



# TOWN OF MIDDLEBURY

## POLICE COMMISSION

### MINUTES MEETING OF THE POLICE COMMISSION

**Monday, November 9, 2015 – 6:30 p.m.**

**Town Hall Conference Room**

**Present:** Commissioner Frank Cipriano, Chairman  
Commission Fran Barton  
Commission Kenneth Heidkamp  
Commissioner George Moreira

**Also Present:** Barbara J. Whitaker, Recording Clerk  
Linda Zukauskas, Reporter - Voices

**Excused** Commissioner Paul Bowler

**Absent:**

#### **Call to Order With Pledge of Allegiance**

The meeting was called to order by the Chairman with the Pledge of Allegiance.

#### **Approval of Minutes of Special October 5, 2015 Meeting**

Commissioner Moreira MOTIONED to approve the minutes of the October 5, 2015 Special Meeting SECONDED by Commissioner Heidkamp. Unanimous approval.

#### **Approval of Minutes of Special October 9, 2015 Meeting**

Commissioner Moreira MOTIONED to approve the minutes of the October 9, 2015 Special Meeting, SECONDED by Commissioner Heidkamp. Unanimous approval.

#### **Personnel and Labor**

Nothing to report.

#### **Building and Equipment**

Nothing to report.

#### **Rules and Regulations**

Nothing to report.

#### **Budget and Overtime**

Commissioner Bowler was not present to give his report.

#### **Chief's Report**

Commissioner Cipriano, Chairman said that the Chief would not be able to make tonight's meeting. He indicated that they are in the red for overtime due to the activities

Commissioner Heidkamp said in the first four months they have exhausted the annual budget. He requested \$50,000 for the budget for overtime and it was scaled back to \$22,000 by the Board of Finance. The Chairman said that we have to get with the program and unexpected things happen.

The Chairman stated that the Chief will attend the Board of Finance meeting on Thursday, November 12<sup>th</sup>. Commissioner Barton said that he feels that the Commission should make note of what the cuts are to the budget so that the following year when they are over, they can show the Board of Finance why they are over-budget.

Commissioner Heidkamp said that the wildcard continues to be overtime.

Chairman said that if something takes place during the officer's shift and they have to be called out, it leads to overtime. Commissioner Moreira said if one of the officers goes out on leave, it becomes more difficult. He added that no matter how many people you have you never have enough to zero overtime; there is not a lot of "wiggle room". If one officer goes out and something major happens, invariably it puts stress on the budget.

The Chairman said in the 1980's they had the same amount of officers that we have now in 2015, and that the Department needs to move forward in the Town because things have changed. We are down two officers and we cannot make headway.

The Commission agreed that they must show evidence of the expenditures. Commissioner Barton suggested letting the community know that the MPD suffers because the budget did not go through.

Commissioner Moreira said it is difficult to put a number on the overtime. He is not saying put \$400-000 in the budget, but we need to have estimates that are legitimate based on the personnel that we have. Commissioner Heidkamp suggested a contingency for overtime that can only be spent on overtime. In the October financials the November 3<sup>rd</sup> event has not been listed. Commissioner Barton said that the saving grace is that all four or five incidents were closed in a quick time span. If they were drawn out, it would have cost the taxpayers more.

The Chairman commended the Chief and the officers for solving the recent cases quickly. They showed strong expertise and workmanship.

### **Chairman's Report**

The Chairman stated everyone knows the Chief is leaving. We do not have a definite date, but he wants to compliment him on coming in 14 months ago and rolling up his sleeves and kicking the accreditation in gear. He is still working on it, but he is hoping that it is carried on. The Chairman wished the Chief well.

The rest of the Commission deferred comments on the Chief's leaving to the December meeting.

Commissioner Barton inquired if there has been any progress on the speed sign at Longmeadow School. The Chairman said that the Chief was going to look into this.

**2016 Meeting Schedule**

Commissioner Barton MOTIONED that Commission will continue to meet at 6:00 p.m. on the second Monday of each month in the Town Hall conference room except for October, when the meeting will be on October 19<sup>th</sup>, SECONDED by Commissioner Heidkamp. Unanimous approval.

At this time the Chairman stated that he is moving into his 16<sup>th</sup> year as being a Commissioner, and that he is very happy with working with the Commission and the Officers. He thanked the Board of Selectmen for supporting him, and thanked Barbara Whitaker as Recording Clerk and the voters for having confidence in him. He asked the Commission to support him on recommending that Commissioner Heidkamp becomes Chairman.

Commissioner Cipriano MOTIONED to appoint Commissioner Heidkamp as Chairman of the Police Commission, SECONDED by Commissioner Barton. Unanimous approval.

Commissioner Cipriano will be taking over Buildings and Grounds.

The Chairman stated that he is the second vice president of PCAC and that two years ago he recommended and supported Officer Kalvaitis to get the distinguished officer award. Commissioner Heidkamp is also a member.

Commissioner Heidkamp asked if there will be a small get together for the Chief. He will work on this.

Commissioner Barton inquired about the policies and procedures that the Chief has prepared; he asked if they need to be approved for the union. Commissioner said that before the Police Commission saw them the union already saw them before they were approved beforehand, and that it is stated in the minutes that the Chief reviewed the policies with the Town Attorney and union representation before presenting them to the Board of Police Commissioners.

**Adjournment**

Commissioner Heidkamp MOTIONED to adjourn, SECONDED by Commissioner Barton. 6:30 p.m. Unanimous approval.

Respectfully submitted,

*Barbara J. Whitaker*

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Recording Clerk