

**HONORABLE BOARD OF POLICE COMMISSION  
REGULAR MONTHLY MEETING MINUTES  
AUGUST 28, 2012  
EAST HAVEN SENIOR CENTER**

**Roll Call**

**Pledge of Allegiance**

**COMMISSIONERS PRESENT: Chairman Joseph Civitello, Vice-Chairman Carl Perez, Commissioner Louis Crisci, Commissioner Frank Piergrossi.  
(Commissioner Velazquez absent)**

**ALSO PRESENT: Chief Brent Larrabee, Deputy Chief John Mannion, Lt. Lennon, Sergeant Emerman, Robert Ranfone Union President Local 1662, citizens.**

**APPROVAL OF MINUTES: A motion was made by Commissioner Piergrossi to accept the minutes of June 26, 2012, seconded by Vice-Chairman Perez. All in favor. Motion carried.**

**APPROVAL OF MONTHLY REPORTS: A motion was made by Commissioner Piergrossi to accept the monthly reports for July/August 2012, seconded by Vice-Chairman Perez. All in favor. Motion carried.**

**PUBLIC COMMENT**

**Susan Stacy, Forbes Avenue: Addressed the commissioners regarding Kimberly and Forbes. She felt there were excessive accidents there and noted that accidents average one a month. She stated that she spoke with the Town Engineer and the three Councilmen from her district and several suggestions were made: closing the intersection, a blinking light. She also stated that people don't stop for the stop sign and some are on their cell phones.**

**Attorney Zullo commented that years ago a traffic study was to be done and they wanted to add an On Ramp at that intersection.**

**Commissioner Piergrossi stated that he suggested, when he was a police officer, that Kimberly be made One Way from High to Forbes. He asked if the Chief could contact the State.**

**Chief Larrabee commented that this was a local problem and we could possibly convene a public meeting with the residents and that we may also have to call the State.**

**Commissioner Crisci suggested we consult the town engineer.**

**Erika Santino**: Ask the board if there was a policy regarding making complaints about Face Book threats. She felt she was being threatened.

The Chief commented that this is an issue with one family against another. There is no clear policy but the problem she is having does not rise to a criminal level. We have no remedy.

Commissioner Crisci mentioned that there are two types of orders, a Protective order and a Criminal Order. It would have to go before the judge on this matter.

Chief Larrabee stated to Ms. Santino that he will take her complaint and send it to the States Attorney's office to be reviewed, but didn't think they would issue a protective order.

**Bonnie Erickson**: Addressed the board regarding the obscene noise levels on Coe Avenue. She stated that there were noise level laws and mentioned West Haven, where there is a quality of life program. The officers there will stop, by ear, noise levels that they consider inappropriate and give them a \$250.00 fine for loud mufflers and \$103.00 fine for loud radios. She also stated that 60 vehicles in the area had their tires slashed, that the perpetrators were caught but feels that more will be coming.

The Chief commented that there were 21 tires slashed (not 60) and the perpetrators were 12, 14 and 16 and that press releases were put out. The Chief stated that item 7 on this evening's agenda under Old Business will address some of her issues. Noise issues are very complex he said.

**Joseph Santino Jr.** 2<sup>nd</sup>. District Councilman, who is on the Council's Public Safety Committee) would like to see a "Cross Walk" sign in front of the Ocean Port store on Coe Avenue (where there was a fatality recently)

A motion was made by Commissioner Crisci to advise the town engineer to look at this section, seconded by Commissioner Piergrossi. All in favor. Motion carried.

#### **CORRESPONDENCE RECEIVED/SENT**

1. William Candela: Re: No Parking Sign on William St., North Corner of Silver Sands Rd.

#### **NEW BUSINESS**

**1. Discussion/action regarding Table of organization: Lt. Lennon's reassignment/shifting of responsibilities—Deputy Chief, Records Sgt.**

Chief Larrabee mentioned that we need a new table of organization. (Organizational Chart was sent to each of the Commissioners) He also mentioned that Lt. Lennon will be reassigned as of September 1<sup>st</sup>. to head the Detective Division, heading domestic violence, internal affairs, etc., Sgt. Emerman and the Deputy Chief will be taking over some of Lt. Lennon's responsibilities until the position is filled.

Chairman Civitello mentioned that the organizational chart shows a Sergeant in the Detective Division. The Chief responded that you should have a Detective/Sergeant. The contract language is clear. The Chief also stated that the Chart was based on 53 people and that he didn't assume for any expansion.

