

# WOODBRIIDGE BOARD OF POLICE COMMISSIONERS

## REGULAR MEETING

### MINUTES

January 14, 2020

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Tuesday, January 14, 2020 at 6:15 p.m., in the Woodbridge Police Department Training Room.

#### **COMMISSIONERS and LIAISONS PRESENT:**

Chairman Robert Berke, Commissioner Stephen Falcigno, Commissioner Deborah Fried

#### **POLICE DEPARTMENT ADMINISTRATION PRESENT:**

Chief Frank P. Cappiello, Deputy Chief Raymond S. Stuart, Administrative Assistant Janice Innocenzi

#### **ABSENT:**

Commissioner Deborah Desir, Commissioner Andrew Esposito, Jr., Joseph Crisco-Board of Selectmen Liaison

- *Chairman Berke called the meeting to order at 6:19 p.m.*

#### **APPROVAL of MINUTES:**

- B.O.P.C. Regular Meeting – December 10, 2019:

*The Board voted unanimously (Fried/Falcigno) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held on December 10, 2019.*

#### **PUBLIC COMMENTS/CORRESPONDENCE:**

- Mr. Glen Duhl, President of Congregation B'nai Jacob and town resident, addressed the Board. Mr. Duhl requested to have an unused police cruiser placed at the driveway of B'nai Jacob beginning on Friday afternoons around 5:30 pm until 10:00 pm for Friday night services; on Saturday mornings from 7:30 am until 12:30 pm; and Sunday 8:30 am to 12:15 pm, because of the climate out there right now and the onslaught of anti-Semitic acts. He said we hope with this nominal inconvenience to the Police Department that we have this deterrence, and that there is no activity that happens in Woodbridge at all. There have been times where we have various events, and when we do have the events and we can plan appropriately, we have engaged your services for extra police protection for which we have paid. This is something totally out of our budget and we hope that you can accommodate us. Chief Cappiello said he would consider the request, discuss it with the Board, and get back to Mr. Duhl.
- Mr. Duhl left the meeting at 6:23 p.m.

#### **REVIEW of REPORTS:**

- Financial Report: Chief Cappiello reported that we are half way through the fiscal year and we are at 51.9%. *The Board voted unanimously (Falcigno/Fried) to accept the Financial Report.*
- Criminal Activity Report (December):
  - Burglaries: 1
  - Larcenies: 3
  - Larcenies from Motor Vehicles: 7
  - Missing Person Cases: 4 (Silver Alerts issued, as appropriate)
  - Armed Robbery: 1 (TD Bank, Amity Road)
  - Stolen Vehicles: 2 (Keys were left in both vehicles)
  - Recovered Stolen Vehicle: 1 (Found abandoned and unoccupied on Litchfield Tpke. @ Bradley Rd.)

- ISU: Detectives are working on the bank robbery, continuing to follow-up on vehicle thefts, a residential burglary, working with the Postal Inspector’s Task Force on stolen mail incidents, and a fraud case.
- ISU – Old Cases: They have several search warrants pending at court for evidence from the ongoing kidnap/robbery case associated with a murder investigation. Three arrest warrants were served, and they provided 13 requests for fingerprinting services from the public.
- Motor Vehicle Activity (December):
  - Motor Vehicle Accidents: 4 injuries, 24 non-injury
  - Speeding Arrests: 9
  - Radar Enforcements: 131

