



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

**POLICE COMMISSION  
REGULAR MEETING  
MONDAY, January 8, 2024  
TOWN HALL  
BOARD OF EDUCATION CONFERENCE ROOM  
5:00 P.M.**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CORRESPONDENCE
4. APPROVAL OF MINUTES
  - a. December 4, 2023
5. REPORTS
  - a. Chairperson's Report
  - b. Chief's Report
    - i. General
    - ii. Consolidated Monthly Report – November 2023
    - iii. Preliminary Monthly Activity Report – December 2023
6. NEW BUSINESS
  - a. Election of Police Commission Chairperson and Clerk
7. OLD BUSINESS
8. ADJOURNMENT

JAN 5 2024 AM 11:32  
IRISH MURPHY, TOWN CLERK

**Next Police Commission is scheduled for Tuesday, February 13, 2024 at 5:00 PM**

Telephone (860) 658-3200  
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[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

*An Equal Opportunity Employer  
8:30 - 7:00 Mondays  
8:30 - 4:30 Tuesday through Friday*

**Police Commission  
January 8, 2024  
Summary of Letters**

<b>Received From</b>	<b>Officer</b>	<b>Subject</b>
Resident	Simsbury Police Department	This resident wanted to thank the police department for all that they do. "It truly takes a special person to do what you do. As citizens we're not truly aware of all you encounter on a regular basis and the toll it must take on you. Thank you for showing up every day, for your courage, commitment and honor."
Resident	Ofc. Arnold Simsbury Ambulance	The resident recently required assistance and both Ofc. Arnold and the Simsbury Ambulance were dispatched. The resident stated that he received quality care from friendly and professional representatives. "they could not ask for more!"
Resident	Sgt. Russell	The resident had an employee that was concerned for their safety. They reached out to the police department and met with Sgt. Russell. He was "the kindest, most compassionate officer. He calmly listened to the entire situation." Ofc. Russell made the concerned party feel safe and listened to and was able to arrive at a safe solution for them. He was extremely helpful and professional throughout the entire interaction.
Chief of Berlin Police Department	Lt. Christian	Lt. Christian was recently a member of an oral panel for a sergeant selection for the Town of Berlin. Chief McNally expressed that Lt. Christian displayed knowledge of the job and professionalism that added to the credibility and thoroughness of this panel. "Lt Christian is a credit to your department."

**POLICE COMMISSION REGULAR MEETING**  
**December 4, 2023**

**1. CALL TO ORDER**

The meeting of the Police Commission was called to order by Chairperson Jenna Caulfield at 5:04 P.M. in the Board of Education Conference Room of the Simsbury Town Offices. In attendance were Chairperson Jenna Caulfield, Commissioner Eric Lemke, Commissioner Michael Long, Commissioner Travis Schweizer, Chief Nicholas Boulter, and Deputy Chief Chris Davis. Absent was Commissioner Tenesha Grant.

**2. PLEDGE OF ALLEGIANCE**

**3. POLICE DEPARTMENT FACILITIES PRESENTATION**

Tom Roy and Interim Town Manager Lee Erdmann provided a brief presentation to the board regarding potential options for addressing the need for additional space at the police department. Options included adding a modular space behind the existing building as well as potentially re-working existing spaces. Town Manager Erdmann pointed out that the architect felt that this option wasn't a great option as it wasn't very cost effective and still didn't address all of the police department needs. Additional discussion was had regarding the possibility of building a brand-new police facility.

**4. CORRESPONDENCE**

Commissioner Schweizer read the summary of letters received since the last meeting of the Commission on November 13, 2023.

**5. APPROVAL OF MINUTES**

- a. After a motion was made by Commissioner Lemke and seconded by Commissioner Schweizer it was unanimous:

VOTED: To approve the minutes of the November 13, 2023 Regular Meeting.

**6. REPORTS**

**a. Chairperson's Report**

- i. Chairperson Caulfield reported that new board of selectmen Curtis Looney will be the representative to the Police Commission.

**b. Chief's Report**

**i. General**

- The Chief reported that the department's annual toy drive would be held on December 15 and 16, 2023 at Tractor Supply on Hopmeadow Street. Additionally, the department would be participating in the annual skate and share at Simsbury Farms on December 22, 2023 from 1:30-3:30pm.

