falcigno/Scalettar) to accept the Activity Report.

REPORT OF THE CHIEF OF POLICE:

- NESPIN/NEOA Annual Training Conference: Officer Joseph Kubik will be attending this narcotics enforcement training conference held in Newport, RI from November 17-20, 2009.
- TRIAD Annual Conference: Detective Robert Crowther is our TRIAD liaison and he will be attending the annual conference.
- Special Olympics National Conference: Sgt. James Sullivan and Sgt. Brian McCarthy will be attending this conference to be held November 11-14, 2009 at Foxwoods. Sgt. McCarthy will attend at no cost to the department and we will pay for Sgt. Sullivan to attend. Deputy Chief Stuart commended both Sergeants for doing a fantastic job promoting the Special Olympics.
- Everbridge – Reverse 911 System: Deputy Chief Stuart explained that this system will be integrated into our 911 system to contact residents to notify them of emergencies. The State of Connecticut has partnered with Everbridge to provide this service for the State and we will benefit from this at no cost to us.

The Board voted unanimously (Miskimin/Falcigno) to accept the Report of the Chief of Police.

PERSONNEL:

- There were no Personnel matters to discuss.

BUDGET:

- Capital Budget: Deputy Chief Stuart met with budget subcommittee members Commissioner Scalettar and Commissioner Gilbride on October 5, 2009 to review the Department's proposed Capital Budget request. He thanked the Commissioners for taking the time to carefully review this budget proposal.
- Vehicle Purchases: Deputy Chief Stuart purposely waited to purchase this year's vehicles, which should be delivered by January or February of 2010. As a result, during fiscal year 2011, we will request only one (1) new patrol vehicle and replace the Chief's car. The Chief's current vehicle will be passed down to the Lieutenant, and Lieutenant's vehicle will be passed down to ISU. Currently each ISU vehicle has 130,000 miles on them. The Deputy Chief said he is trying to move away from purchasing three vehicles at a time. He also informed the Board that in 2011, Ford will no longer be producing the Crown Victoria Police Interceptor. We have one 1996 Crown Victoria which we will be giving to Public Works, which impacts our budget as we will not receive funds for that vehicle which would normally be used to buy light bars and related equipment needed to outfit the new vehicles.
- Dr. Scalettar left the meeting at 6:37 p.m.
- Computers: Deputy Chief Stuart explained that we need to replace our servers, as well as, a desktop. The Chief's computer is seven years old; the new computer will go to the Administrative Assistant and her current computer will be given to the Chief. We will also be replacing one mobile data terminal. Brian Freeman, Senior Dispatcher and Computer Specialist joined the meeting and explained that we currently have four older servers which were purchased in 2004. Due to upgrades such as the NexGen Mobile program that we are currently having installed plus the video server that we are getting and factoring in the age of our servers, Dell is no longer supporting them (parts no longer available). The budget request

includes a LAN upgrade, UPS replacement and 3 servers (with 3 virtual servers instead of the 4 physical servers we currently have). The IT industry is moving towards using virtual servers as a way to better utilize our resources. Deputy Chief Stuart noted that the Town will also be purchasing virtual servers.

- **Building Upgrade:** Deputy Chief Stuart said that at our November meeting Brian Humes will give his presentation to the Board regarding the space needs assessment he prepared for the Police Department and we hope to get a recommendation to go to the floor plan, as indicated in our Capital Budget request (\$10,000 for the floor plan, \$5,000 for the cost estimate). As discussed with Finance Director Anthony Genovese, an arbitrary figure of \$250,000 for the architect/construction plans should be requested in fiscal year 2013. There was some discussion as to whether or not this should be added to fiscal year 2012, but the Deputy Chief told the Board that the Finance Director suggested keeping the requests together so that they could be approved as one whole project. Commissioner Gilbride felt it would be better to have the request on the table sooner by requesting it in 2012. Commissioners Weiner and Falcigno questioned the possibility of splitting the \$250,000 between two fiscal years. Commissioner Gilbride requested to have this issue raised in a timely manner so that it can be included in fiscal year 2012.
- **Repeater Site Relocation:** Deputy Chief Stuart explained that two months ago, Town Administrative Officer Joseph Hellauer advised him that our repeater would need to be moved from 125 Bradley Road. The Town received a letter from the property owner requesting the repeater be moved by October 1, 2009. We are working with the State Department of Transportation to move our repeater to their West Rock location. Mr. Sheehy noted that the District Animal Control site and the JCC were also considered as potential relocation sites, but the signals were not good. Deputy Chief Stuart said he is waiting to receive written approval from the DOT to relocate our repeater to their West Rock location.

