

# EAST WINDSOR POLICE COMMISSION

REGULAR MEETING: July 10, 2019

East Windsor Police Department  
25 School Street, East Windsor, CT 06088

---

## 1. CALL MEETING TO ORDER AND ATTENDANCE:

Meeting was called to order at 7:00 pm by Chairman Leach. Commissioners Filipone, Hayes, Burns, and Long were present. Also present were Chief Edward DeMarco Jr. and Deputy Chief Roger Hart. Present in the audience were First Selectman Robert Maynard, Selectman Andrew Hoffman, Selectman Charles Szymanski, Ms. Sarah Muska, and Ms. Joan O'Rourke.

## 2. ADDED AGENDA ITEMS:

**MOTION** made by Commissioner Hayes to add Agenda #4E, Board of Selectmen: TRACS

**SECONDED** by Commissioner Filipone

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL THOSE VOTING, VOTE IN FAVOR. MOTION CARRIED.**

**MOTION** made by Commissioner Hayes to add Agenda #4F, Interview: Interview for police officer candidate

**SECONDED** by Commissioner Filipone

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL THOSE VOTING, VOTE IN FAVOR. MOTION CARRIED.**

## 3. PREVIOUS MEETING MINUTES:

The minutes from the June 12, 2019, regular meeting were reviewed by all commission members. **MOTION** made by Commissioner Long to accept the regular meeting minutes of 06/12/2019.

**SECONDED** by Commissioner Hayes

**ABSTAINED:** Commissioner Burns

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL THOSE VOTING, VOTE IN FAVOR. MOTION CARRIED.**

## 4. BUDGET AND EXPENDITURES:

**A) Police Department – Monthly Billing:** **MOTION** made by Commissioner Long to approve the monthly billing, in the amount of \$30,992.77 (includes Animal Control for 499.97).

**DISCUSSION:** Commissioner Filipone asked if this is the close of the year. Deputy Chief Hart explained there are still bills coming in and salary has to hit the line. Commissioner Filipone asked what the charge for Strategic Security is. Deputy Chief explained it's the vendor for building cameras. Chief DeMarco said they repaired and replaced cameras and brought them up to high definition.

**SECONDED** by Commissioner Hayes

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**B) Police Department – Financial Statement: MOTION** made by Commissioner Hayes to approve the monthly financial statements with a current balance of \$12,534.03.

**DISCUSSION:** Commissioner Filipone noted the department came under budget again this year. Chief DeMarco stated they did come in under approximately 1½% but won't know exact until all the outstanding bills and salary are complete.

**SECONDED** by Commissioner Filipone

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**C) Police Commission – Monthly Billing: MOTION** made by Commissioner Hayes to approve the monthly billing as of 06/30/19 in the total amount of \$125.00

**SECONDED** by Commissioner Long

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**D) Police Commission – Financial Statement: MOTION** made by Commissioner Long to accept the police commission monthly financial statement dated 06/30/2019 as submitted.

**SECONDED** by Commissioner Filipone

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**E) Board of Selectmen – TRACS:** First Selectman Maynard explained they are here tonight to talk about TRACS. Chairman Leach asked if they received his email and only Selectman Hoffman had. Chairman Leach stated he will send the email to all and then proceeded to read the email. He will also send them the email he received from Deputy Chief Lindstrom regarding TRACS. He went on to say the Police Commission is still in the fact-finding stage and once they have all the facts can come up with a list of questions they will need answered before making any decisions on the pound. There are other options such as fixing the current pound and regionalizing with a different organization such as Suffield. They are concerned with the TRACS contract, unwritten practices, cost analysis, and options (pros/cons) on the current facility.

Selectman Hoffman asked what the timeframe is for the Police Commission to do their fact-finding and what they can do to help. They are willing to get answers for any questions that

arise. He would like Chairman Leach to give him a written list of all questions, so he can get the answers for the Commissioners. He believes his cost analysis is accurate and conservative (he stated he didn't include the \$62,000 amortized cost of upgrading the existing facility) and is more than willing to go over any information there are questions on. He is willing to take anyone to the TRACS facility, too. He went to the facility three different times to ask questions and tour the facilities and believes we have an opportunity to go to a good, quality facility.

Chairman Leach said he didn't know what other information they could give at this time, but he only saw one contract and he wasn't sure it was the right one. He also believes some information in the analysis may be incorrect such as including the ACO salary as a savings since it comes out of the police department budget regardless of which facility we use. First Selectman Maynard handed out the contract and a TRACS flyer to the Commissioners, so they could review it. He stated he also gave the contract to the Town Attorney to review.

Commissioner Long asked when South Windsor and East Hartford signed the contract. First Selectman Maynard stated it was 2012 and there's no restrictions; they can leave whenever they want. Selectman Hoffman asked Deputy Chief Lindstrom about the administrative costs and said even though it's written in, no one has had to pay any so far. Commissioner Long is worried if one or more of the towns back out, East Windsor's rate would go up. Selectman Szymanski does not feel this is something we need to worry about as other towns are very happy with the costs and how the people work together at the facility.

