

**POLICE COMMISSION  
SUBJECT TO APPROVAL  
SPECIAL MEETING MINUTES  
NOVEMBER 14, 2016**

**1. CALL TO ORDER**

The Special Meeting of the Police Commission was called to order at 6:03 P.M. in the Police Department Training Room of the Simsbury Town Offices. Present were Chairman Michael Long, Commissioner James Fleming, Commissioner Edward Cosgrove, Commissioner Peter Tedone, Chief Peter Ingvertsen, Captain Nicholas Boulter and Lt. Fred Sifodaskalakis. Commissioner Brendan Walsh was not in attendance.

**2. PLEDGE OF ALLEGIANCE**

**3. UPDATE TO PLAN OF CONSERVATION AND DEVELOPMENT**

James Rabbitt, Director of Planning for the Town of Simsbury provided the Commission with an update on the Town's Plan of Conservation and Development. He explained the role of the Police Commissioners and encouraged them to ask questions and provide suggestions for the future growth of the town.

**4. CORRESPONDENCE**

Commissioner Fleming read the Summary of Letters received since the last Special Meeting of the Commission on October 31, 2016. (**Addendum 1**)

**5. APPROVAL OF MINUTES**

Commissioner Fleming made a motion, seconded by Commissioner Tedone and passed unanimously to approve the minutes of the September 12, 2016, Regular Meeting (**Addendum 2**) with the following amendment:

- **1. Call to Order.** *Commissioner Fleming acted as Commission Chair in Chairman Long's absence.*

Commissioner Cosgrove made a motion, seconded by Commissioner Fleming and passed unanimously to approve the minutes of the October 31, 2016, Special Meeting (**Addendum 3**) with the following amendments:

- **5. a. Chairman's Report, 4<sup>th</sup> dot point.** The Department has announced an opening for police officer. The chosen individual will fill the vacancy left by *(a recent retirement)* an officer who recently left the Department.  
(remove "a recent retirement")  
(add "an officer who recently left the Department")
- **5. b. Chief's Report, 6<sup>th</sup> dot point:** PFC Elizabeth Maher *(retired)* left the Department on October 5<sup>th</sup> and the Department has begun the process to replace her.  
(remove "retired")  
(add "left the Department")

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Commissioner Cosgrove made a motion, seconded by Commissioner Tedone and passed unanimously to approve the minutes of the November 2, 2016, Special Meeting.

**(Addendum 4)**

**6. PUBLIC AUDIENCE**

None

**7. REPORTS**

**a. Chairman's Report**

None

**b. Chief's Report**

Chief Ingvertsen reported the following:

- Halloween was uneventful.
- Eight police officer candidates were interviewed on November 1<sup>st</sup> and three moved forward in the process and met with the Chief. Preliminary background checks have begun on two of the candidates.
- On November 2<sup>nd</sup> an EPPI/ Emergency Planning Exercise was held in the PD for Simsbury. It was well attended by Town staff.
- The Dispatcher contract has been finalized.
- The final interviews to fill the PT Police Clerk position in the Records Department have been completed.
- The dedication ceremony for the completed Veteran's Memorial took place on Sunday, November 13<sup>th</sup> without incident.

**c. Consolidated Monthly Reports for September 2016  
(Addendum 5)**

No issues were noted.

**8. NEW BUSINESS**

**a. Discuss FY 2018 Budget Process**

Chief Ingvertsen presented the FY18 Draft Budget overview to the Commission. After some brief questions regarding: various methods that the Department might use to increase revenue; the Department's CNR requests; the reasons for the request for an additional full-time Dispatcher; the overall costs associated with the Department's Taser technology and the possibility of the need for additional personnel if the Department purchases Body Cameras, the Commissioners all indicated that they supported the draft budget as it was presented.

**9. ADJOURNMENT**

Commissioner Cosgrove made a motion to adjourn at 7:01 P.M. Commissioner Tedone seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

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Michael Long, Chairman

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