

MINUTES OF THE SPECIAL POLICE COMMISSION MEETING
of
Wednesday September 13, 2017

Commissioners Present: Joseph Savino, Chairman
Charles Knoche, Secretary
Marianne Coffin
Thomas Reynolds

Absent: George Kain

Also Present: Chief John Roche
Major Stephen Brown

These minutes are an overview of the meeting; not a verbatim text.

The meeting was called to order at 7:05pm by Chairman Savino.

Agenda Item #1 – Agenda Review

Chairman Savino requested a motion to move Agenda Item 5b to the beginning of the Agenda, to accommodate the UDC Commander. Commissioner Reynolds motioned to accept the change to the Agenda line-up; Commissioner Knoche seconded the motion.

All in favor

Chairman Savino stated that there would be an Executive Session for personnel matters following the Public Session.

Agenda Item #5b – Uniform Division Annual Report

Captain Terzian, Uniform Division Commander, greeted the Commissioners and stated that this is his fifth report to the Commission and that, as always, he was thankful and happy to have the support of the Police Commission. Captain Terzian reported:

Personnel: 32 Officers:

1 Captain, 5 Lieutenants, 5 Sergeants and 21 Patrol Officers. Captain Terzian stated that the Department is down one Officer at this time as Eric Boulware resigned in April.

Equipment:

Captain Terzian stated that the Officers' uniforms and equipment are replaced and upgraded as necessary. He stated that the Officers continue to do a great job of maintaining their uniforms and Department-issued equipment and he is very pleased with their care of the Department's equipment. Captain Terzian stated that due to the fact that the Department will be changing over to blue uniforms this year, there has been a minimum of uniform purchases.

Captain Terzian stated that the Division has eight Patrol cars (six of these are SUV's), 2 Supervisor cars (one is an SUV), 1 K-9 car for Officer Murray and K-9

Loki, 1 unmarked car for Special Patrol, and 3 SRO cars (assigned for school use but can be reassigned in times of emergency).

The fleet also consists of two Hummers which were given to the Department by the Federal government.

All of the patrol cars are equipped with radar. One vehicle has an LPR (license plate reader) providing Officers with up-to-date DMV information of all vehicles within range. In addition to fixed radar units, the Department has three hand-held laser units which the Officers like to use.

Records:

Captain Terzian stated that the Records Division is managed by Ann Touhy and Alison Heibeck and that both of these individuals do an outstanding job of organizing and maintaining the Department's records. Captain Terzian stated that this position is a huge responsibility and both employees perform their jobs well. Captain Terzian complemented the whole support staff at Headquarters who help the system run smoothly and make the Department what it is.

Division Statistics:

September 9, 2015 – September 7, 2016			September 9, 2016 – September 8, 2017		
DUI:	51		DUI:	33	
Narcotics:	Arrests – 18	Violations – 41	Narcotics:	Arrests – 4	Violations – 20
MVA:	622		MVA:	590	
Summons:	1,698	WW 2,246	Summons:	1,401	WW 1,775
Radar Summons:	1,303	WW/R 1,605	Radar Summons:	1,435	WW/R 1,883
Check Wellbeing:	204		Check Wellbeing:	219	
Domestic Incidents:	61		Domestic Incidents:	97	
Domestic Arrests:	45		Domestic Arrests:	45	
Missing Person:	20		Missing Person:	10	
Attempt to Locate:	43		Attempt to Locate:	38	
Possession Alcohol/Minor:	18		Possession Alcohol/Minor:	5	
Burglaries:	14		Burglaries:	4	
Larcenies:	72		Larcenies:	117	
Deaths:	7		Deaths:	15	
Medical Assists:	311		Medical Assists:	300	

Other Activities handled by the Uniform Division:

- **Bicycle Patrol:** Sgt. Durling and Sgt. Gogola, SRO Luis, SRO Daly and Det. Romero are our Bike Patrol Officers. Captain Terzian stated that bikes are a great community tool, keeps the Officer out with the people and allows for thorough security checks.

