

**POLICE COMMISSION SPECIAL MEETING
MINUTES
April 17, 2023**

1. CALL TO ORDER

- a. The meeting of the Police Commission was called to order by Chair Jenna Caulfield at 5:01 P.M. in the Police Department Conference Room of the Simsbury Town Offices. In attendance were Commissioner Michael Long, Commissioner Travis Schweizer, Commissioner Eric Lemke, Chief Nicholas Boulter and Deputy Chief Chris Davis. Absent was Commissioner Tenesha Grant.

2. PLEDGE OF ALLEGIANCE

3. CORRESPONDANCE

- a. Commissioner Schweizer read the summary of letters received since the last meeting of the commission on March 13, 2023.

4. APPROVAL OF MINUTES

- a. After a motion was made by Commissioner Long and seconded by
 - i. Commissioner Schweizer it was unanimous:
 - ii. **VOTED:** To approve the minutes of the March 13, 2023 Regular Meeting.

5. REPORTS

a. Chair's Report

- i. The Chair attended the Board of Selectman budget meeting on March 13, 2023. The BOS ranked the budget and our additional patrol officer and an additional sergeant position were rated highly by the majority of board. The Board of Finance meeting was attended by the chair along with Commissioner Long. There will be a public hearing for the budget on April 14, 2023.
- ii. On April 13, 2023 the Chair saw Officer Sheahan while he was out on his Field Training. Ofc. Sheahan reported that things are going well and he is enjoying his transition to the Simsbury Police Department.

b. Chief's Report

i. General

- **Personnel-** We are currently still trying to fill two vacancies, 1 dispatcher and 1 police officer. Since the last Police Commission meeting, Deb Clark has joined us as the Animal Control Officer, Chris Sheahan was hired as a police officer and Jeremiah Kenney graduated from the police academy. Both Officers Sheahan and Kenney are in the field training program for the next several months. We are still experiencing many shift vacancies due to illness, injury leave, the 1 vacancy and the 2 officers on field training. 5 officers or 13% are out on extended leave. 20-30% of the patrol force is not currently available to work or work on a solo basis. Note: Kenney is expected to complete FTEP in August and Sheahan in July.
- **Recent/Upcoming Events-** Special Olympics Torch Run will be held during the first full week of June. Our leg of the run is with Avon again along Route 44.

- **Trends-** 9 vehicle thefts since January 1 – Most are left unlocked with key fobs/keys left in the vehicle.
- **Grants-** We are seeking approval this evening from the BOS to apply for Congressionally Directed Spending for funds to upgrade our Emergency Medical Dispatch system from a hand-held card system to a digital system and funds to update and enhance the Town Hall and Police Department access system. The grant request is for 100% coverage and is for \$112,000. We plan to apply for the COPS grant to support funding up to \$42,000 for each new officer over the next 3 fiscal years. We will bring that request to apply for the grant to the BOS at the next meeting, May 8, 2023.

ii. **Consolidated Monthly Report – February 2023**

iii. **Preliminary Monthly Activity Report – March 2023**

6. NEW BUSINESS

- a. **Radar/Traffic stops-** Commissioner Lemke wanted to commend the Department on their radar/traffic enforcement as he witnessed it first hand on Hartford Road where our officers are stopping vehicles.
- b. **Police Week-** Commissioner Lemke spoke about how the week of May 13-17 is police week. He proposed that the police commission look to provide meals for the department at some point during the week.

7. OLD BUSINESS

- a. **Facility Study-** The company was supposed to come evaluate our current space around now. The Chair will send out an email to get a status update and work on getting a date for this next step.

8. ADJOURNMENT

Commissioner Long made a motion to adjourn at 5:35 P.M., seconded by Commissioner Schweizer. All were in favor and the motion passed.