



# TOWN OF MIDDLEBURY

## POLICE COMMISSION

### MINUTES

#### SPECIAL MEETING OF THE POLICE COMMISSION

Monday, July 18, 2016 – 6:45 p.m.  
Town Hall Conference Room

**Present:** Commissioner Ken Heidkamp, Chairman  
Commissioner Fran Barton (entered at 6:56 p.m.)  
Commissioner Paul Bowler  
Commissioner Frank Cipriano  
Commissioner George Moreira

**Also Present:** Acting Chief Fran Dabbo  
Officer Ed Demers  
Officer Randy Ireland  
Barbara Whitaker, Recording Clerk  
Marj Needham, Reporter – Bee Intelligencer

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

Commissioner Cipriano MOTIONED to approve the minutes SECONDED by Commissioner Heidkamp. Unanimous approval.

#### **Approval of June 13, 2016 Meeting**

The Chairman MOTIONED to approve the minutes of the June 13, 2016 meeting, SECONDED by Commissioner Cipriano. Unanimous approval.

#### **Chief's Report – Acting Chief Dabbo**

At this time Chief Dabbo introduced Officer Ireland as the newest reserve officer with the Middlebury Police Department.

The Chief indicated that the traffic was very heavy for the 4<sup>th</sup> of July fireworks and that all of the parking lots at Quassy were filled to capacity. Additionally, traffic was blocked both ways on Route 64. The Chief reported that people were running over the temporary no parking signs.

The Chief reported that car 10 has been repaired, the door was repaired and it is back in service. On Wednesday it went for a new transmission which is under warranty.

Officer Demer's car needs a new transmission as well. His car is still under warranty as well.

Commissioner Barton entered at 6:56 p.m.

Chief Dabbo reported that Commissioner Barton has received a copy of the uniform and biased based policing policy. Attorney Smith said that he had a couple of corrections changing the public act to the statute numbers, but no changes with the content of the policy. The Acting Chief indicated that some of the policies presented by former Chief Viadero had not been approved by the Union first. The Acting Chief said he has added some content to those policies and he will work on how they will be handed out; and create an index and hold officers accountable once everything is accepted.

Commissioner Barton MOTIONED to accept the Biased Based Policing Policy, with the changes suggested by Attorney Smith, SECONDED by Commissioner Cipriano. Unanimous approval.

The Chief reported that the electronic speed trailer has been ordered. This will be placed in the problem areas for speeding. He would like to put it out for several days or a week. He will hire

**MINUTES - SPECIAL MEETING OF THE POLICE COMMISSION**

**Monday, July 18, 2016 – 6:45 p.m.**

**Town Hall Conference Room**

**Page 2**

reserve officers because full-time officers are going from one call to another. The Chairman suggested that the trailer be placed in front of construction zones.

The Chief received a complaint from a resident on Straits Turnpike. The resident requested that speed limit be reduced from 45 mph to 35 mph. The Chief explained that this cannot be done by the Town as Route 63 this is a state road. Commissioner Moreira said that there have been many studies done by the Department of Transportation (DOT) at the request of residents on both traffic and speed on Straits Turnpike. This resident lives between Richardson Drive and Park Road on Straits Turnpike. The Commission suggested that the Chief give the resident the contact information to the DOT.

The Chief said he received a request for a no parking sign on Avalon Farms. He is going to ride by there and take a look at it.

The Chief reported that a resident on Old Woodbury Road sent in a letter complaining about getting in and out of his street during the Triathlon. The resident indicated that the police officers give him a hard time about access. Chief Dabbo will speak with George Frantzis at Quassy about this matter.

The Chief reported that there was a 911 failure on Friday, July 16, 2016. He was on the phone with Northwest Communications to find out what happened, but no one knows for sure. All emergency notification staff uses AT&T which would be NEXGEN. The speculation is that a big server went down, but they have not heard anything officially from the State. Any agency that is supposed to go over to NEXGEN 911 is going to be put off until the problem is identified.

The Chairman said that he did not receive the Everbridge alert or email. He is not registered. He asked that the Chief and Marj Needham to get the word out to residents to register their phone numbers.

At this time Chief Dabbo handed out copies of the attached alarm ordinance. The fine was reduced from \$500 to \$300. With the current computer and interface system, the Middlebury Police Department does not have statistical information does not have any information. They have spent \$12,000 on the interface system and it is still not working well. The Chairman said that from what he hears on the scanner there are handful of homes and businesses that are the problem officer Demers said that they have gone to the same business every morning for a month, they've discussed this with the business owner. Commissioner Bowler suggested that the officers issue a written warning to the homeowners and business owners that constantly abuse the policy and after three warnings, the abuser be presented with a fine. Commissioner Barton suggested increasing the fee. Attorney Smith said that can only be done by the Board of Selectmen. Officer Demers suggested checking into whether Northwest can run a report on these calls. The Acting Chief will look into this tomorrow morning.

