

Town of Montville  
**Montville Law Enforcement Feasibility Committee**  
**Meeting Minutes for Tuesday, February 3, 2015**  
6:30 p.m. – Room 203 – Montville Town Hall

1. Call to Order

Chairman Pike called the meeting to order at 6:33 p.m. after establishing a quorum.

2. Pledge of Allegiance

3. Roll Call

Present were Jeff Buebendorf, Joe DePasquale (7:37 p.m.), Robert Giffen, Victor Lenda, Wills Pike. Absent were Bill Bucko and Tim May. Also present were Lt. Leonard Bunnell and Resident State Trooper Sgt. James Smith (6:38 p.m.).

4. Presentations

Chairman Pike reported that he spoke with Union Executive Board President Robin Salvatore who stated that, while they are unable to attend this evening's meeting, they are interested in attending the Committee's next meeting. The Union Executive Board Members are: Robin Salvatore, Karen Moorehead, Addison Saffioti, Joe Kondash, and Ryan Spring.

5. Alterations to the Agenda — *none*

6. Approval of the

a. Regular Meeting Minutes of January 6, 2015

Motion made by Mr. Buebendorf, seconded by Mr. Giffen, to amend the minutes as follows:

~~A misconception exists regarding the economic feasibility of the Program since an RST's salary is sustained by the participating town(s), should towns decide to transition to an independent~~

~~PD. As such, he~~ He does not foresee the costs of the Program increasing in the near future, with the exception of salary increases due to inflation and collective bargaining agreements.

Discussion: Discussion ensued regarding the inclusion of a verbatim statement of the section to make the Major's point that, should a Town opt for an independent PD, the RST would retain his/her job and the State Police would, then, pay for the RST's entire salary and the exclusion of the sentence since it is not pertinent to their charge and including the Major's statement verbatim would place unnecessary emphasis on that statement. In addition, the minutes are not intended to be verbatim. Voice vote, 4-0, all in favor. Motion passed.

b. Regular Meeting Minutes of January 20, 2015

Motion made by Mr. Buebendorf, seconded by Mr. Giffen. Discussion: None. Voice vote, 4-0, all in favor. Motion passed.

7. Remarks from the public relating to matters on the agenda with a three-minute limit — *none*

8. Unfinished Business

a. Review of previous independent Police Department studies and reports

1) Presentation of Findings

Chairman Pike met with Finance Director Terry Hart, who, again, expressed her willingness to either answer any questions and/or meet with the Committee.

He also received the following proposed division of tasks from Mr. Lenda:

Chairman Pike & Vice-Chairman Bucko – Layout of the Presentation

Mr. Buebendorf & Mr. Giffen – Present day vs. Proposed Budgets

Councilor May – Non-recurring Costs & PowerPoint Presentation

Mr. DePasquale & Mr. Lenda – Staffing & Calls for Service

Due to the nature of their conversations, it was suggested that the individual groups meet and/or correspond with each other to gather and share any necessary information outside of their meetings. A draft of their section can, then, be shared and discussed with the Committee and the section revised, as necessary.

Chairman Pike stated that his goal is to have completed their report by and present their findings at the April Town Council meeting.

Discussion ensued regarding staffing, the use of the information provided by Lt. Bunnell and Sgt. Smith, and the necessity and/or pertinence of including that information in their report/presentation. Mr. Lenda related his thoughts regarding staffing based upon an estimated population, excluding the inmates at Corrigan-Radgowski Correctional Facility, of 17,000 and a 5/3 schedule. The presentations provided by the Lieutenant and Sergeant recommended a total of 31-35 officers, including the Police Chief and administrative staff, to not only provide adequate staffing, but to also handle those services currently provided by the State Police. The importance of providing a presentation that includes numbers that can be supported and are not based on a “wish list” was discussed. The primary goal of the Police Force is to provide safety and protection to the community that it serves and to maintain the safety of the officers. In order to do so, the Department must be adequately staffed. In addition, with adequate staffing, the officers’ response time would also improve.

It was agreed that the Department is currently understaffed. As such, comparing the current staffing numbers with a proposed staffing number for an independent PD would not be a fair comparison. To this end, the inclusion of their current staffing needs should be clearly stated and that number should be balanced with the needs of an independent PD allowing for a comparison of two equitable values.