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

**REPORT of the CHIEF of POLICE**

- Vigilance at Religious and Cultural Institutions: With the ongoing events in the nation and across the world regarding the violence targeting various religious and cultural institutions, we have received some concerns from residents. Chief Cappiello received an e-mail from a parishioner at a local church, has been in contact with that individual, as well as the Pastor of the church. The Chief offered to meet personally with both of them. Chief Cappiello said, without divulging too much information, we are just as concerned and continue to take preventative measures and precautions as far as security goes. We remain in close contact daily with the Connecticut Intelligence Center and other local and federal authorities regarding daily events that are going on throughout the state and country, daily situational awareness, and their credibility assessments of potential threats of violence. Our patrols have standing daily assignments at specific locations in town, and we increase police presence as necessary by what we hear is going on and what we are notified about. Very often, we are in communication with representatives from one of the churches or organizations, and they ask for some extra police presence, the Deputy Chief and I exchanged our information with everyone so we can be reached 24/7. One of our Sergeants is currently reaching out to all religious and cultural institutions in town to get a schedule of all their services and hours of operation so we can plan accordingly.
- Donation of “Stop the Bleed” Training Kit: As previously reported, in November Officer Pedalino did “Stop the Bleed” emergency tourniquet training at Town Hall for town employees, and back in March, he did one for the public at the JCC. Chief Cappiello and Officer Pedalino have been discussing the idea of purchasing a “Stop the Bleed” training kit to be used here at the Department for in-service training and expand the training to offer it to other organizations in town. The kit costs approximately \$1,000. Chief Cappiello reached out to the Woodbridge Rotary and Tony Anastasio, who is very active in the Woodbridge Rotary. He was impressed with the training, and graciously offered to purchase the kit and donate it to the Police Department. The kit was recently delivered to the Department. He was unable to join us this evening. Chief Cappiello formally acknowledged Mr. Anastasio for his donation and generosity.

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

**PERSONNEL MATTERS**

- Dispatch Candidate – Approval: Dispatch Candidate Leslie Rivera received a Conditional Offer of Employment, and has successfully passed her required pre-employment medical exam. Chief Cappiello requested the Board’s approval to officially hire Leslie Rivera as a full-time Dispatcher.

*The Board voted unanimously (Fried/Falcigno) to hire Leslie Rivera as a full-time Dispatcher.*

- Certified Officer Candidate – Approval: Certified Officer Candidate Stephen Praleikas received a Conditional Offer of Employment, and has successfully completed all phases of pre-employment testing. Chief Cappiello requested the Board’s approval to officially hire Stephen Praleikas as a Certified Officer at Grade B salary with five (5) vacations days, and after completion of one year’s service, his pay will move up to Grade A, and after completion of one year’s service will receive ten (10) vacation days.

*The Board voted unanimously (Falcigno/Fried) to hire Stephen Praleikas as a Certified Police Officer, as requested by Chief Cappiello.*

**PERSONNEL MATTERS (continued):**

- Patrol Vacancy: Chief Cappiello reported that we currently have two vacant Patrol Officer positions; instead of having 23 Patrol Officers, we are down to 21. We were down to 20 before hiring Stephen Praleikas earlier this evening. The Chief said he would like to start preliminary background checks on Certified applicants who applied and expressed interest. We need to move forward with the process to replace one officer during this fiscal year because it is already in the budget.

Chairman Berke: We have to look at the sweet spot between filling the spots, and how it relates to overtime, because at one point, there was a suggestion that a full assignment of officers would help the overtime numbers, and that does not always play out. I know we had some unique situations that kind of skewed those numbers, but a discussion with Tony Genovese would make sense, because he had mentioned to me some time ago that there is a benefit to paying more overtime than having a full-time officer.

Chairman Berke asked Chief Cappiello to ask Tony Genovese if he would be willing to come and give us those numbers, either submit it in writing or in an e-mail.

Chief Cappiello: We are significantly down; we have been talking about this for a few years. We were at 20, and now we are trying to get back up and we are talking about security and everything else that we are trying to provide, and we are trying to do the best we could with a staff that is a little bit smaller than we had in previous years. We just do not want to cut ourselves too short.

Chairman Berke: I am willing to address this next meeting; I am not talking about months from now and a study. I did not know that we were going to be asked tonight to start filling that.

Chief Cappiello: No, just to start looking into the candidates, but I will hold off on it.

Chairman Berke: If we can just wait a month, hopefully, we can get an answer from him (Genovese) by next meeting.

