

WOODBIDGE BOARD OF POLICE COMMISSIONERS

REGULAR MEETING

MINUTES

April 9, 2019

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Tuesday, April 9, 2019 at 6:15 p.m., in the Woodbridge Police Department Training Room.

COMMISSIONERS and LIAISONS PRESENT:

Chairman Robert Berke, Commissioner Matthew Gilbride, Commissioner Deborah Fried, Commissioner Stephen Falcigno, Joseph Crisco-Board of Selectmen Liaison

POLICE DEPARTMENT ADMINISTRATION PRESENT:

Chief Frank P. Cappiello, Administrative Assistant Janice Innocenzi

ABSENT:

Commissioner Deborah Desir, Paul Kuriakose – Board of Finance Liaison, Deputy Chief Raymond Stuart

- *Chairman Berke called the meeting to order at 6:16 p.m.*

APPROVAL of MINUTES:

- B.O.P.C. Regular Meeting – January 8, 2019
- B.O.P.C. Regular Meeting – March 12, 2019

The Board voted unanimously (Falcigno/Gilbride) to approve the minutes from both of the regular meetings of the Woodbridge Board of Police Commissioners held on January 8, 2019 and March 12, 2019.

PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or correspondence.

REVIEW of REPORTS:

-Financial Report: Chief Cappiello reported that we are now three quarters of the way through the current fiscal year and are at 74% of our budget used.

- Commissioner Fried joined the meeting at 6:18 p.m.

On a motion made by Commissioner Gilbride and seconded by Commissioner Falcigno, the Board voted to accept the Financial Report.

Votes in Favor: Gilbride / Falcigno / Berke

Abstained: Fried

Motion passes.

-Activity Report:

Chief Cappiello reported the following activity for March:

- Chief Cappiello reported that during the month of March, the officers were productive and active in their enforcement efforts.
- **Motor Vehicle Accidents:** 29 total (24 no injuries / 5 with injuries)
- **Burglaries:** There were no burglaries.
- **Larcenies:** 3 (1 Arrest Warrant pending at court / 1 arrest made by warrant)
- **Fraud:** 7 different cases (5 were online)
- **Family Disputes:** 2 (1 arrest)
- **Drug Investigations:** 2
- **ISU:** Picked up 7 new cases: 3 forgeries; 2 on-line fraud complaints; an identity theft investigation, and a harassment sexting case. An arrest warrant was served for the larceny of a vehicle from Crest in July; an arrest warrant was served on a juvenile for a stolen car from last summer; a second arrest warrant is pending for the theft of a trailer from Elm City Trailer. ISU is moving forward with the kidnapping and robbery trial associated with the homicide investigation; they processed 15 fingerprint requests and 3 pistol permit background checks.

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

REPORT of the CHIEF of POLICE

- **Prescription Drug Take-Back Day:** In June of 2017, with the help of the Rotary Club and BOWDAAC, we installed a prescription drug drop-box in the Police Department lobby. Since late June of 2017 through February 2018, we have collected in excess of 300 pounds of unwanted pharmaceuticals that have been deposited in our drop-box. This year, the DEA's National Prescription Drug Take-Back Day is Saturday, April 27. We will be collaborating with the Rotary Club on that day to host the event. It is the goal of the Police Department and the Rotary Club to promote a safe and convenient way to dispose of unused or expired medications and mainly to remind the community that the drop-box is out there for their use, 24/7, 365 days.
- **POSTC Compliance Review:** Last year the Connecticut General Assembly passed an act requiring that by January 2019, the Police Officers Standards and Training Council (POSTC) develop and adopt required standards and practices for the administration and management of law enforcement agencies statewide. This year, the State will send a representative from POSTC to each Police Department to audit their policies and practices to be sure they meet required standards in a number of areas. Those standards include Use of Force, Response to Crimes of Family Violence, Fair and Impartial Policing, Handling of Juveniles, Use of Body-Worn Recording Systems, use of Electronic Defense Weapons, Eyewitness Identification Procedures, Pursuits by Police, Response to Complaints of Sexual Abuse, Complaints that Allege Misconduct by Police Officers and several other topics. On March 19, a Compliance Officer was here to audit our Department. He spent the morning going through our General Orders and Procedures and found us to be in complete compliance with the mandated State Law Enforcement Standards and Practices Program.
- **Contract Negotiations:** As Chief Cappiello reported at the March meeting, both the Police Officers' and the Dispatchers' Collective Bargaining Unit contracts expire on June 30, 2019. The next scheduled dates for negotiations with both unions are April 24 and May 8.