Also discussed was the loss of mutual aid for routine incidents in relation to the need for adequate staffing. While the Department is currently understaffed, one might make the argument that they are, technically, adequately staffed with additional help available through the State Police. Should the Town transition to an independent PD, they will lose that cushion provided by the State Police. It is hoped that the number of calls will reflect their

need for additional staffing. While it would also be interesting to obtain the numbers as to how many times the State Police have been called upon to handle minor, routine incidents, it was stated that they are rarely called upon and that that number would be difficult to determine. It was noted that there is a Montville Patrol that floats throughout the Town and is available wherever and whenever necessary.

Presenting an aggressive two- to three-year plan rather than a four- to five-year plan was also discussed. A shorter plan is especially important with regards to the impending requirement for the Department's purchase of the new State Police radios. It would be favorable to create a plan outlining the costs for each year thereby reflecting the transition over a period of time.

Sgt. Smith reiterated the importance of the Committee to also consider the Detention Center when determining their staffing needs. Once a prisoner is brought into the Station, two officers will be required to process him/her and he/she will need to be monitored. The process will take at least one officer out of their patrol duties for a period of time immediately reducing their staffing. Based on their current number of arrests, just in DWIs alone, will stretch their staffing and manpower severely impacting the Department's ability to adequately serve the community. While it is possible to hire an unsworn officer to monitor the prisoner(s), the monetary issue will continue to exist. Transferring the prisoner(s) to Corrigan-Radkowski Correctional Facility is also an option, should they be able to obtain and maintain an agreement with them. In speaking with the Mayor, Chairman Pike stated that the current agreement with the Dispatch Center does not include the Detention Center and/or the monitoring of prisoners. Lt. Bunnell added that his and Sgt. Smith's staffing suggestions includes a Desk Officer who would be able to monitor the prisoner(s).

Mr. DePasquale joined the meeting at 7:37 p.m.

The Lieutenant added that, realistically, they would be able to hire six additional officers within a two-year time frame through an aggressive application process.

Capital expenditures such as cars and radios will need to be included. With respect to cars, currently, Montville Police Officers who reside in the Town are allowed to take a patrol car home. There are currently a couple of cases in which the officers, who reside out of Town have vehicles assigned to them and leave their vehicles at the station, which helps in the redistribution of miles. An officer residing out of Town may take a patrol car home should they be working a night shift and must return in the morning to work the day shift.

Mr. DePasquale reported that he has requested Lt. Bunnell to reach out to an individual who is familiar with the presentation of police budgets. There are three computations that they use for police service. They include calls for service, calls per capita, and calls per officer. These three different forms of computations are fluid, but will provide them with a number that may not appear so overwhelming to the public as it will simplify the numbers by

breaking it down to a per officer basis and, as such, would be a good number to include in their final report.

9. New Business

- a. To Consider and Act on a Motion to change the Tuesday, February 17 meeting date to Tuesday, February 11, 2015 at 6:30 p.m.

Motion made by Mr. DePasquale, seconded by Mr. Buebendorf, to hold a Special Meeting on Tuesday, February 11, 2015 at 6:30 p.m. Discussion: Alternative arrangements will be arranged for the Recording Secretary, who will be not be available to record the minutes that evening. Voice vote, 5-0, all in favor. Motion passed.

10. Remarks from the Public with a three-minute limit

Lt. Bunnell added that the training schedule would permit for the two final officers to be trained in April 2016 providing a total of 31 officers. In addition, because the 31<sup>st</sup> officer would be the Chief, there would be some flexibility in the scheduling as the Chief may not need to receive that training. A contingency plan to send the officers to the training centers in either Hartford or New Haven should there be no openings at the training center in Meriden can also be put into place. The Chief of Police must go through State mandated training, but need not be re-certified. Some Police Chiefs do obtain re-certification so as to be at the same level as their officers. Certifications are valid for three years. Lateral officers who have already received certification within that three-year period need only go through the necessary orientation process to become familiarized with their new environment.

11. Remarks from the Committee Members

Chairman Pike stated that he was pleased with the Committee's progress and the abundance of information they have compiled. He is looking forward to the upcoming presentation by the Union Executive Board Members.

12. Adjournment

Motion made by Mr. Giffen, seconded by Mr. Lenda, to adjourn the meeting at 8:15 p.m. Voice vote, 5-0, all in favor. Meeting Adjourned.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary