TOWN OF MIDDLEBURY

Police Commission

MINUTES
POLICE COMMISSION MEETING
Monday, June 8, 2015 – 6:00 p.m.
Town Hall Conference Room

Present: Commissioner Frank Cipriano, Chairman
Commissioner Fran Barton
Commissioner Paul Bowler
Commissioner Ken Heidkamp

Also Present: Barbara Whitaker, Recording Clerk
Marj Needham, Reporter – Bee Intelligencer
Linda Zukauskas,

Absent: Commissioner George Moreira

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 May 18, 2015 Special Meeting
Commissioner Barton MOTIONED to approve the minutes of the May 18, 2015 Special Meeting. Unanimous approval.

Police Department Committee Reports
Personnel and Labor – Commissioner Moreira
There was no report.

Building and Equipment – Commissioner Heidkamp
Nothing new to report.

Rules and Regulations – Commissioner Barton
Commissioner Barton handed the Chief rules and regulations he had reviewed.

Budget Process/Overtime Budget – Commissioner Bowler
Commissioner Bowler referred his report to the Chief.

Chief's Report
Chief Viadero said he had no new policies for review this month but he will have more prepared for the next meeting.

Chief Viadero said that the K-9 Graduation was last month and Officer Demers is back to work with K9 Jay. He graduated at top of his class.

The Chief stated that the Rev 3 went very well; there were 1,800 participants and there were over 70 police officers working from here to Litchfield. There was an Everbridge broadcast was put out for the forecast. They will have another event on June 20th and on July 13th, but there probably won't be a need to shut down as many roads. The Fourth of July fireworks will be held on Saturday, July 4, 2015 at Quassy Amusement Park. They anticipate a lot of traffic.

There was a report of a man that was flashing at Hopbrook last week and they were able to apprehend him. There was an arrest of a robbery suspect in a home invasion from February. There are several ongoing narcotics investigations, there was a heroin overdose in Middlebury last week and they are working on where the drugs came from.

The Chief continues to work on CAD interface with Northwest.

They had the opportunity to apply for a grant with Waterbury, Naugatuck and Wolcott, a BAT vehicle for DUI checkpoints. There is some funding that has to be done from the Town. They are checking on what the ultimate cost would be to the Town. It will be similar to a command post and will be multi-functional; if we get into a big storm it will be an operation base. This will be shared with the other Towns. It will be outfitted with radios on the different frequencies.

Firearm recertification will take place in July.

A letter of commendation for Officer Marcantonio was received.

As far as the budget is concerned, the Chief indicated that there will be overages on the holiday, overtime and reserve officer account. There were computer software is that were ongoing with Northwest. Commissioner Heidkamp asked what he thought the overage would be the Chief said he wouldn't have a definitive figure for another week or so.

Chairman's Report

Chairman congratulated the Chief on his one year anniversary and commended him on the great job he has been doing. He said that when he goes into the grocery story people tell him what a great job the Chief and the officers are doing.

Commissioner Heidkamp presented pictures he took at the last meeting of the Chief and a group picture of the Police Commission with the First Selectman.

Old Business
Commissioner Barton inquired about the letter to the Board of Finance on budget cuts and whether or not the Commission would move forward on it. Chief said that the budget has already been voted up on and settled, maybe next year this could be revisited. Commissioner Barton and the chief agreed to revisit this in March 2016. Commissioner Heidkamp said that the Commission should request that the Board of Finance liaison start attending Commission meetings, this way he could understand why the budget is over.

Chairman said that he requested a school zone sign on Route 188 and Benson Drive to give the officers more "teeth" for people going through a school zone.

The Chairman turned over the position of Traffic Authority over to the Chief.

New Business
None.

Correspondence
None.

Executive Session
Commissioner Bowler motioned to go into Executive Session to discuss Chief Viadero's performance review (attached), SECONDED by Commissioner Heidkamp. Unanimous approval. Chief Viadero was invited to sit in on the discussion.

Commissioner Cipriano MOTIONED to accept the performance review for Chief Viadero, SECONDED by Commissioner Heidkamp. Unanimous approval.

Commissioner Heidkamp MOTIONED to ADJOURN the meeting at 6:52 p.m., SECONDED by Commissioner Barton. Unanimous approval.

These minutes are submitted subject to approval this 9th day of June, 2015.

Respectfully submitted,

Barbara J. Whitaker

Barbara J. Whitaker
Recording Clerk

Board of Police Commissioners

Middlebury, Connecticut 06762

Frank Cipriano, Chariman

Francis Barton, Jr.

Paul Bowler

Kenneth Heidkamp

George Moreira

June 8, 2015

TO: Board of Selectmen

FROM: Board of Police Commissioners

RE: Performance Review – Chief James Viadero

Chief James Viadero is completing the first year of his 5 year contract and the Board of Police Commissioners wanted to provide feedback on his performance. We conducted a 360-degree feedback review by gathering direct feedback from the officers of the Middlebury Police Department, external sources (attached), as well as the Chief's self-evaluation.