**BUDGET:**

- Operating Budget – Approval: Chief Cappiello said the budget was due in the Finance office by January 3, so we submitted a draft copy. The proposed budget was shared with Commissioner Falcigno and Commissioner Esposito (Budget Subcommittee), and we worked together with the Finance Director to keep it as low and as responsible as we can. As usual, the majority of our budget is contractual, and this budget contains the contractual increases that coincide with the labor agreement and because of that, there are two years of raises in it (FY 20 and projections for FY21). On the Operating side, it is pretty bare bones; we are only up about \$14,000.

*The Board voted unanimously (Fried/Falcigno) to approve the Operating Budget.*

- Operating Budget Presentation to Joint Boards – Thursday, January 23, 2020 @ 6:00 pm: Chief Cappiello notified the Board of the upcoming presentation to the joint Boards of Selectmen and Finance.

**ADJOURNMENT:**

*The Board voted unanimously (Fried/Falcigno) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 7:17 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

# WOODBIDGE TRAFFIC AUTHORITY

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### MINUTES

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#### ***COMMISSIONERS and LIAISONS PRESENT:***

Chairman Robert Berke, Commissioner Stephen Falcigno, Commissioner Deborah Fried

#### ***POLICE DEPARTMENT ADMINISTRATION PRESENT:***

Chief Frank P. Cappiello, Deputy Chief Raymond S. Stuart, Administrative Assistant Janice Innocenzi

#### ***ABSENT:***

Commissioner Deborah Desir, Commissioner Andrew Esposito, Jr., Joseph Crisco-Board of Selectmen Liaison

#### **PUBLIC COMMENTS/CORRESPONDENCE:**

- There were no Public Comments or Correspondence.

#### **TRAFFIC MATTERS:**

- CT DOT Traffic Report – Baldwin Road: In November, we discussed the findings of a traffic study with a resident who complained about the speed limit. We referred it to the Office of the State Traffic Administration for their consideration. They did a site visit and conducted their own independent investigation. Last week, Chief Cappiello received their report and they made the decision to lower the speed limit on Baldwin Road from 35 to 30 mph for the entire length; they want a “Hidden Driveway” sign removed, as it no longer conforms to their regulations; and they want “ALL WAY” supplemental plaques to be installed with all the “STOP” signs at Greenway and Baldwin. Chief Cappiello contacted Warren Connors, who will take care of ordering the signs. The Chief also called the resident to give her an update; she was pleased with that, thanked everyone for their work on it, and for the outcome. The speed limit will go into effect by their regulations once the signs are posted.
- Grouse Lane/Fraser Drive – Request for Speed Limit Signs: Last month we discussed a request from a resident of the Grouse Lane/Fraser Drive area regarding traffic flow and her concerns about speeding and lack of traffic control signage in the area. She wanted speed limit signs to be put up, an additional stop sign at Fraser and Grouse Lane, and asked to make it a two or three stop sign area. We did a traffic study, it did not meet the criteria for that, and there is no sightline or accident history there. We discussed referring it to the OSTA to ask them to make it a 25 mph zone so we could put up the signs, but the Board decided we were not going to go that route. We let the resident know, she was not pleased about that, but the Deputy Chief will invite her to come in so we can share the traffic study with her. Deputy Chief Stuart said we have increased enforcement there.

#### **ADJOURNMENT:**

*The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 7:20 p.m.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

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#### PUBLIC COMMENTS/CORRESPONDENCE:

- No motions made, no votes taken.

#### REVIEW of REPORTS

- Financial Report:

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

- Activity Report:

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

#### REPORT of the CHIEF of POLICE

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

#### PERSONNEL MATTERS

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*The Board voted unanimously (Falcigno/Fried) to hire Stephen Praleikas as Certified Police Officer, as requested by Chief Cappiello.*

#### BUDGET:

- Operating Budget – Approval:

*The Board voted unanimously (Fried/Falcigno) to approve the Operating Budget.*

#### ADJOURNMENT:

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#### PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or Correspondence.

#### TRAFFIC MATTERS:

- There were no motions made, no votes taken.

#### ADJOURNMENT:

*The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 7:20 p.m.*

Respectfully submitted:

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