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

PERSONNEL MATTERS

- **Officer – Return to Full Duty:** The officer who has been out on an extended illness has received a full release from his physician and returned to work with no restrictions on April 1.
- **Family Medical Leave:** We have one Officer and one Dispatcher expecting their first child and both will be utilizing provisions of the Family Medical Leave Act. They can use sick time and vacation time for their medical leave.

BUDGET

- Preliminary Budget Meeting – April 22, 2019: Chief Cappiello reported that late this afternoon we received the actual proposed Operating Budget that will be presented at the meeting on April 22, 2019 at 7:30 in the Center Gym. Chief Cappiello noted the following changes:
 - Line 50430 - Police Overtime: Requested \$130,000 / Proposed \$110,000
 - Line 50500 – Longevity and Line 50600 – College Incentive: These lines were reduced due to personnel retirements and resignations.
 - Line 53510 – Repair & Maintenance – Machinery & Equipment: Reduction reflects the warranty for the new radio system, which is included for the first year. We will budget for that in FY21.
 - Line 57410 – Capital Machinery and Line 57470 – Capital Furniture & Fixtures: Both lines were cut 100%.

NEW BUSINESS

- There was no New Business to discuss.

OLD BUSINESS

- There was no Old Business to discuss.

ADJOURNMENT:

The Board voted unanimously (Gilbride/Falcigno) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:50 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBRIIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MINUTES

April 9, 2019

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Tuesday, April 9, 2019 at 6:15 p.m., in the Woodbridge Police Department Training Room.

COMMISSIONERS and LIAISONS PRESENT:

Chairman Robert Berke, Commissioner Matthew Gilbride, Commissioner Deborah Fried, Commissioner Stephen Falcigno, Joseph Crisco-Board of Selectmen Liaison

ABSENT:

Commissioner Deborah Desir, Paul Kuriakose – Board of Finance Liaison, Deputy Chief Raymond Stuart

POLICE DEPARTMENT ADMINISTRATION PRESENT:

Chief Frank P. Cappiello, Administrative Assistant Janice Innocenzi

PUBLIC COMMENTS/CORRESPONDENCE:

- There were no public comments or correspondence.

TRAFFIC MATTERS:

- WFBL – Road Closure: Chief Cappiello requested the Board approve Bethwood Baseball's application to close Meetinghouse Lane for pedestrian traffic from Center Road to the Library, for the Annual Opening Day Ceremonies on the Town Green on April 27, 2019.

The Board voted unanimously (Falcigno/Gilbride) to approve the closing of road for WFBL Opening Day.

ADJOURNMENT:

The Board voted unanimously (Gilbride/Falcigno) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:52 p.m.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBRIIDGE BOARD OF POLICE COMMISSIONERS

REGULAR MEETING

MOTIONS

April 9, 2019

APPROVAL of MINUTES:

- B.O.P.C. Regular Meeting – January 8, 2019
- B.O.P.C. Regular Meeting – March 12, 2019

The Board voted unanimously (Falcigno/Gilbride) to approve the minutes from both of the regular meetings of the Woodbridge Board of Police Commissioners held on January 8, 2019 and March 12, 2019.

PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or correspondence.

REVIEW of REPORTS

- Financial Report:

On a motion made by Commissioner Gilbride and seconded by Commissioner Falcigno, the Board voted to accept the Financial Report.

- *Votes in Favor: Gilbride / Falcigno / Berke*
- *Abstained: Fried*
- *Motion passes.*

- Activity Report:

The Board voted unanimously (Gilbride/Falcigno) 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:

- There were no motions made, no votes taken.

BUDGET:

- There were no motions made, no votes taken.

NEW BUSINESS:

- There was no New Business to discuss.

OLD BUSINESS:

- There was no Old Business to discuss.

ADJOURNMENT:

The Board voted unanimously (Gilbride/Falcigno) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:50 p.m. and move directly into the Regular Meeting of the Woodbridge Traffic Authority.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant

WOODBRIIDGE TRAFFIC AUTHORITY

REGULAR MEETING

MOTIONS

April 9, 2019

PUBLIC COMMENTS/CORRESPONDENCE:

- There were no public comments or correspondence.

TRAFFIC MATTERS:

- WFBL – Road Closure:

The Board voted unanimously (Falcigno/Gilbride) to approve the closing of road for WFBL Opening Day.

ADJOURNMENT:

The Board voted unanimously (Gilbride/Falcigno) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:52 p.m.

Respectfully submitted:

Janice Innocenzi

Janice Innocenzi
Administrative Assistant