Jim Viadero has made substantial progress in his first year in moving the department along the path to becoming an accredited department, which from the outset was viewed as a multi-year process.

In his first year, he made a number of equipment purchases to improve the safety and uniformity of the officers, initiated a fund-raising effort (+$11K) for a K9 replacement with subsequent training, worked with Northwest to begin to correct dispatch deficiencies and had ongoing training (Narcon, Firearms & Active Shooter). In addition, a new contract was ratified, he worked to improve officer morale, presented a number of policy & guideline updates, improved staffing by replacing staff lost to retirements and conducted numerous community outreach meetings.

From the internal (MPD officers) and external feedback (Region 15, Northwest & Westover School), it is clear that Jim Viadero brings a level of leadership and professionalism that is further reflected throughout the department. His clear communication and listening skills are a strength. Overall, Keith McLiverty (Region 15) summed it up best by saying the Chief brought the five "C's" of law enforcement leadership: Courage, Character, Commitment, Communication and Compassion. Please refer to the attachments for additional insight to his accomplishments.

In summary, Chief Viadero has met and in many instances, exceeded expectations during his first year. We look forward to working with him and the entire department in the coming year.

Sincerely,

Frank Cipriano

The Board of Police Commissioners
Frank Cipriano, Chairman

REGION 15
POMPERAUG
REGIONAL SCHOOL DISTRICT 15
Serving the Communities of Middlebury and Southbury, Connecticut

286 Whittemore Road
Mailing Address:
Post Office Box 395
Middlebury, Connecticut 06762-0395

Telephone 203•758•1743
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Keith McLiverty
Director of Finance & Operations

May 18, 2015

Attention Police Commission:

I am contacting you in regards to the performance of Chief Viadero since his arrival in Middlebury. We as a society, and a community, are facing new challenges every day. The severity of the issues has grown, just as their frequency. In order to deal with these issues successfully, the school district and the police department must have open communication, trust, and respect.

In reflecting on the Chiefs initial year, I recall the five "C's" of law enforcement leadership. Courage, Character, Commitment, Communication, and Compassion. These traits are essential in executing the tremendous responsibilities of running a police department in today's changing environment. People are more demanding, the types of crimes has morphed, the legal system has placed more demands on our police department's, and society as a whole has placed additional pressures and added stress on everyone wearing a badge.

Having courage as a Chief of a department is different than being a beat cop. Courage as a leader is not only chasing down a bad guy, or entering a domestic dispute, it includes making good decisions, ethical decisions when confronted with a situation. Courage as a Chief includes telling you the way it is, and what can and cannot be done in a given situation. Chief Viadero is a man with courage who is open, honest and direct with us in every given situation we have had that required this department's assistance or involvement. We know that should anything go wrong, he will be there and putting his life on the line for his community.

Chief Viadero is a man with the highest level of character I have ever encountered as police chief. Character is a defining characteristic of a leader, and a person with character is someone who does the right thing, and does it without hesitation or reservation. The character of a chief defines and shapes a department, and eventually becomes the culture of the department and the new paradigm. Chief Videro is a man with character, and we know that no matter the situation, he and the Middlebury department decisions are the right ones, and for the good of the community. We trust them and their handling of situations because of the demonstrated character they have, which starts at the top.

Being the leader of a department in today's demanding environment requires commitment. Being the head of the department means that 24/7 you are responsible for not only the department, but every situation that arises in the town and involves law enforcement. Today, the interaction between police department and school district has grown, and there is more interaction today than in any other time in history. Chief Viadero has demonstrated a commitment to not only making our schools and streets safe, he is committed to making the schools and school communities as safe as we possibly can utilizing our security staff and by conducting ongoing drills. We talk and visit frequently to review and improve the systems we have in place, and often it is late in the evening or on weekends that we converse. His commitment to us is never ending, and often when he is sacrificing time with his family and personal life, to assist us, that is the ultimate commitment.

One of the greatest problems in every organization today, and in society, is communication, or the lack of. Communication has never been an issue between the district and the Chief. He is in constant communications with us, and us with him. Communicating is not just speaking, it is speaking and listening, and a two way process. Chief Viadero demonstrate stellar communication skills and is in constant communications with us, and the communications are clear and concise, and at all hours of the day or night.

Today's world can harden anyone who sees the good and bad each and every day. Maintaining compassion is hard, and being in charge of a police department, with constant criticism and people second guessing you, even harder. Chief Viadero maintains a level of compassion that demonstrates his ability to work with people in a calming and soothing manner, while enforcing the law and protecting the community. A hard thing to balance, but Chief Viadero has demonstrated his ability to do this on countless occasions.