**2. Discussion/action regarding Statistics—calls for service, location of calls**

The Chief mentioned that we will be making some changes to the patrol chart. Chief Larrabee read from "personnel deployment and improvements" He commented that there were 20,000 calls per year, which was very robust for a small town. That number will probably go up to 25,000 this year. He stated that according to data, the supervisor responded to 2% of all calls for service. Based on this it supports that officers do not have a supervisor available and/or one does not respond to 98% of the calls for service. The Chief stated that the board should review the statistics and call or get back to him with any questions before next month's meeting.

**3. Discussion/action regarding Patrol Chart**

The Chief comment that we are going to have some change regarding the patrol beat layout and sectors.

**4. Discussion/action regarding Request for Sergeants test**

The Chief mentioned that he gave the job description to the Union for their comments.

A motion was made by Commissioner Crisci that a letter be sent to Civil Service requesting a Sergeants test, seconded by Vice-Chairman Perez.

**5. Discussion/action regarding Request for Lieutenants test**

A motion was made by Commissioner Crisci that a letter be sent to Civil Service requesting a Lieutenant's test, seconded by Commissioner Piergrossi. All in favor. Motion carried.

## **6. Discussion/action regarding training for first line supervisors**

**The Chief commented that training was very costly and that we were deficient in front line supervisor training. It is very costly for housing, travel, meals, etc., and that he would work up what it would cost by next month's meeting. He also commented that we didn't have very much in the budget and that it now costs \$1500.00 for a recruit to be sent to the academy.**

**Commissioner Crisci commented that he prefers to be pro active.**

## **7. Discussion/action regarding re-evaluating our agreement with South Central**

**The Chief mentioned that over the past 15 years we have spent \$12,000 a year to belong. He felt that we didn't have to use them for training. We will use them for the Detective and Sergeants test. He stated that he felt that we can run the recruit tests cheaper. Chief Larrabee did speak with Mr. Sherwood at South Central and felt that we weren't getting the most for our dollar and that the \$12,000 a year could be better used for first line supervisors training. The Chief said he was not saying that this was absolute, regarding South Central.**

## **8. Discussion/action regarding review of Precious Metals Policy—adoption of changes**

**Sgt. Emerman explained the one change, was that the monthly transaction report must be typed or computer generated and must be electronically searchable i.e. PDF, Microsoft Exel. An equivalent form may be substituted for the monthly transaction report form, provided that it contains all the same information as the town form. A copy of the town form shall still be submitted with the substitute form and must be filled out with a signature in section 4 attesting to the accuracy of the information contained within the substituted form. All this information will be on the policy when someone is applying.**

**A motion was made by Commissioner Crisci to accept the Policy as modified, seconded by Commissioner Piergrossi. All in favor. Motion carried.**

## **9. Discussion/action regarding review of fingerprinting program**

**The Chief commented that the police department fingerprints on Wednesday and Sunday mornings which is inconvenient for the police department as well as the citizens. He commented that he has looked into out sourcing. Our police officers have to be called off the road now to fingerprint. The company would bring in their own equipment and the price would go from \$5.00 to \$25.00. It would be more efficient to outsource. We do about 500 fingerprints a year. The**

**Chief stated he would look at their materials and get back to the board on his findings.**

**10. Discussion/action regarding Crossing Guards—new hires**

**The Chief stated that we were in dire need of Crossing Guards. Background checks were done and all those that applied were interviewed.**

**A motion was made by Commissioner Crisci to hire Sharon Dawley as a Crossing Guard for the East Haven Police Department to become effective August 29, 2012, seconded by Commissioner Piergrossi. All in favor. Motion carried.**

**A motion was made by Commissioner Crisci to hire Adam Laudano as a Crossing Guard for the East Haven Police Department to become effective August 29, 2012, seconded by Commissioner Piergrossi. All in favor. Motion carried.**

**A motion was made by Commissioner Crisci to hire Diann Streeter as a Crossing Guard for the East Haven Police Department to become effective August 29, 2012, seconded by Commissioner Piergrossi. All in favor. Motion carried.**

**11. Discussion/action regarding new Police Officer candidates—certified and non-certified candidates**

**The Chief asked that a letter be sent to Civil Service regarding the hiring of up to 3 certified names and the hiring of three non certified names.**

**The Chief commented that we have some candidates that speak Spanish. He also commented that we have gone through 60 names out of two lists and have only hired 1 person. It's a very shallow list. It's been difficult to get non certified officers. We are trying to mix and match but will not drop our standards.**

**A motion was made by Vice-Chairman Perez that a letter be sent to Civil Service requesting the names of 3 certified officers to hire, seconded by Commissioner Crisci. All in favor. Motion carried.**

**A motion was made by Vice-Chairman Perez that a letter be sent to Civil Service requesting the names of 3 non certified officers, seconded by Commissioner Crisci. All in favor. Motion carried.**

**12. Discussion/action regarding Website.[www.easthavenpolice.com](http://www.easthavenpolice.com) linked to Twitter/Face book**

The Chief commented that this has not happened yet and if it doesn't in the next two weeks we will be getting a new vendor.

