

# WOODBIDGE BOARD OF POLICE COMMISSIONERS

## REGULAR MEETING

### MINUTES

**September 8, 2020**

Via ZOOM Platform (Governor Ned Lamont's Executive Order 7B)

Live Streamed – WGATV, Channel 79

YouTube link: <https://youtu.be/OXmy8skbpf8>

The Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority took place Tuesday, September 8, 2020 at 6:15 p.m., via ZOOM platform.

- *Chairman Berke called the meeting to order at 6:17 p.m.*

Chairman Berke conducted Roll Call:

Commissioners Present-

*Deborah Desir*

*Deborah Fried*

*Stephen Falcigno*

*Robert Berke*

Police Administration Present-

*Chief Frank Cappiello*

*Deputy Chief Raymond Stuart*

*Administrative Assistant Janice Innocenzi*

Absent:

*Commissioner Andrew Esposito, Jr. (Technical Difficulties)*

*Joseph Crisco, Board of Selectmen*

*Paul Kuriakose, Board of Finance Liaison*

### EXECUTIVE SESSION and ACTION TAKEN

*The Board voted unanimously (Fried/Falcigno) to move into Executive Session to discuss personnel matters regarding interviewing and hiring a new Dispatcher. (Chief Cappiello, Deputy Stuart and Administrative Assistant Innocenzi were invited to stay.)*

- Dispatch Candidate Interview
- Dispatch Position – Hiring
- Action Taken, as Appropriate

Action Taken:

- The Board moved out of Executive Session at 6:54 p.m.

*The Board voted unanimously (Fried/Falcigno) to extend an offer of employment to Jennifer Arpino as a Dispatcher for the Woodbridge Police Department.*

### **APPROVAL of MINUTES:**

- B.O.P.C. Regular Meeting – July 13, 2020:

*The Board voted unanimously (Falcigno/Fried) to approve the minutes from the Regular Meeting of the Woodbridge Board of Police Commissioners/Woodbridge Traffic Authority held on July 13, 2020.*

### **PUBLIC COMMENTS:**

- There were no Public Comments.

### **REVIEW of REPORTS:**

- **Financial Report:** Chief Cappiello reported that after finishing the first two months of FY21, we continue on track with approximately 17% of our budget used. At this point, the expenditures made were mostly contractual and the mandatory operational requirements including annual dues, service contracts, running purchase orders, etc. Some of the Police overtime is attributed to the recent tropical storm (\$14,400) and we are expecting that to be reimbursed to the Town through FEMA.

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

- **Criminal Activity Report (July/August):**

- Burglaries: 3 (2 Commercial Burglaries, 1 Residential)
- Tampering with Vehicles: 20 (In all but one case, the vehicles were unlocked)
- Larcenies: 2 (Portable generator stolen from a garage, accessories stolen off a car)
- Stolen Vehicles: 3
- ISU: Received 3 positive gunshot residue confirmations from the State Forensics Lab pertaining to three subjects arrested in connection with a “shots fired” call back in March at the intersection of Litchfield and Bradley. An arrest warrant will be prepared for the unlawful discharge portion of the investigation.
- ISU: An arrest warrant was served for a firearms case involving subjects who fled from the scene of a motor vehicle accident on lower Route 69 in April. Forensics results came back with a DNA hit on a firearm from the scene. After we made the arrest, the US Attorney’s Office adopted the case in an attempt to curb the uptick in violence in the greater New Haven area, and the subject in our case was indicted federally.
- ISU: In July/August, they processed a large number of requests for fingerprinting (26) and 36 requests for pistol permits were processed.

- **Motor Vehicle Activity (July/August):**

Deputy Chief Stuart reported that motor vehicle activity in July/August is very limited due to restrictions that were put in place by the Chief on March 18, 2020. Since March, motor vehicle activity has stayed consistent with restrictions put in place due to the pandemic, police reform, as well as the safety of the officers and the public.

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

### **REPORT of the CHIEF of POLICE**

- **Dispatch Consultant:** The Town hired a Dispatch Consultant to perform a review of Dispatch and provide a comprehensive report to the Board of Selectmen that outlines his recommendations based on industry standards and best practices, and give his suggestions on how to best achieve the recommendations that he makes. The consultant started his assessment, visited the Police Department twice, and he spent some time observing our Dispatchers during parts of B and C Squads. We look forward to working with him and hearing his recommendations as we move forward.

