

**Suffield Police Commission**  
**Minutes of the Regular Meeting, October 20, 2010**

The regular meeting of the Suffield Police Commission was held on Wednesday, Oct. 20, 2010 at Suffield Police Headquarters, 911 Mountain Road, Suffield, Ct.

Present were: Chairman Don Miner, Commissioners Gary Paganelli, John Zavisza, Peter Hill, Linda Stevenson and Matt Joyal. Also present were Chief Michael Manzi, Captain Craig Huntley, and Recording Secretary Karen McKown.

**The meeting was called to order at 7:06 pm. by Mr. Miner.**

**CORRESPONDENCE**

Mr. Miner briefly went over the correspondence. He read:

- From Parks & Rec. Thanking, Capt. Huntley, Officer Antrum and the Explorers for their assistance with a 5K run involved with Suffield-on-the-Green.
- Copy samples of letters Officer Osowiecki sent following the K-9 fundraiser.
- Two letters from the Connecticut Cadet Police Academy, (formerly the Police Explorer Academy) (one to Chief Manzi, one to Lt. Brown) commending and thanking Lt. Rick Brown for participating by teaching DWI issues.
- From Capitol Area Substance Abuse Council, to Officer Terry Antrum, congratulating him for receiving from them, the CASAC Mentoring Award for 2010, presented because he has been sighted as a role model for children and young adults in Suffield. Officer Antrum was nominated by Peter Black of Suffield Juvenile Services.

**PUBLIC INPUT** None

**MINUTES OF THE REGULAR MEETING, SEPTEMBER, 2010**

**Mr. Hill then motioned to accept the minutes as presented. Mr. Paganelli seconded, and the motion carried unanimously.**

**MINUTES OF A SPECIAL MEETING, OCT 6, 2010**

**Ms. Stevenson motioned to accept the Oct 6 minutes, seconded by Mr. Zavisza. The motion carried unanimously.**

**DEPARTMENT REPORTS**

**Mr. Hill motioned to accept**, with Mr. Zavisza seconding, all of the department reports as presented except the Chief's, barring any Commissioner's questions or comments

**Budget Reports:**

Ms. Stevenson noted that two lines in the payroll report were missing their headings. This was corrected and there was some discussion of overtime expenditures, which actually showed to be in line with last year's spending.

**Activity Report:** Not discussed

**Detective Report:** Chief Manzi reported that an assault case Detective Sargent was working on was determined to have occurred in Southwick, Ma. Though due to the nature of the case, it could not be shared with the commission, Chief Manzi said that the Detective did a very thorough report, approximately 44 pages in length that was extremely well written and impressed the Chief. Detective Sargent turned his information over to Southwick for follow up

**Evaluations:** Mr. Minor stated he wasn't impressed with the written evaluations done this month. Though Capt. Huntley followed up with a report of his own, Mr. Miner was interested in getting more information. The Chief stated what he was looking for is really a management issue that department supervisors are responsible for day to day. Chief Manzi affirmed that at the end of the probationary year, the commission would have a recap of the 12 months for the current probationary officers. Mr. Miner said he was more interested in knowing whether there is proper documentation "behind the scenes". Capt. Huntley assured him that there was.

**K-9:** New Vehicle has been approved for purchase. It was believed that the B.O.F. recognized Officer Osowiecki's hard work with his fund raising efforts, though Mr. Joyal commented that it was a shame that a piece of equipment required by the officer to do his job, had to partially funded by that officer. The vehicle should have come, 100% from the town.

Mr. Hill motioned to accept the department reports, with Mr. Zavisza seconding. The motion carried unanimously

**CHIEF'S REPORT**

**Mr. Hill motioned to accept the Chief's report as presented**, unless the Chief wanted to highlight anything. Mr. Zavisza seconded the motion.

Chief Manzi reminded the commission that if they should receive an email titled "We are the world", do not open it, delete it immediately. He also said a burglary arrest this month was a feather in out cap. Neighbors called in suspicious activity that paid off. He also mentioned a new twist on purse snatching. Lately, thieves will attempt to get a lady's purse, get into her wallet and take out the credit cards, returning the wallet to the purse. On average, it takes about 5 hours before the credit cards are discovered missed and in that time, the thieves hit the credit cards as hard as they can.

The motion to accept the Chief's report carried unanimously.

\*\*\*Chief Manzi's full report is attached to these minutes\*\*\*

End of Chief's report

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**COMMISSIONER COMMENTS**

Geoff Miner arrived to report that he and a number of Suffield Explorers surprised Officer Antrum at his award presentation earlier this evening. He said it was a very nice event and Officer Antrum received a nice award.

Mr. Miner reported that the Boards of Education, Finance and Selectmen met to discuss next year's budget process. He distributed a handout that was given to him at that meeting and briefly touched on some of the topics discussed such as the growth or non-growth of the grand list; a small stipend that may be coming from the prison; the State is broke; the deficit is looming; inflation is low; interest rates remain low, and there will probably be no increases to pensioners;. The boards said salary and pension benefits are the biggest chunks of the budget; concern for public perception regarding a small grant received by the Board of Ed is an issue as well is health insurance. There was talk about the Town changing to H.S.A. Mr. Miner said that going to an HSA would in fact cost the Town more money, at least in the first two years, because the people that go for HSA's are the young and healthy

He also spoke of operating next year with a 1% increase, 2% increase, no increase or an actual decrease, as it impacts the 2011/2012 budget year. The BOF also talked about the process of presenting individual budgets by department or simply having the First Selectman present all of the budgets.

Mr. Miner said he was privileged to attend and speak at the Capitol Region Chiefs of Police Association meeting held recently. He said he was impressed with the group's common efforts to work out a blueprint for mutual aid. Mr. Miner said he thought they were a very effective group.

Mr. Hill said he wanted to acknowledge an officer's attempt to revive a cardiac arrest victim, who unfortunately later died. He mentioned that Officer Kieselback was one of the officers who administered aid to the gentlemen and that a few days later, he went to the gentlemen's wake. Mr. Hill said the family of the deceased was very touched by the officer's presence, and he said these are the things, the extra efforts that go above and beyond, that are what make the people in this town appreciate our officers so much.

Chief Manzi reported that former long time Dispatcher Martha Markowski, who retired to Florida, is losing her battle with cancer and the department's sincere wishes go out to the her family and friends.

**PUBLIC COMMENT**           None

**EXECUTIVE SESSION**

**At 7:55 pm Ms. Stevenson motioned to go into executive session. Mr. Hill seconded the motion which carried unanimously. The Executive session was called to discuss ongoing personnel issues.**

**The meeting adjourned at the end of executive session.**

Respectfully submitted,

Donald Miner,

Karen McKown

Chairman

Recording Secretary