

*Suffield Police Commission*  
*Minutes of the Regular Meeting, May 15, 2013*

The Regular meeting of the Suffield Police Commission was held on Wednesday, May15, 2013 at Suffield Police Headquarters, 911 Mountain Road, Suffield, Ct.

Present were Chairman Matt Joyal, Commissioners, Kenneth Pascoe, Kevin Armata, John Zavisza, Gary Paganelli and Linda Stevenson. Also present were Chief Michael Manzi, Officer Peter Osowiecki, and recording secretary Stacey Robins.

Mr. Joyal called the meeting to order at 7:00 p.m.

**CORRESPONDENCE**

From the Emergency Aid Association thanking the Suffield PD for sponsoring the food drive at Highland Park Market on April 13, 2013, in particular Officer Tom Kieselback for “spearheading” the event once again.

From Kelly Northrup thanking the Suffield PD for assisting her when her vehicle broke down, in particular Officer Chevalier.

**PUBLIC INPUT**

None

**MINUTES OF THE REGULAR MEETING – April 17, 2013**

**Mr. Paganelli motioned** to accept the minutes of the April meeting, seconded by Ms. Stevenson and the motion carried unanimously.

**MINUTES OF THE SPECIAL MEETING – April 24, 2013**

**Mr. Paganelli motioned** to accept the minutes of the special meeting as amended, seconded by Mr. Pascoe and the motion carried unanimously.

**DEPARTMENT REPORTS**

The Chief stated there is approximately \$350,000.00 left in the payroll budget. There are four pay periods left until the end of the fiscal year. We generally spend approximately \$70,000.00 per pay

period. May and June are generally larger pay outs due to employees using their accrued time prior to the end of the fiscal year. The Chief stated the department will probably come out with approximately \$30,000.00 left in the payroll budget by the end of the fiscal year. There is \$1,200.00 left in the office supply line item and over \$5,000.00 left in office supplies. The Chief stated that with some of the extra monies he plans to purchase four portable CO detectors for the officers to carry. As first responders he feels they would be useful to the officers and helpful items for the community. The detectors are \$288.00 each. He also is planning on using some of the surplus monies for extra details. We are in good shape as far as the budget goes and rather than turn back a large amount to the town at the end of the fiscal year he would like to use the surplus to the advantage of the department.

The July Police Academy class is full with four candidates on stand-by. Unfortunately our newest hire, Jeffrey Miner, may have to attend a different class. There is an October class that is a possibility. He still has to go through the preliminary hiring process (physical, polygraph etc).

Mr. Armata asked if we could use the surplus of the budget to buy a third cruiser this year. The Chief told him no and that any money turned back to the town goes into the general fund. Mr. Joyal asked why an admin vehicle would have fewer miles than a patrol vehicle. The Chief discussed purchase order problem w/ first and second new vehicle purchases second new vehicle coming in end of May.

Right rear wheel axel failing with current cruisers.

Mr Armata asked if all “administrative” cruisers needed to be “standard police type cruisers”. The Chief stated “yes”. Leased or “used” cars are not cost effective.

Discussion regarding buying leased and or used vehicles between Mr. Armata and Mr. Zavisza.

Discussion regarding monies from “off duty fund” going towards new vehicle purchases.

Mr. Joyal stated that he and the Chief are planning to meet w/ the First Selectman to discuss the “unfilled” position as well as “off duty” monies. Mr. Armata stated that the monies and how they are spent should go to a town vote.

Discussion regarding buying used vehicles as administrative cars. Liability issue.

Discussion regarding “off duty fund” monies staying with the police department. Will follow up with First Selectman.

Department buying two boxes of flares.

Mr. Zavisza motioned to accept Department Reports as presented. Seconded by Mr. Paganelli and the motion carried unanimously.

## **CHIEF’S REPORT**

Chief Manzi asking commission as well as local legislatures to “vote down” regionalization of local dispatch centers.

Chief states rise in burglaries (car/house).

Questions re: digital or analog radio. According to First Selectman McAnaney we are not going back to Analog (spoken at last Selectmen's meeting). According to Chief Manzi we are going back to Analog, but are continuing to the third phase of the radio project. Police Department is on digital now, but not staying there.

**Mr. Paganelli motioned** to accept the Chief's report, seconded by Ms. Stevenson seconded and the motion carried unanimously.

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

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Future objectives:

Mr. Armata stated accomplishments have been great. Chief stated you have to compare past accomplishments to future goals.

Active shooter scenario a new concept.

New gun laws.

Per Chief Manzi, policing has not changed in 40 plus years, technology has.

Blue Alert.

Storage building in the back of the police department.

### **PUBLIC COMMENT**

None

The Police Commission went into executive session at 8:08pm and returned to regular session at 8:53pm. No vote was made in executive session.

Respectfully submitted

Recording Secretary

Suffield Police Commission Regular Meeting,

March 20, 2013

Matt Joyal, Chairman

Stacey Robins