- Beecher Road School – Ad Hoc Security/SRO Committee: Chief Cappiello and Commissioner Fried were asked to participate as members of the Woodbridge Board of Education’s Ad Hoc Committee. Other members include Supt. Gilbert and now the new interim Supt. Christine Syriac will be taking over, Principal Lisa Sherman, representatives from the Board of Finance, WBOE, parents-at-large, Woodbridge Education Association, and the PTO. The charge of the committee is to make a recommendation to the Board of Ed pertaining to security personnel needs and costs for the FY21/22 budget. We have only had a limited number of discussions and meetings so far. Chief Cappiello will keep the Board advised of what transpires.
- Milford SRT: In 2007-2008, the police departments from Milford, West Haven, Orange, Ansonia and Woodbridge, formed the Southwest Regional Special Response Team. They trained together to respond to high-risk, tactical-type situations. Over the years, many of the towns dropped out and recently, Orange ended its participation, and the team was down to two officers from Woodbridge with the remainder of the team from Milford. With the budget cuts, our reduction in staffing this year, and the return of our two SROs to the schools, there was no way we could maintain our commitment to training with the team and maintain our daily staffing levels without having to spend a large amount of overtime. It is no longer cost effective for us to participate with that team and for those reasons I recently decided to end our participation. If we need the services of a Special Response Team, we will reach out to the CT State Police. The Chief acknowledged Officer Brian Pedalino and Officer Matthew Lima for their dedication, professionalism and commitment to the team; they represented our Department well.
- POST-C “CLESP” Program Audit: In 2018, new legislation was enacted stating that effective January 1, 2019, all CT law enforcement agencies were required to adopt and maintain certain standards and practices developed by the CT Police Officers Standards and Training Council. On August 24, a program manager from the State of CT POST Council came to our Department to review our General Orders. This year they audited sixteen (16) different areas ranging from family violence, pursuits, police misconduct, bias-based policing, missing persons, electronic defense weapons, body worn cameras, sexual assault investigations, missing persons and use of force, amongst others. Their goal was to determine if our agency had the proper policies in place, if they were current, and if the policies were being adhered to. Last week we received formal notice from the POST Council that our agency passed the State’s audit and satisfied all of the mandated requirements pertaining to their Compliance to Law Enforcement Standards and Practices Program (CLESP).

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

## **PERSONNEL MATTERS**

- Extended Absence: Chief Cappiello notified the Board that one officer would be taking an extended absence for the birth of his child. He will be utilizing his accrued time off, including sick and vacation time.
- Request to Carry Unused Vacation: Chief Cappiello asked the Board’s consideration to allow Administrative Assistant Janice Innocenzi to carry over ten (10) unused vacation days. She was unable to use her vacation time due to her workload, the ongoing pandemic and associated quarantine period. She has been trying to use her vacation time when possible, but in order to maintain the proper coverage to our office, she is limited to when she can take it in order to fulfill all of her other responsibilities. Recently, the Town came out with a new directive eliminating vacation carry-overs, which unfortunately came out in close proximity to her anniversary date of September 18. Commissioner Falcigno suggested making an exception to extend it through the rest of the year so she has the opportunity to use those days and then going forward, make sure that we comply with the new directive. Chairman Berke said he had a discussion with Beth Heller that she announced at the July/August Department Head Meetings that at the discretion of the First Selectman, they were no longer allowing employees to carry over vacation. Chairman Berke said Janice’s anniversary date, which she would be required to fulfill that, is almost impossible because there would not be enough time. Out of fairness, we discussed this and suggested we should allow her to take it through the end of the year. First Selectman Heller was okay with that, but I have been told that this will not be granted again; that was a strong directive from Town Hall and that is the policy the town wants to continue.