- Foot Patrols: performed by all Officers on all Shifts (to include Midnights) with positive feedback from business owners. This continues to promote a great Community-relations bond. Captain Terzian stated that he also performs foot patrol on Main Street and thinks it is a great way to connect with the public.
- DARE: Officer Samoskevich assists the SRO's with teaching DARE. This year P.O. Caba, who volunteered to teach DARE, has completed his training and will be assisting in this program with Officer Samoskevich. These Officers get positive feedback from those they teach and have good interaction with the students.
- Special Patrols: includes plain clothes Anti-Narcotic, Alcohol and Vandalism Patrols which have been working very well and the Officers enjoy the various details. This program has been successful and the Officers performing the details are extremely good at what they do.
- Public Relations: tours and crime prevention talks. Members of the Department also meet with local business owners to establish familiarity. Officers also visit the schools and interact with staff and children.
- Security and traffic control of all major Town events. The Officers always make sure everything runs smoothly during any event in Town and that all involved are safe.
- Texting and Radar Grants: The Ridgefield Police Department was a testing ground for the State texting program and because of its success here it was introduced across the country. We will continue these details. Radar grants have been discontinued due to no funding.
- Monthly Roll Call Training and Community Relations: Captain Terzian stated he is continuing this program, initiated last year, as he feels it is has merit, benefits the Department and has exceeded his expectations:
 - Each month, Supervisors are required to pick a minimum of three current topics to train and discuss with Officers at Roll Call.
 - In addition, each week, Supervisors are required to assign Officers to Community-relation type activities (speak with bike riders, meet with campers at Park & Rec, visit businesses, mingle at Carnivals, fairs, etc.)
 - Supervisors and Officers are encouraged to come up with special activities designed to improve relations with the Community.
 - At the end of the month, the Lieutenant submits a report to the UDC outlining the activities/undertakings for the month. These reports provide an overview of daily activity and helps identify marginal employees who may be in need of assistance in some areas.
 - Captain Terzian stated that he is working on an annual review program and will have Supervisors create check lists for major cases outlining the important things to remember and perform as a form of a refresher for cases that are not routine.

Commissioner Savino questioned the exit of Officers with less than five years' experience and if there was anything we should do to stop the flow.

Captain Terzian stated that he believes it is part of the new generation culture. The old school was that you secured a job and stayed there – a lifer. Now the trend is to gain some experience and move on to other opportunities. Captain Terzian and Chief Roche also stated that they feel the switch to a 401K in lieu of a pension is not a positive for new Officers even though it seems most departments are leaning in that direction.

Captain Terzian also stated that the Department tries to initiate new programs, such as the public relations program where Officers are encouraged to meet, speak and engage with shop owners, schools, theaters, etc. The Officers like this addition and even on Midnights, Officers will stop in to the gas stations to extend a hello to the employees.

Captain Terzian also stated that his group of Officers is very well trained to the point that they can be on the road and make their own decisions regarding a situation without having to call in for a Supervisor. Captain Terzian stated that this confidence is a credit to the Patrol Supervisors who make it happen.

Commissioner Reynolds asked Captain Terzian if he had any needs for his division. Captain Terzian stated that they really would like a pick-up truck and have wanted one for years but it seems that now, through generous private donors, this may come to fruition.

Commissioner Reynolds asked about the need for a second LPR. Captain Terzian stated that he has this item in the Capital budget and if we can get it, it would be awesome but, if not, we will plug along.

Commissioner Knoche asked if the new Officers are familiar with the schools. Captain Terzian stated that their field training encompasses school coverage and they have access to the school layout plans. The SRO's also are a big help to patrol on school matters.

Captain Terzian stated that his officers work well together and make his job easy – they bring the Department to a higher level.

The Commissioners thanked Captain Terzian for his time and for a good presentation.

Agenda Item #2 Minutes

Chairman Savino requested a motion to accept the minutes of the July 11, 2017 Special Police Commission meeting. Commissioner Coffin motioned to accept; Commissioner Knoche seconded the motion.

All in favor

Minutes of July 11, 2017 accepted as written.