The Board voted unanimously (Falcigno/Gilbride) to approve the Capital Budget.

OLD BUSINESS:

- There were no Old Business matters to discuss.

NEW BUSINESS:

- There were no New Business matters to discuss.

ADJOURNMENT:

The Board voted unanimously (Falcigno/Miskimin) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:58 p.m. and reconvene as the Woodbridge Traffic Authority.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBIDGE TRAFFIC AUTHORITY REGULAR MEETING

MINUTES

October 7, 2009

The Regular Meeting of the Woodbridge Traffic Authority was held on Wednesday, October 7, 2009 at 6:00 p.m. in the Training Room of the Woodbridge Police Department.

PRESENT: Chairwoman Tina Weiner, Commissioner Alice Miskimin,
Commissioner Matthew Gilbride, Commissioner Stephen Falcigno,
Commissioner Robert Scalettar, First Selectman Edward M. Sheehy

OTHERS: Deputy Chief Raymond S. Stuart, Lt. Jeffery Leiby, Administrative
Assistant Janice Innocenzi

PUBLIC COMMENTS/CORRESPONDENCE:

- None

TRAFFIC MATTERS:

- Public Act #09-171 (An Act Prohibiting Blocking the Box):
Deputy Chief Stuart explained that as of October 1, 2009, a new state law went into effect concerning motorists blocking an intersection, called Blocking the Box. In order for our Department to be able to enforce this Public Act, we need to install signs at four different locations.

Those locations are:

- Route 63 (Amity Road) and Lucy Street
- Route 69 (Litchfield Turnpike) and Lucy Street
- Route 69 (Litchfield Turnpike) and Merritt Avenue
- Route 69 (Litchfield Turnpike) and Bradley Road

The Board voted unanimously (Falcigno/Gilbride) to approve installation of signs, as requested.

ADJOURNMENT

The Board voted unanimously (Falcigno/Gilbride) to adjourn the regular meeting of the Woodbridge Traffic Authority at 7:00 p.m.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

**WOODBRIIDGE BOARD OF POLICE COMMISSIONERS
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MOTIONS

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APPROVAL OF MINUTES:

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PUBLIC COMMENTS/CORRESPONDENCE:

- None

EXECUTIVE SESSION:

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- The Board moved out of Executive Session at 6:12 p.m.
- There were no motions made, no votes taken.

REVIEW OF REPORTS:

Financial Report:

The Board voted unanimously (Falcigno/Miskimin) to accept the Financial Report.

Activity Report:

The Board voted unanimously (Falcigno/Scalettar) to accept the Activity Report.

REPORT OF THE CHIEF OF POLICE:

The Board voted unanimously (Miskimin/Falcigno) to accept the Report of the Chief of Police.

PERSONNEL:

- There were no Personnel matters to discuss.

BUDGET:

The Board voted unanimously (Falcigno/Gilbride) to approve the Capital Budget.

OLD BUSINESS:

- There were no Old Business matters to discuss.

NEW BUSINESS:

- There were no New Business matters to discuss.

ADJOURNMENT:

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Respectfully submitted:

Janice Innocenzi

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Administrative Assistant

**WOODBRIIDGE TRAFFIC AUTHORITY
REGULAR MEETING**

MOTIONS

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PUBLIC COMMENTS/CORRESPONDENCE:

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