

# WOODBRIIDGE BOARD OF POLICE COMMISSIONERS

## REGULAR MEETING

### MINUTES

June 11, 2019

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Tuesday, June 11, 2019 at 6:15 p.m., in the Woodbridge Police Department Training Room.

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

Chairman Robert Berke, Commissioner Matthew Gilbride, Commissioner Stephen Falcigno, Paul Kuriakose-Board of Finance Liaison

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

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

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

Commissioner Deborah Fried, Commissioner Deborah Desir, Joseph Crisco-Board of Selectmen Liaison

- *Chairman Berke called the meeting to order at 6:15 p.m.*

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

- B.O.P.C. Regular Meeting – April 9, 2019

***The Board voted unanimously (Gilbride/Falcigno) to approve the minutes from the regular meeting of the Woodbridge Board of Police Commissioners held on April 9, 2019.***

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

- There were no Public Comments or correspondence.

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

**Financial Report:** Chief Cappiello reported that we are in the final weeks of the fiscal year and we are at 86% of our budget used, so barring any significant weather events or crimes, we should finish the year within budget.

Commissioner Falcigno stated that it would be nice if we could come in under budget and make a token contribution to the General Fund instead of just throwing it away. So, if we come in under budget, that's what I would like to make sure the Commission does.

Commissioner Berke said he made another inquiry about the money owed to us from Bethany for the SRO and he was told that it is going to be pursued. It is going to be about \$100,000 that we have been paying and they have not reimbursed to us for almost a decade.

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

### Activity Report:

*Deputy Chief Stuart reported the following activity:*

- ISU: 4 New Cases (1 death investigation, a stolen motor vehicle recovered in New Haven, theft of rims from Crest, and investigation of a child abuse case with DCF.)
- Arrests: 2 - Active warrant served for a theft of checks at Crest and an arrest warrant served for a theft from Elm City Trailer.
- Burglaries: 1 (April) at Munro Muffler / ISU is working on an arrest warrant for a suspect.
- Larcenies: 3 (April)
- Larcenies from Motor Vehicles: 3 (May) The windows were smashed in several vehicles.
- Old Cases: Internet Fraud case (arrest warrant pending.)
- Fingerprinting Services: 22 (May)
- Overall Officer Activity: The totals were significantly higher this month, we also participated in Click-it-or-Ticket and DUI Enforcement.

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

### REPORT of the CHIEF of POLICE

- EMPG Grant: The Deputy Chief applies annually to the State of Connecticut for the federally funded Emergency Management Performance Grants. On April 10, we received notification that our application was approved and the Town will receive another \$5,000 in grant funds. The intent of the grant is to assist communities in maintaining their local emergency management programs. We work closely with the Finance Director to use the funds for the upgrade of computer monitors and related equipment for our Emergency Operations Center and Dispatch.
- DARE Graduation: Officer Lynch is winding down another successful year as SRO at Beecher Road School. On May 17, he conducted the annual DARE Graduation ceremony. The First Selectman and Chief Cappiello attended. During July and August, Officer Lynch will continue his role at the school on a full time basis, providing a presence at Woodbridge Recreation activities and other associated programs that continue throughout the summer as part of the agreement with the Board of Education.
- ARHS Internship: Over the last several weeks, we had an intern with us from Amity High School. The school offers an internship program near the end of each school year to graduating seniors called the Senior Service Learning Program (SSLP). The students spend time during the final weeks of school at a various job career locations and upon completion of the internship, the student returns to the school for the presentation forum where they share the different aspects of the job they experienced. This year, we participated in the program and hosted an intern from the high school for approximately three weeks from May 20 to June 7. The intern rotated between Patrol, the Detective Bureau, Dispatch, Records, the SRO at Beecher Road School, she went to New Haven Superior Court with our Detectives and to a Regional SWAT Team training exercise with our officers.
- ARHS Graduation: Amity High School Graduation will be Friday, June 14 at 4:00 p.m. on the football field. In the event of bad weather, it will be held in the gymnasium. We expect the usual temporary traffic congestion issues that we normally experience as the graduates and their families arrive. We will have ample personnel onsite and covering traffic posts.
- Contract Negotiations: The next scheduled dates for negotiations are June 14 and June 25 at 9:30 a.m.

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

### PERSONNEL MATTERS

- Hiring Process Update: We still have one (1) Patrol Officer position that remains vacant, which we are working to fill. We have advertised for Certified Officer Candidate and had three (3) going through the background investigation process. One withdrew his application, the second has received a Conditional Offer of Employment from another department, and a third application was just received a few days ago and we are waiting for that person to submit a resume. We are also enrolled in the upcoming South Central Criminal Justice Administration's Regional Testing process, which will provide us with a list of new recruit candidate applicants to consider.

- Award: Officer Michael Mastropetre was recently honored by the Federal Bureau of Investigation for the years of work he performed in their New Haven Office prior to coming to Woodbridge. In honor of his outstanding performance, Officer Mastropetre received national recognition from their agency and was awarded the FBI 2018 Task Force Officer Career Achievement Award. This is a very prestigious and well-deserved honor and we congratulate him.

**BUDGET**

- There were no Budget items to discuss.

**ADJOURNMENT:**

*The Board voted unanimously (Falcigno/Gilbride) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:30 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

## REGULAR MEETING

### MINUTES

June 11, 2019

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

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

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

Commissioner Deborah Fried, Commissioner Deborah Desir, Joseph Crisco-Board of Selectmen Liaison

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

- There were no public comments or correspondence.

#### **TRAFFIC MATTERS:**

- Request for “Children at Play” Sign – 27 Old Quarry Road: We received a verbal request from a resident inquiring about the possible installation of a “Children at Play” sign in the area of 27 Old Quarry Road. Deputy Chief Stuart has spoken with both the resident and the Public Works Director regarding the matter and is working to coordinate the best way to proceed with the request. This is only an advisory sign and is not associated with any type of enforcement action. The Public Works Director is not in favor of installing such a sign as he feels it creates a false sense of security. Deputy Chief Stuart will advise the resident to submit an official request in writing so it can go through proper procedures.
- 38<sup>th</sup> Annual Woodbridge Road Race: Chief Cappiello requested the Board approve a request from the Woodbridge Recreation Department to allow the 38<sup>th</sup> Annual Woodbridge Road Race to travel through town. This year’s event will take place on Saturday, October 5, 2019 from 8:00 a.m. until noon. The event is always well staffed and clearly marked with signs and traffic cones for safety. We will dedicate personnel to assist at main intersections, as needed.

***The Board voted unanimously (Gilbride/Falcigno) to approve the 38<sup>th</sup> Annual Woodbridge Road Race to travel through town.***

#### **ADJOURNMENT:**

***The Board voted unanimously (Gilbride/Falcigno) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:34 p.m.***

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

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#### APPROVAL of MINUTES:

- B.O.P.C. Regular Meeting – April 9, 2019

*The Board voted unanimously (Gilbride/Falcigno) to approve the minutes from the regular meeting of the Woodbridge Board of Police Commissioners held on April 9, 2019.*

#### PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or correspondence.

#### REVIEW of REPORTS

- Financial Report:

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

- Activity Report:

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

#### REPORT of the CHIEF of POLICE:

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

#### PERSONNEL MATTERS:

- There were no motions made, no votes taken.

#### BUDGET:

- There were no Budget items to discuss.

#### ADJOURNMENT:

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Respectfully submitted:

*Janice Innocenzi*

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#### TRAFFIC MATTERS:

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