Agenda Item #3a Commission Voice Mail

Commissioner Knoche reported that there were several voice mail messages since the July meeting:

1. Resident on Remington Road left a message about Stop lines not painted and speeding on Remington Road.
2. Resident left a message about trees blocking the view when making a left turn from Old West Mountain Road onto Armand Road.
3. Resident on Beaver Brook Road left a message about vehicles speeding on this road especially during the hours of 4pm – 7pm. Requesting *No Thru Traffic* signs. Chief Roche stated that this type of sign cannot be installed, he will assign the Traffic Sign Officer to review this area and increase the radar details.
4. Resident called to state that due to an accident of Cooper Hill Road, the stone wall was damaged and the No Parking signs need to be addressed. Chief Roche stated that he will notify Highway about the stone wall and the Traffic Sign Officer will check the signage.
5. Resident called to state that the Stop sign needs to be replaced at Rt. 33 to Olmstead Lane.
6. Resident called to question the 25mph speed limit on Farmingville Road. Since we have already addressed this concern, Commissioner Coffin suggested that we make a formal notice of the Town Ordinance confirming the 25mph speed limit on Farmingville Road.
7. Resident called regarding a crosswalk on Rowland Lane.

Agenda Item #3b Commission Written Correspondence**Annual Halloween Walk**

With the permission of the Commission, Chief Roche signed off on the State Highway application for the Town's Annual Halloween Walk which will take place on October 28, 2017. The Town has received approval for this event.

Bailey Avenue Parking – Shopkeeper's remarks**Book Store: August 7**

"In general, we strongly support the additional parking on the north side of Bailey Avenue. As you know, we own Books on the Common, so we are very familiar with the parking issues on this part of Main Street, Bailey Avenue, and the two public parking areas available to our customers (the Bailey Avenue lot and the Donnelly lot).

I participated in and attended most of the DOT discussion meetings for the Main Street 'improvement' plan. I don't believe that the plans have been finalized but it seems inevitable that some loss of parking spaces on Main Street will occur with this project. So it's important that we add 4 spaces. In addition, in general, we like parallel parking next to sidewalks because it provides the pedestrian with a buffer from the moving cars in the road (often, moving too fast on Bailey).

There are a few issues we'd like to raise:

1. We must have a loading zone located somewhere on the block. Our store receives UPS deliveries 5 days per week – usually between 10 and 20 cartons - requiring multiple trips in and out of our store, and even more during the holidays. We also receive FedEx deliveries once or twice a week and have FedEx pickups at our store at least once per week. These deliveries generally occur between 10am and 2pm during the weekdays.
2. The existing lower end 'loading zone' (which seems to run an excessively long distance in front of several stores, including Subway, Huttons, etc.) is apparently used by customers frequenting those shops. It doesn't seem right that an area marked for 'loading' is used by shoppers and, therefore, not patrolled by the PA.
3. The space in front of Bailey's Backyard should not become a parking space, outdoor dining is critical to the success of many of our restaurants in the summer months and allowing parking in front of Bailey's Backyard space would eliminate that possibility since the sidewalk there is quite narrow.

We have heard concern expressed that if parking is allowed on the north side of Bailey Avenue, there will be backups caused by people illegally parking next to Town Hall and that trucks will not be able to pass. While we have seen that happen on occasion, we don't believe that anticipating illegal parking is a reason to NOT create LEGAL parking! Once people get used to the idea that cars will be parked on Bailey Avenue, the illegal parking will cease (and if it doesn't, they should be ticketed).

As an aside (and not specific to the parking space issue), for purposes of better circulation for vehicles in and around Bailey Avenue/Main Street, we would prefer that the lower end of Bailey Avenue be re-opened to two-way traffic, from Prospect Street to the Bailey Avenue lot lower entrance. However, it seems that the Police Commission is adamantly opposed to that possibility. We remember when lower Bailey was 2-way and it made getting to the public parking lots on the east side of Main Street much easier. However, if that is not going to happen, it is critical that the so-called "Morganti blocks" be removed. We are very frustrated with the town's inability to make that happen. We remember when they appeared, overnight, so many decades ago. Having them removed would allow better movement in and out of the Bailey Avenue lot, and by extension, the Donnelly lot, and would get more cars off of Main Street itself."

Bake Shop:

"I am one of the retailers not in favor of adding parking to Bailey Avenue. I have several concerns. Most do with a negative impact on business and safety.