We are in challenging times, in our world, our state, and our towns and in our schools. Having a partner in law enforcement is essential and critical. Chief Viadero is a partner who we turn to many times for either his department's assistance or his professional and personal guidance. Having a working relationship is key, for each and every day we know that our children and staff are safe and should anything happen we know that the Middlebury Police Department, under Chief Viadero, is there to protect us. It is no longer "protect and serve", it is "protect, serve and work with" and that is exactly the relationship we have with the Chief.

I thank each of you for your work and efforts in working with the school district. I cannot think of a better partner in protecting the lives and property of Region 15 than Chief Viadero and the Middlebury Police Department.

Sincerely,

Keith A. McLiverty
Director

5/9/15

Ken,

After speaking with the police officers like you requested this is the information I had received concerning Chief Viadero since he has taken over as the Chief of the Middlebury Police Department. It is obvious that Chief Videro is well educated in policing and managing a police department. His professionalism and leadership is reflected through the officers and their work that is conducted daily. He treats all the employees at the police department with nothing but respect. Chief Viadero communicates clearly too all the employees about his vision for the direction of the police department in the future. Chief Viadero also takes a proactive approach to policing at the Middlebury Police Department. In closing Chief Viadero is an honest and fair leader who is a pleasure to work for and to work with.

Sincerely

Officer Alton L. Cronin

WESTOVER
SCHOOL

June 8, 2015

Dear Members of the Police Commission,

The Faculty and Administration of Westover School are so pleased with the relationship that has been created to date with Police Chief Viadero. He immediately made an effort to introduce himself to our community assuring us that he was available for us. This year he has worked closely with us on developing our current emergency policies. In doing this, he did a personal assessment of our facility and has made several recommendations. In addition, he instructed our entire faculty on proper emergency protocol and continues to be available for consultation. He brings an expertise that is very valuable to a boarding school environment.

Chief Viadero has continued to cultivate the relationship and is always available and responsive to any questions or concerns we have. Our community feels very comforted by the support he and the entire Middlebury Police Department have provided, and we look forward to our continued work together.

Sincerely,

Meg Eggert
Dean of Students

tel: 203-758-2423 · fax: 203-577-4585 · westoverschool.org
1237 Whittemore Road · PO Box 847 · Middlebury, CT 06762-0847

2014

Accomplishments

Chief James Viadero

Equipment Acquisitions

- ***Ballistic Shields***
- ***Lap top computers, internet access, video access, Centrix server purchased with assistance of Region 15, first in State***
- ***Rain Gear and Winter Coats (Uniformity)***

K9 Purchase

- ***Fundraising in excess of $11,000***
- ***Training to commence on 2/1015***

Computer software

-Booking Computer and Camera Operational

Northwest CMED

- ***Working to correct deficiencies in dispatch, software, operations, etc***
- ***Regular meetings with director***
- ***Ride- along scheduled with officers and dispatchers***

Training

- ***Narcan***
- ***Firearms***
- ***Active Shooter- ongoing***
-

Building Upgrades

-Video installed in Property Room

Contract Ratified

Fundraising for Explorer Program

Working to Improve Moral

Communication with Union

Policy updates being performed monthly

WARCOP – Connecticut Chiefs of Police Regional Meetings (Western District),

Elected Recording Secretary

Communication with Region 15 on School Security (Continual)

- *Installation of video system monitoring schools inside MPD*
- *Assisting Westover on school security Concerns*

Focus on continued Narcotics Investigations

Working with DPW on improving fleet maintenance procedures

Community Outreach

- Conducted numerous meetings and functions with various community groups and corporations.

Staffing

- Hired 10th officer, replacing staff lost due to retirements
- Recruiting officers for part-time officer status

2015

Goals and Objectives

Chief James Viadero Middlebury PD

*Continued Policy Revisions

*Establishing a workable budget that reflects the operations of the MPD

* Training

*Obtaining Grant Funding for programs at MPD

- Successful in obtaining $7,500.00 in funding from DOT
- Successful in obtaining $12,000 Jag Grant

*Staffing – Reserve Officers (recruiting qualified reserve officers to bolster the ranks of MPD)

*Supervision – PROMOTIONAL TESTING

*Eliminating any deficiencies that are present with the current dispatch system.

*Technology acquisitions that will make operations more effective and efficient.

*Contract revisions- making contract more efficient, workable to needs of agency.

*Reestablishing liaisons with surrounding agencies, working in a Task Force capacity as it pertains to narcotics investigations, traffic enforcement, and fatal accident Investigations.

*Serving on numerous committees with the Connecticut Chiefs of Police Association and POSTC which influence current law enforcement practices and operations.

*Preplanning on larger scale events that impact the community and agency: i.e. Griskus Races, Triathlon, Fireworks and other large event occurring at Quassy.