

**POLICE COMMISSION SPECIAL MEETING  
SUBJECT TO APPROVAL  
JANUARY 29, 2019**

**1. CALL TO ORDER**

The Meeting of the Police Commission was called to order by Chairman Cosgrove at 7:04 pm in the Police Department Training Room of the Simsbury Town Offices. Present were Chairman Edward Cosgrove, Commissioner James Fleming, Commissioner Michael Long, Commissioner Terry Fogarty, Chief Nicholas Boulter, Lt. Thomas Sheehan and Lt. Fred Sifodaskalakis.

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC AUDIENCE**

None

**4. REPORTS**

**a. 2020 Fiscal Year Budget by Chief Boulter**

The Commission agreed that it was their role to advise, prioritize, and recommend the department budget prior to approval by the Board of Selectman and Board of Finance and to support the Chief's objectives.

The Chief distributed an updated Initial Budget Process Memo and a FY20 Budget Process Schedule to the members and showed the detailed recommendations for each section of the budget- Police Department, Dispatch, Animal Control, and Emergency Management (formerly Civil Preparedness)

The Chief noted that the 5% increase to the overall budget was partial due to the SRO cost all being included in the budget rather than split with the Board of Education as it has in previous years. There will be a revenue offset from the Board of Education to cover their portion of the SRO expense.

With the IBPO Contract still in active negotiations, contingency funding has been included in the General Budget to compensate for unaccounted changes when the contract is signed.

The amount of time and effort required to maintain accreditation was discussed. The Chief feels it can be accomplished best with a new administrative position, Deputy Chief. Per town policy, a Service Improvement Request has been submitted to the Town Manager for a Deputy Chief instead of a budget line item.

The Commission asked questions concerning which of the budget items were top priority to the department. The Chief explained that the Deputy Chief position and staffing levels along with an increased overtime budget were priorities this year. The Commission expressed concern over Simsbury's low per capita rate of sworn officers as compared to local, regional, and national rates. Commissioner Fogarty commented that with the projected population increase of 4% by 2023, 11 additional sworn personnel would be

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needed to meet per capita averages in comparable towns. The Commission agreed this issue should be a focus and continually addressed by both the Police Commission and other departments as changes to the town are discussed. The Commission decided a Deputy Chief should be first priority for FY2020.

Despite the annual general wage increases and the annual step raises for some members, the total overtime budgeted has decreased every fiscal year since 2016, while the number of total hours has fluctuated. The Chief explained that the increase in the overtime budget was needed to cover the actual cost of overtime.

The need for each of the 6 capital non-recurring requests was discussed and the Commission concluded all to be of importance to the function of the Department.

- Body cameras are an industry standard now. The request is for 1 system for body-worn and car cameras to increase efficiency and replace outdated and broken equipment.
- Interview recorders are required by law and the current ones are not adequately functioning.
- The current building security cameras are breaking. They are also not covering 100% of the needed area and are at the server maximum so additional ones cannot be added.
- A feasibility study is needed to solve the issues of frequent disrupted radio communication.
- 2 larger supervisor vehicles are needed to provide increased access to emergency equipment.
- 3 new police vehicles are part of the annual rotation cycle to control maintenance costs.

After further questions and discussions, the Commission gained understanding of staffing and budget needs as presented by the Chief.

Commissioner Long moved: That the Simsbury Police Commission, having examined trends in police department organizational structure and population growth in Simsbury, hereby adopts as a policy of the Simsbury Police Department, effective as soon as possible, that the command staff shall consist of a Chief, Deputy Chief, and two others at either the Captain or Lieutenant (or any combination of the two) level. The motion was seconded by Commissioner Fleming and passed unanimously.

Commissioner Cosgrove made motion to accept the police department budget as presented with the adjustments to include a Deputy Chief position, seconded by Commissioner Fogarty. All were in favor and the motion passed.

Commissioner Cosgrove made motion to accept the dispatch budget as presented. The motion was seconded by Commissioner Fleming and passed unanimously.

Commissioner Fogarty made motion to accept the animal control budget as presented. The motion was seconded by Commissioner Long and passed unanimously.

Commissioner Cosgrove made motion to approve all of the capital non-recurring requests, seconded by Commissioner Fogarty. All were in favor and the motion passed.

**5. ADJOURNMENT**

Commissioner Fleming made motion to adjourn at 6:10 pm, seconded by Commissioner Fogarty. All were in favor and the motion passed.

Respectfully submitted,

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Edward Cosgrove, Chairman

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