Most of us do not have back doors to accept merchandise. We have to take deliveries through our front doors. UPS, FedEx, the food service trucks, supply deliver trucks, etc. are already challenged with folks parking in the loading zones for more than 15 minutes, during the day. I can only imagine the struggles they

would encounter with folks parking in designated spaces and loading zones past the allotted times.

A lot of the Main Street retailers are challenged with no back doors too. Delivery trucks usually park at the top of Bailey Avenue and make deliveries on to Main as well as Bailey. It would add more congestion to Main with them trying to make deliveries without the current amount of loading zones on Bailey.

The space in front of my store (elizabetha's and on either side, 9 Bailey and Hutton's) is difficult for anyone, especially trucks, making a left out of the Town Hall lot if a car is parked in the current no parking or loading zone in front of our stores. A lot of times, it leads to honking and all of us trying to locate the owner of the parked vehicle. It would be worse if the spaces were designated.

The current loading zones are great for business, especially later in the day. Older folks who cannot find a close space and parents with kids have the luxury of pulling up, making a quick purchase and departing."

Book Store: August 28

"I just learned that our parking enforcement agent told our UPS driver today that he could no longer park at the upper end of Bailey Avenue (he never parked at the Main Street intersection - usually closer to the side entrance to our building, opposite the lower door entrance to Town Hall. Do you know what's going on? He was told he had to park down the street in front of Subway.

We (Books on the Common) receive anywhere from 12 to 30 cartons of books every day, and it is really inconvenient for the drivers to park that far down the street, especially during the winter months.

A few weeks ago, I emailed Chief Roche in response to his request for input from merchants on Bailey/Main, and of course I did not say that the loading zone had to be at the top of the block, but it being at the lower end of the storefronts on Bailey is the least convenient for us, and we probably get the most deliveries. I was hoping it would be somewhere in the middle, so the haul distance would be more equal between us and those at the end of the block."

Parking Authority Chair

"From past experience I am guessing that since the Town is changing an older, grandfathered, existing parking arrangement on Bailey that wasn't in total compliance with current fire and State codes, things now have to be compliant with proper distances from the intersection on Main St. (which is a State Road and technically under State traffics and parking jurisdiction).

Once the subject was opened up for change, the Fire Codes regarding the accessibility to the intersection and frontage were probably updated along with the State requirements for intersections to be clear for an 18 wheeler and larger vehicles such as that to have the ability to clear the intersection and make a wide swing from either direction.

Since the State will be very "eyes on" for compliance at all the intersections on Main St (RT35) we have the responsibility to be in compliance.

Some of the current parking and traffic patterns we have are treated as "grandfathered" because they were in compliance years ago, but have not been changed for many years. Once changes start being made then we are required to adhere to current state traffic and fire codes to be in compliance.

If they made the loading zone mid street, then that would create a traffic flow and emergency vehicle access issue for the Town Lot entrance and exit from Bailey.

Maybe UPS can park on Main Street when spaces are open, and usually if they are just doing a quick single parcel drop then they usually just leave the flashers on and hop in and out. The long term parking really has to be done in the loading zones or parking spaces since they are leaving the truck for a bit longer and in the interim an emergency or large vehicle may need to clear an intersection.

My own personal opinion is that most UPS drivers are well compensated for their services because they are hard-working resourceful employees that have a challenging job which is physically demanding, but they succeed in tough situations. My driver parks on Hope Street and loads his hand truck and walks up and down 2 blocks to do his deliveries and pickups. I think most UPS drivers are hard workers and adapt and improvise to achieve their objectives and walking a few extra yards to do their job is not going to be a hardship."

Agenda Item #4 Chief's Report

Resignation of P.O. Hawaux:

Officer Terence Hawaux submitted a letter of resignation, effective September 18, 2017. Officer Hawaux has accepted employment with the Brookfield Police Department; he thanked the Ridgefield Police Department for the opportunities provided to him and wished the Department success and safety in the future.

Commissioner Reynolds motioned to accept Officer Hawaux' letter of resignation; Commissioner Knoche seconded the motion.

All in Favor

P.O. Terence Hawaux' resignation effective September 18, 2017.