## **OLD BUSINESS**

### **1. Discussion/action regarding Chief's job description**

The Chief commented that the job description was sent to the consultant and that once it gets back to the town it should be reviewed by the board.

### **2. Discussion/action regarding Detective job description-copy**

The Chief stated that this was given to the Union for review and he will bring it to the Civil Service Commission meeting on September 10, 2012 to be approved.

### **3. Discussion/action regarding Sergeants job description**

The Chief stated that this was given to the Union for review and he will bring it to the Civil Service Commission meeting on September 10, 2012 to be approved.

### **4. Discussion/action regarding Police Union Local 1662 Grievance 2012-2**

This grievance involves 4 officers who were not paid their clothing allowance. According to the Union, specifically Article 1X, they were entitled to this allowance.

Vice-Chairman Perez stated that contractually speaking the union was correct. Chairman Civitello also stated that even though it was hard to mince, they were entitled according to the Union Contract.

A motion was made by Vice-Chairmen Perez that Grievance No. 2012-2 be affirmed, seconded by Commissioner Piergrossi.

Roll Call Vote: Chairman Civitello: Yes

Vice-Chairman Perez: Yes

Commissioner Piergrossi: Yes

Commissioner Crisci: No

Motion carried.

### **5. Discussion/action regarding Police union Local 1662 Grievance 2012-3**

Detective Robert Ranfone stated that this Grievance concerned a union member who was denied light duty while another union member was working light duty.

Vice-Chairman Perez stated that this was discussed before.

**Atty. Zullo commented that it was never presented to the Mayor once it was tabled by the Board and time lapsed. President Ranfone stated that the Original Grievance was lost.**

**The Chief commented that there is no light duty. It has never been negotiated. The officer in question was told by workers comp he had to come to work for 4 hours a day. I denied this Grievance because there is no light duty. He also commented that you must be a fully functioning police officer when you come back to work (whether you work behind a desk as an administrator, or on patrol)**

**Vice-Chairman Perez stated that either the doctor says light duty or full duty. How do we solve this?**

**Discussion followed. President Ranfone commented that the union would like to sit down and discuss light duty.**

**Chairman Civitello commented that the perimeters of light duty would have to be refined as it creates a life of its own.**

**Attorney Zullo asked President Ranfone if the complainant was willing to withdraw the grievance. President Ranfone stated he will go to the complainant and ask.**

**A motion was made by Commissioner Crisci to table Grievance 2012-3 until President Ranfone gets back to the board, seconded by Commissioner Piergrossi. All in favor. Motion carried.**

#### **6. Discussion action regarding monthly reports at the East Haven Police Department**

**Chief Larrabee stated that Sergeant Emerman will be taking over all the detailed reports which will give all the Commissioners a clear picture of what is done during the month. The Commissioners will be sent the material on the Friday before the meeting.**

#### **7. Discussion/action regarding traffic-fatality-Coe-Hemingway/Traffic authority convenes a public meeting with traffic experts.**

**Chief Larrabee reported that speed was not a factor in the last two fatalities on Coe Avenue. This area goes past the capacity of the Police Department. We need traffic experts to look at it.**

**Vice-Chairman Civitello commented that back in 1984 they widened the road. He also said that the road is conducive to going fast. Deputy Chief Mannion reported that there are no sidewalks on Coe Avenue.**

**Attorney Zullo commented that Hemingway is State Road, Coe Avenue is a State Road up until the intersection of and Silver Sands.**

**Commissioner Crisci commented that maybe we can consult with the State. Attorney Zullo stated he would talk to State Legislators Fasano and Albis.**

#### **8. Discussion/action regarding Mutual Aid Agreement**

**The Chief commented that the Mayor signed the Mutual Aid Agreement several weeks ago. We have mutual aid with North Branford, North Haven and we will share resources.**

#### **9. Discussion/action regarding supernumeraries-dispatch on occasion.**

**President Ranfone stated that he agreed with the Chief regarding using Supernumeraries as dispatchers.**

**Chief Larrabee commented that it relieves the pressure on officers who are ordered in.**

**Commissioner Crisci asked about Civilian Dispatchers.**

**The Chief commented that he believed that we would go towards civilian dispatchers but it must be negotiated between the town and the union.**

**A motion was made by Vice-Chairman Perez to adjourn meeting, seconded by Commissioner Piergrossi. All in favor.**

**Chairman Civitello adjourned meeting at 8:45 p.m.**

**Respectfully Submitted  
Virginia Williams, Secretary**