***The Board voted unanimously (Falcigno/Fried) that due to the situation mentioned about the inability to use her 10 vacation days by September 18, to grant Janice Innocenzi a special exception to extend it through the end of the year, allowing her to use them between now and December 31.***

- Letters of Recognition: Chief Cappiello recently gave letters of commendation and recognition to the following officers –
  - Letters of Commendation: Sgt. R.J. Scott, Officer Matthew Iannucci, Officer Frank Sapione, Officer John Lalli, CT State Police Sgt. Robert Olechowski, and CT State Police Trooper J. O’Connor and his K9, “Kaiser” for an incident in March involving gunshots in the area of Route 69 and Bradley Road. Three suspects were located in the woods, arrested, and a stolen firearm was retrieved.
  - Letter of Recognition: Officer Vincent Lynch for his successful completion of another year of DARE instruction, especially when faced with the challenge of the current COVID-19 global health pandemic. He was able to complete the year, and on short notice, work with the school to develop an unprecedented virtual DARE graduation ceremony to acknowledge the hard work by the students and make that program a success.
  - Letter of Recognition: Officer Leo Capozzo in regard to his response to a medical emergency on June 5. He is a State of CT Drug Recognition Expert and he noticed the symptoms of the patient being those of a narcotics overdose. He administered Narcan, started using the AED, began chest compressions, and shortly thereafter was able to assist the patient in regaining consciousness and getting him off to the hospital. Because of his medical assistance, the victim survived that incident.
  - Letter of Commendation – Unit Citation: ISU Sgt. A.J. Cappiello, Det. Richard Monaco, and Det. Michael Luzzi in connection with a TD Bank robbery in February. Based on their investigation, they were able to quickly make an arrest, secure an arrest warrant, and identify the subject to solve that case.
  - Letter of Commendation: Detective Michael Luzzi and other personnel responded to the report of another bank robbery at TD Bank on March 20. There was a report of a firearm being brandished. A description of the suspect was broadcast and shortly thereafter, a person matching the description was seen by Det. Luzzi in the Westville section of New Haven. Upon approaching the suspect, with the assistance of the New Haven Police Department, the suspect tried to flee, he was taken into custody after a brief chase and a replica firearm was recovered, and money seized from the bank robbery.
  - Letters of Recognition: Officer Brian Pedalino and Officer Karl Rodriguez-Perez acknowledging their continual support of the community through charity work. On short notice, in conjunction with the pandemic, they put together a Touch-a-Truck video presentation for the kids and their families from the JCC. They are always stepping up to spearhead the various volunteer efforts we participate in, collecting food, collecting donations during the holidays and No Shave November.

**ADJOURNMENT:**

***The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 7:33 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

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*Deborah Fried*

*Stephen Falcigno*

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Police Administration Present-

*Chief Frank Cappiello*

*Deputy Chief Raymond Stuart*

*Administrative Assistant Janice Innocenzi*

Absent:

*Commissioner Andrew Esposito, Jr. (Technical Difficulties)*

*Joseph Crisco, Board of Selectmen*

*Paul Kuriakose, Board of Finance Liaison*

**PUBLIC COMMENTS:**

- There were no Public Comments.

**TRAFFIC MATTERS:**

- Parking – Sperry Road: During the first weeks of July, we began having increased use of Sperry Park near the falls. We were told by some of the visitors there that Sperry Park had been advertised on social media and suddenly many groups of people began congregating there. Many were from out of town and showing up at the park with coolers, bathing suits and floatation devices. We responded to complaints regarding parking issues, littering and large groups congregating in violation of social distancing requirements, and swimming illegally in the falls area. We tried to increase patrols, posting of additional signage, but the problems continued. On July 21, working in conjunction with the Sperry Park Commission, Town Hall and Public Works, we all agreed it would be best due to health and public safety concerns that the unimproved portion of Sperry Road, the dirt portion, would be closed similar to how we do it during the winter months. The gates at both ends are locked to prohibit vehicular traffic but pedestrians are still welcome to walk through. All emergency response personnel, Police, Fire, EMS, have keys for routine or emergency access should they need it. The problem at the park has subsided, but we did have a recent incident last week around 10:30 pm where four individuals cut the chain with a bolt cutter and were trespassing in the park. Initially, one problem that arose with closing the gates was the parking at both ends of the park entrances, primarily on the north end where you enter from Morris Road onto Sperry Road. There is a house that was previously owned by the

Regional Water Authority, which has been vacant until recently, so it was never impacted before. The home has been remodeled and is currently occupied. The new owner has been in communication with the Chief, Town Hall, and Warren Connors regarding the parking so that access to her property and driveway is not blocked. We addressed the issue with temporary cardboard-type No Parking signs, but over time they were destroyed by the weather. Public Works has recently resolved that by replacing those signs with some additional and more permanent signs to prevent blocking access of both the gate itself and the resident's driveway.