CO Detectors

Chief Roche reported that due to the defect noted in the Ford Police vehicles in Texas, the Department purchased two CO Detectors for Patrol use in monitoring our cruisers. Chief Roche reported that all of the Ford vehicles were checked and found to have no problem with carbon dioxide infiltrating into the passenger compartment of the vehicles.

Uniform Transition

Chief Roche reported that the Department's transition from the gray uniform to a blue uniform will be between November 1st and 15th.

Sign Report

- Installed '*No Parking*' signs on Bailey Avenue.
- Repaired the '*Keep Right*' sign on Limekiln Road.
- Installed and repaired the '*Stop*' sign on Remington Road/Peaceable Hill Road.
- Replaced the '*Stop*' sign on Bailey Avenue.
- Replaced the '*Stop*' sign on Bailey Avenue and Prospect Street.
- Replaced the damaged '*Stop*' sign at Florida Road/Florida Hill Road.
- Installed a '*Dangerous Curve*' sign on Old West Mountain Road.
- Repaired the '*Stop*' sign at North Street/Maple Shade Road.
- Replaced the '*Stop Sign Ahead*' sign on Perry Lane.
- Replaced the '*25 mph*' speed limit sign on Wilton Road East.
- Replaced the '*25 mph*' speed limit sign on Olmstead Lane.

Correspondence

- Thank you letter to P.O. Ryan for her help and assistance in answering questions from a resident.

Department Statistics:

Chief Roche highlighted the statistics for **July** 2017, a total of 1,729 incidents, to include: 83 Alarms, 29 Medical Assists, 10 Fingerprint applicants, 15 Radar Details, 4 Traffic Details, 34 Foot Patrols, 611 motor vehicle enforcement violations, 47 Motor Vehicle Accidents, 38 Public Relations contacts and 10 Speed trailer deployments. There was one (1) K-9 assist in July.

Chief Roche highlighted the statistics for **August** 2017, a total of 1,819 incidents, to include: 79 Alarms, 25 Medical Assists, 2 Controlled Substance violations, 24 Fingerprint applicants, 26 Foot Patrols, 5 Identity Theft incidents, 18 Radar Details, 4 Traffic Details, 713 motor vehicle enforcement violations, 55 Motor Vehicle Accidents, 8 Pistol Permits (56 to date) and 30 Public Relations contacts. There were two K-9 assists in August.

Training Report – July and August

July - SRO Luis, SRO Giglio and SRO Daly attended the National Association of School Resource Officers (NASRO) Conference in Washington DC.

- August - Sgt. Clarke attended the Lethality Assessment Update training at WCSU.
- PO Hartling attended Emergency Medical Dispatch (EMD) training at the Ridgefield Fire Department.
 - PO Hartling attended Telecommunications Training in New Haven.
 - Chief Roche attended the required annual Legal Update training at POSTC.

Community Policing/Public Relations Report – July and August

July - Captain Kreitz and Lt. Platt presented at SPHERE.

- August - SRO Giglio and PO Gjodesen presented a safety talk and showed the police cruiser at the Parks and Recreation Day Camp.
- The Junior Police Academy was held in partnership with the Boys and Girls Club of Ridgefield.
 - Det. Caswell presented a demonstration on fingerprinting at a local day care facility.
 - A car set clinic was held in partnership with The Prospector Theater. A total of 38 child passenger restraint systems were installed/checked during this clinic (Lt. Smith, PO Ryan and PO Caba).
 - A total of 27 child passenger restraint systems were installed or checked during July and August.

Upcoming Events:

- Safety Day – September 17th
- National Drug Take-Back Day – October 28th

Agenda Item #5a – Lease and Cruiser Bid SpecificationsLease

Chief Roche discussed with the Commissioners the specifications for the purchase of one (1) 2018 unmarked lease vehicle. The lease would be for three years – one time up-front payment. Chief Roche stated that he kept the same list of nine (9) makes of vehicles from Ford Explorer or Taurus, Dodge, Chevrolet, Nissan, Toyota, Jeep, Honda and Hyundai as possible selections. Chief Roche stated that the bid has a due date of October 10, 2017 by 11:00am.

Commissioner Knoche motioned to approve the bid specifications; Commissioner Reynolds seconded the motion.