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

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

**7. NEW BUSINESS**

- a. none

**8. OLD BUSINESS**

a. none

**9. ADJOURNMENT**

Commissioner Caulfield made a motion to adjourn at 5:50 P.M., seconded by Commissioner Lemke. All were in favor and the motion passed.

**Simsbury Police Department  
Consolidated Monthly Report**

**November, 2023**

Activity	Period	Period	Increase/ (Decrease)	Period	Period	Increase/ (Decrease)
	11/1/2023	11/1/2022		11/1/2023	11/1/2022	
	11/30/2023	11/30/2022	11/30/2023	11/30/2022		
<b>Number of Incidents</b>	<b>3,869</b>	<b>3,495</b>	<b>374</b>	<b>38,586</b>	<b>43,291</b>	<b>-4,705</b>
<b>Criminal Activity</b>						
Homicide	0	0	0	0	0	0
Rape	0	0	0	0	1	-1
Robbery	0	0	0	0	2	-2
Assault	0	0	0	1	1	0
Burglary	0	0	0	10	9	1
Larceny	12	15	-3	147	112	35
MV Theft	1	2	-1	31	11	20
Arson	0	0	0	0	0	0
<b>Totals</b>	<b>13</b>	<b>17</b>	<b>-4</b>	<b>189</b>	<b>136</b>	<b>53</b>
<b>Arrests (Adult)</b>						
Part I Off	2	1	1	20	17	3
Part II Off	9	4	5	63	71	-8
<b>Arrests (Juvenile)</b>						
Part I Off	1	1	0	3	3	0
Part II Off	0	0	0	0	3	-3
<b>Totals</b>	<b>12</b>	<b>6</b>	<b>6</b>	<b>86</b>	<b>94</b>	<b>-8</b>
<b>MV Accidents</b>						
Fatal	0	0	0	1	1	0
w/ Injury	5	3	2	53	79	-26
Prop. Damage	28	24	4	253	252	1
Not Investigated	21	14	7	148	151	-3
<b>Totals</b>	<b>54</b>	<b>41</b>	<b>13</b>	<b>455</b>	<b>483</b>	<b>-28</b>
<b>Alarms</b>						
Intrusion	13	27	-14	380	435	-55
Fire	19	15	4	223	193	30
Medical	4	10	-6	63	75	-12
<b>Totals</b>	<b>36</b>	<b>52</b>	<b>-16</b>	<b>666</b>	<b>703</b>	<b>-37</b>
<b>Traffic Enforcement</b>						
DUI	5	0	5	30	41	-11
Summons	8	34	-26	292	351	-59
Written Warning	38	44	-6	525	371	154
Verbal Warning	238	149	89	2,371	2,510	-139
<b>Totals</b>	<b>289</b>	<b>227</b>	<b>62</b>	<b>3,218</b>	<b>3,273</b>	<b>-55</b>

**Simsbury Police Department  
Consolidated Monthly Report**

**November, 2023**

	Period	Period	Increase/ (Decrease)	Period	Period	Increase/ (Decrease)
Activity	11/1/2023	11/1/2022		1/1/2023	1/1/2022	
	11/30/2023	11/30/2022		11/30/2023	11/30/2022	
<b>Miscellaneous Activity</b>						
Aided Cases	171	173	-2	1,818	1,827	-9
Animals	41	49	-8	588	707	-119
Assistance Req.	113	101	12	1,376	1,341	35
Criminal Mischief	3	5	-2	38	25	13
Disabled MV	15	11	4	144	179	-35
Domestic	5	6	-1	87	95	-8
Escort	0	0	0	4	4	0
Fingerprints	52	55	-3	567	573	-6
Lockout	9	12	-3	153	127	26
Noise Complaint	9	2	7	83	65	18
Notifications	7	2	5	41	36	5
Open Doors	1	0	1	7	7	0
Parking Tickets	3	0	3	13	6	7
Suspicious Persons	8	49	-41	466	421	45
Transport	0	0	0	14	13	1
<b>Totals</b>	<b>437</b>	<b>465</b>	<b>-28</b>	<b>5,399</b>	<b>5,426</b>	<b>-27</b>
<b>Miles Patrolled</b>						
Car 10	2,135	1,616	519	21,468	19,196	2,272
Car 11	1,670	1,205	465	18,076	12,775	5,301
Car 12	1,750	1,775	-25	19,669	23,902	-4,233
Car 13	2,009	1,548	461	21,628	19,955	1,673
Car 14	1,395	2,170	-775	23,243	27,909	-4,666
Car 15	1,600	1,769	-169	12,233	20,873	-8,640
Car 16	680	1,788	-1,108	14,252	21,142	-6,890
Car 17	902	2,243	-1,341	21,967	21,258	709
Car K9	217	459	-242	2,814	1,745	1,069
<b>Totals</b>	<b>12,358</b>	<b>14,573</b>	<b>-2,215</b>	<b>155,350</b>	<b>168,755</b>	<b>-13,405</b>
<b>Personnel Activity*</b>						
Sick Leave (days)	22	92	-69	724	790	-66
Injured Leave (days)	57	20	37	344	104	240
Suspension (days)	0	0	0	0	0	0
Funeral (days)	2	2	0	16	15	1
Vacation Leave (days)	77	93	-16	1,082	1,046	37
Comp Time (days)	42	31	10	449	344	106
Family Leave (days)	0	0	0	0	0	0
Training (hours)	429	486.25	-57	4,609	4,210	398
Overtime (hours)	792	638	155	9,693	6,093	3,600
*Contains non-IBPO employees						