Selectman Hoffman went on to say the TRACS facility is beautiful and the people are flexible and accommodating. Our current pound, which he's not putting down, has small 3x5 cages, whereas TRACS has 4x8 cages on raised platforms with air conditioning and heating with no outside walls to expose the animals to. He spoke to Deputy Chief Lindstrom about the condition of the facility and what it looks like for capital expenditures in the future. They just put a brand-new roof on and still have approximately \$15,000 left for expenditures from the surplus of what each town pays yearly. Selectman Szymanski stated people in these towns donate money, toys, and food to the facility. It's a good quality facility that takes in not only dogs, but birds, cats and small animals. He also spoke to the East Hartford and Manchester ACO's and they are happy with how TRACS operates and the facility.

First Selectman Maynard stated the TRACS facility is close to us and right at the end of Rye Street. It's an excellent animal control shelter that's up to current standards. The current pound in East Windsor is not up to current state standards. The current shelter needs \$61,000 to get it to be functional at state minimal standards. The animals aren't being kept at the state standard level. If the difference winds up being a few thousand dollars, that isn't what should come first – the care of the animals is the most important of all things.

Deputy Chief Hart wanted to ensure everyone that the current pound facility is up to code, and the animals are well taken care of by the ACO and officers. The facility is state inspected every year and the repairs that have been listed are suggested, not mandatory repairs. The building is not new, but it is kept in good repair and the Department of Public Works and former ACO has done a lot of work at the facility. The animals are in a safe, clean, secure and healthy environment at our current pound and the employees have done and continue to do a good job with the facility and animals.

Chairman Leach would like the Police Commission and the Board of Selectmen to sit down and go over the contract and details of the program to speak in depth about what they want to see in the contract and what they don't want in the contract. The Board of Selectmen agrees with doing this and would like a date before they leave so they can settle this matter.

The Board of Selectmen and the Police Commission agreed to meet on July 17, 2019, at 7:00 p.m. at the police department meeting room to go over the numbers. If the meeting room is not available, they will notify of another location, but the same date and time will be kept.

**MOTION** made by Commissioner Long to take “Public Input” out of order

**SECONDED** by Commissioner Burns

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL THOSE VOTING, VOTE IN FAVOR. MOTION CARRIED.**

**10. PUBLIC INPUT – Comments and Discussion (5 minutes maximum time per subject)**

Ms. Joan O’Rourke stated she is here to support the police department. The police officers are overworked and understaffed. She believes they do a great job with the resources they have and wanted to make sure it is known.

Ms. Sarah Muska inquired about the K-9 program still being in the budget for this year as she was assured it was. Chairman Leach explained they need to have a meeting with the Board of Finance and the Treasurer because the police budget is \$50,000 short and the \$12,000 that was missing from the training line is still not in the budget. He’s waiting to hear back from the Treasurer in order to get a date for a meeting. He will notify Ms. Muska of the meeting date.

**4.**

**F) Interview**

**MOTION** made by Commissioner Hayes to enter into Executive Session at 7:47 pm for interview for lateral transfer for position of Police Officer.

**SECONDED** by Commissioner Long.

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**MOTION** made by Commissioner Hayes to end Executive Session at 8:32pm

**SECONDED** by Commissioner Long.

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**MOTION** made by Commissioner Hayes to authorize Chief DeMarco and/or Deputy Chief Hart to make a conditional offer of employment to candidate for position of Police Officer contingent upon successful completion of background check and process.

**SECONDED** by Commissioner Long.

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**5. UNFINISHED BUSINESS:**

None.

**6. TRAFFIC AUTHORITY:**

None.

**7. NEW BUSINESS:**

None.

**8. COMMUNICATIONS:**

Chairman Leach received a card in the mail from Mrs. Dale Nelson that stated, "Thank you for the wonderful sendoff for Cliff". Chairman Leach thanked the police department and its officers for all that they did.

**9. MONTHLY REPORTS:**

None.

**11. EXECUTIVE SESSION:**

**MOTION** made by Commissioner Long to enter into Executive Session at 8:35 pm to include Chief DeMarco and Deputy Chief Hart for discussion on legal issues.

**SECONDED** by Commissioner Hayes

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**MOTION** made by Commissioner Hayes to end Executive Session at 9:21 pm

**SECONDED** by Commissioner Burns

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**12. ADJOURNMENT:**

**MOTION** made by Commissioner Hayes to adjourn the meeting at 9:21 pm.

**SECONDED** by Commissioner Burns

**VOTED IN FAVOR:** Commissioners Filipone/Hayes/Burns/Long

**ALL IN FAVOR, MOTION CARRIED.**

**Respectfully submitted,**

**Judith Tweedlie - EWPC Recording Secretary**