Vote: In Favor: All
Opposed: None

2018 Lease Vehicle (1) Bid Specifications approved.Marked

Chief Roche submitted specifications for three (3) Utility Interceptors or three (3) Sedan Interceptors, or any combination of these vehicles. One of the present cars will be traded in and the other two will be purchased by Town departments – Parks and Recreation and Health.

Commissioner Knoche motioned to accept the 2018 vehicle specifications as presented by Chief Roche; Commissioner Reynolds seconded the motion.

All in Favor

2018 Ford Police Interceptors (3) Bid Specifications accepted as submitted.

Agenda Item #5b – Covered in beginning of meeting**Agenda Item #5c – Update of Chief's Goals**

Chief Roche reported (**updates highlighted**):

#1 HQ Upgrade:

On-going; Chief Roche stated that he keeps putting forward what steps we have already completed for this project. Chief Roche also stated that a few months ago, he sat down with a reporter from the Ridgefield Press for one hour detailing the plans for Headquarters' renovation but the interview never was published.

#2 Training:

Continue to train and educate all staff as illustrated in the monthly training reports.

#3 Community Partnerships:

Ongoing: RCCASA, Leir Foundation, Ridgefield Boys and Girls Club, Citizen Police Academy, Rotary Club, Men's Club, Chamber of Commerce, SRO's, DARE, Tours of Ridgefield Police Department, GRADD, E-Commerce Zone at Headquarters (safety zone which provides a safe place for citizens to make purchases or exchanges after conducting online transactions. The safe zone allows citizens to make transactions in public, with peace of mind, in a monitored location without fearing for their safety.)

#4 Central Dispatch:

On-going: radio system, Nexgen/Leas, Chief's Confidentiality Agreement with Fire Department staff, in writing, for Federal and State law adherence. This goal goes hand-in-hand with Goal #1.

#5 Department Chaplin Program and Officer Wellness Program:

New policy drafted and issued – giving Officers more guidance along with cards detailing contact information for Chaplins and EAP.

- Chaplin Ride-a-Long program is being set up.
- Major Brown is part of a Statewide Employee Wellness program.
- Changed EAP providers - the representative has met with Officers to provide program benefits and access information. **COMPLETE**

#6 Police Department Uniforms:

New uniform anticipated change-over – November 1 – 15.

#7 Professional Development:

Chief Roche stated that he registered for the IACP Conference in October 2017 which will be held in Philadelphia.

#8 Police Officer Survey:

Survey has been completed and is being reviewed by the Admin Staff for responses and action. **COMPLETE**

#9 Fair and Impartial Policing:

Captain Kreitz working with law group (Daigle) to schedule training for the December – January timeframe. Chief Roche attended a briefing on this class and feels that it will be beneficial to both the Department and the Commissioners. **COMPLETE**

#10 Physical Fitness:

Passed, August 8, 2017 @ 0930 hours. **COMPLETE**

Agenda Item #6a – Juvenile Review Board

Chief Roche stated that he is working on the set-up. He has approached three individuals who have agreed to be part of the board. Chief Roche will keep the Commission updated.

Agenda Item #6b – I-84 Update

Connecticut DOT is studying and preparing plans.

Commissioner Knoche motioned to adjourn Public Session and open Executive Session; seconded by Commissioner Coffin.

Public Session adjourned at 8:17pm.

Public Session commenced at 8:30pm**Retirement Extension of Major Brown**

Commissioner Knoche motioned to accept Major Brown's request for an extension to his retirement. Motion seconded by Commissioner Reynolds.

All in Favor

Extension to retirement granted to Major Brown.

Commissioner Coffin motioned to adjourn Public Session; seconded by Commissioner Knoche.

All in Favor

Public Session adjourned at 8:31pm.

Respectfully submitted,

Charles Knoche
Secretary

**MINUTES OF THE SPECIAL POLICE COMMISSION MEETING
of
Wednesday September 13, 2017**

Commissioners Present: Joseph Savino, Chairman
Charles Knoche, Secretary
Marianne Coffin
Thomas Reynolds

Absent: George Kain

Also Present: Chief John Roche
Major Stephen Brown

Meeting commenced: 8:17pm
Meeting adjourned: 8:30pm

Respectfully submitted,

Charles Knoche
Secretary