- **Rte. 63 & Bradley Road:** On July 30, we were notified by the State of CT - Department of Transportation that they received a request from Senator George Logan requesting that a traffic signal be installed at the unsignalized intersection of Amity Road (Rte. 63) and Bradley Road. In the past, several official requests were made to the DOT by the Legal Traffic Authority (2009, 2011 and 2016), to perform a study to investigate putting a light at that intersection. During the last review in 2016, the DOT reported that the previous studies that all denied the installation of a traffic signal at that intersection, were all still valid since the traffic volumes did not significantly change and their most recent crash data did not reveal any kind of crash patterns that would warrant a signal at that intersection. The DOT advises that at the request of the Senator, they will initiate another study of the intersection and when it is completed, they will notify us of their findings.
- **Research Drive – Request to Use Cul de Sac:** Chief Cappiello received another request to use the cul de sac at the end of Research Drive. In July, the Board received and approved a request from Air Temple Arts, at 11 Research Drive, which offers aerial dance, circus, and movement classes, to use the cul de sac for an outdoor fundraising show and performance by their students and staff. The event was held on Saturday, August 15; and it went off without any problems and no complaints were received. Last week, they submitted another request to use the cul de sac on Saturday, October 10, for two shows at 2:00 pm and 6:00 pm. Similar to last month, they plan to provide seating on the grass and in the surrounding parking area. They estimate approximately 100 people attending. They got permission from the local businesses and they assure social distancing mandates are met. The rain date is Sunday, October 11. If the request is approved, the Chief will notify them that they need to follow up with notification to and approval from the Board of Selectmen.

***The Board voted unanimously (Fried/Desir) to approve the request to use the Research Drive cul de sac.***

- **Traffic Committee:** Deputy Chief Stuart will be meeting with the Traffic Committee tomorrow to discuss some areas in town where residents have reached out and expressed concerns over the past several months. Some of the areas include:
  - Speeding and increased traffic on Rice Road
  - Speeding on Old Still Road
  - Speeding on Route 67 (Seymour Road)
  - Traffic and parking in the area of Newton Road/Old Mill Road at the start of school.
  - A request for additional signage and posting to deter traffic violations on Route 67 (Seymour Road), and possibly on main thoroughfares where they enter our town.

We have been targeting those areas already in response to their concerns with increased patrols, police presence, D-Runs, and using the speed trailer.

**ADJOURNMENT:**

***The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 7:45 p.m.***

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi  
Administrative Assistant

# WOODBIDGE BOARD OF POLICE COMMISSIONERS

## REGULAR MEETING

### MOTIONS

September 8, 2020

#### EXECUTIVE SESSION and ACTION TAKEN

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#### Action Taken:

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#### PUBLIC COMMENTS:

- There were no Public Comments.

#### REVIEW of REPORTS

- Financial Report:

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

- Activity Report:

*The Board voted unanimously (Fried/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

Request to Carry Unused Vacation: Chief Cappiello asked the Board's consideration to allow Janice Innocenzi to carry over ten (10) unused vacation days.

*The Board voted unanimously (Falcigno/Fried) that due to the situation mentioned about the inability to use her 10 vacation days by September 18, to grant Janice Innocenzi a special exception to extend it through the end of the year, allowing her to use them between now and December 31.*

#### ADJOURNMENT:

*The Board voted unanimously (Desir/Fried) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 6:47 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

September 8, 2020

#### PUBLIC COMMENTS/CORRESPONDENCE:

- There were no Public Comments or Correspondence.

#### TRAFFIC MATTERS:

- Research Drive – Request to Use Cul de Sac:

*The Board voted unanimously (Fried/Desir) to approve the request to use the Research Drive cul de sac.*

#### ADJOURNMENT:

*The Board voted unanimously (Falcigno/Fried) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 7:45 p.m.*

Respectfully submitted:

*Janice Innocenzi*

Janice Innocenzi

Administrative Assistant