Commissioner Cipriano said that he spoke with the Chief about the signage to Meadowview Park, and the sign has been reposted. Officer Demers offered that when there are sports events, parents go through the wrong entrance. They haven't noticed a problem since the sign was put back up. Commissioner Bowler suggested that a stencil be placed on the floor of the parking lot that says "POLICE" and another labeled "FIRE" in front of the fire station.

Commissioner Bowler inquired about the meaning of "Miscellaneous 309" on the Police Department Activity Report. Acting Chief Dabbo said he would have to check with his Administrative Assistant.

## MINUTES - SPECIAL MEETING OF THE POLICE COMMISSION

Monday, July 18, 2016 – 6:45 p.m.

Town Hall Conference Room

Page 3

### **Chairman's Report - Chairman Heidkamp**

In the past two weeks, our Nation has witnessed the assassination of 8 police officers in Dallas and Baton Rouge. The Chairman requested that the Chief work with the men and women of the MPD and to talk with his counterparts in other agencies to ensure that the MPD is properly equipped to handle a retaliation catastrophe and that the officers are properly trained to handle these types of situations. The Chairman also requested that if necessary, the Acting Chief spell out any actions any, are in place to improve the relationship between our police officers and the citizens that they are sworn to protect.

The Chairman met with Chief Dabbo, Edward B. St. John, First Selectman and Robin Williams to discuss ongoing projects and current status to ensure that we are all on the same page. Some of these will be discussed in greater detail under Old or New Business. Areas of discussion included:

- CAD software at NW
- Computer usage – specifically Tough Books and the Air Cards
- Accident Investigation Unit
- LPR Scanner usage
- Vehicles on order
- Neighborhood patrols

### **Old Business**

#### **Committee Reports**

Commissioner Barton said that he and the Chief have been working on the handbook. He is currently reviewing the policy on the uniforms.

Commissioner Bowler said that he discussed the budget with the Chief. Once the budget is prepared, there is not much that can be done because they are responding to crisis and doing the best that they can with what they have. The Chairman said that they ended the year at a slightly lower deficit because of fuel savings however, they will have to monitor the overtime budget for the 2016-2017 fiscal year. They received an extra \$70,000 than what they had last year. Commissioner Bowler said that we have to be vigilant about the budget.

Commissioner Barton said that the original budget was on target, but they were cut about \$57,000. The Chairman explained that the entire budget for the MPD is 1.435 and the Department was over by 4.33%.

Commissioner Cipriano said that one of the oldest cars is down at the yard and is ready for disposal. The second oldest car's transmission was recently replaced. There are two cars on order that are leased. Commission Cipriano questioned why the cars were being leased rather than purchased.

Commissioner Cipriano said that he has not been in touch with the Public Works Director regarding the projects and upkeep at the MPD. The Chief will get in touch with the Public Works Director and get back to Commissioner Cipriano.

Commissioner Cipriano said he feels there was not enough man power during the fireworks on July 4<sup>th</sup>. At this time Commissioner Cipriano presented a drawing he made of a traffic plan implemented by Chief Calabrese in the 1980's for Christian Road during the fireworks. The plan

**MINUTES - SPECIAL MEETING OF THE POLICE COMMISSION**

**Monday, July 18, 2016 – 6:45 p.m.**

**Town Hall Conference Room**

**Page 4**

included closing Christian road at 9:30 p.m. Commissioner Cipriano suggested blocking the road with a police vehicle or a fire truck. Since the Chief does not have the manpower to enforce parking violations, he suggests that the street be closed and that an officer walks the road to give out tickets.

Chief Dabbo said that the plan was to make Judd Hill one way going southbound. The Chairman suggested that this be done the same way it takes place for Rev 3. Commissioner Bowler suggested that this be discussed again in February 2017. Commissioner Cipriano also suggested that tow signs be put up for the evening on that street.

The Chairman said that Waterbury Police Department switched over with Northwest at the end of June and there were some problems. They will be discussing a harmonization with the dispatch software. They will come up with a recommendation.

The Chief stated that all the officers should be geared up with their work uniforms and once the uniform policy is in place; they would order the Class A's.

**New Business**

The Chairman recommended and requested that the Acting Chief give some thought to posting information on the MPD website on how residents should act when they are pulled over. Commissioner Bowler asked if bullet proof glass should be installed with door panel inserts. The glass is too heavy. The Chief said that there is an upper armor option for \$8,000 on the cars. There was some discussion.

Commissioner Barton inquired about the status of the Chief's search. The Chairman stated that this would be discussed at the next meeting in Executive Session.

Commissioner Barton MOTIONED that the August 8, 2016 meeting be rescheduled to Monday, August 15, 2016 at 6:30 p.m. in the Town Hall Conference Room.

**Adjournment**

Commissioner Bowler MOTIONED to adjourn, SECONDED by Commissioner Moreira. Unanimous approval.

These minutes are submitted subject to approval this 20<sup>th</sup> day of July 2016.

Respectfully submitted,

*Barbara Whitaker*

Barbara Whitaker  
Recording Clerk