## Incident Statistics Report

12/01/2023 00:00 Thru 12/31/2023 23:59

Call Type Description	Total for Period
911 Hangup Call	56
ADMIN. MEDICATION DROP BOX	2
Administrative	1
Aided Case	180
Alarm - Fire	9
Alarm - Intrusion	17
Alarm - Medical	7
ALARM-FIRE-CHARGE	3
ALARM-INTRU-CHARGE	12
ALL OTHER CRIMINAL OFFENSES	1
Ambulance	52
ANCILLARY DUTIES	24
ANIMAL COMPLAINT - BEAR OTHER	9
ANIMAL COMPLAINT - DOG	17
ANIMAL COMPLAINT - OTHER	19
ANIMAL COMPLAINT- BEAR PROPERTY DAMAGE	1
Arrest Warrant Served	3
Arrest Warrant Served - FTA	2
Assist Agency/Person	109
Background Investigation	10
Burglary	3
CHILD CARSEAT INSPECTION	1
CIVIL COMPLAINT	2
COPS	93
COPS / PASS	1
Criminal Mischief	2
DISPATCH RELIEF	46
Dispatcher Entry	5
DISTURBANCE	1
Family Offense, Nonviolent	3
Family Violence Offense	6
FINGERPRINT DETAIL	20
FINGERPRINT PPA	2
FINGERPRINT TOWN EMPLOYEE	5
Fire	5
Follow-up	44
Fraud	13
Hazardous Condition	71
Larceny	9

## Incident Statistics Report

12/01/2023 00:00 Thru 12/31/2023 23:59

Call Type Description	Total for Period
LARCENY FR:MOTOR VEHICLE	2
Lockout	9
Motor Vehicle Theft	1
MV Abandoned	4
MV Assist	1
MV Check	19
MV Complaint	24
MV Disabled	13
MV ENTRY L/INFORMATIONAL	2
MV STOP	91
MV STOP DWI	2
MV STOP SPEED	104
MV TOW NOTIFICATION	4
MVA	18
MVA UNINVESTIGATED	6
MVA-DUI	2
MVA-FATAL	1
MVA-INJURY	4
Noise Complaint	5
Notification	9
Open Building	1
Parking Violation	2
PASS CHECK	92
Patrol Check	1391
Property Found	11
Property Lost	1
RECORDS MISC	14
REPORT PREPARATION	66
Suspicious Circumstances	28
Suspicious Person	7
Suspicious Vehicle	17
Traffic Assignment	47
TRAFFIC ENFORCE BIKE/PEDEST	1
TRAFFIC ENFORCE DIST DRV	2
TRAFFIC ENFORCE SPEED	79
Traffic Enforcement	47
TRAFFIC ENFORCEMENT REQUEST	4
Traffic Light Notification	3
Training	17



Incident Statistics Report

12/01/2023 00:00 Thru 12/31/2023 23:59

Call Type Description	Total for Period
Transport	1
WELL-BEING CHECK	17
<b>Total:</b>	3035

# YEAR-TO-DATE BUDGET REPORT

## Police

FISCAL YEAR 2024

RAN ON 1/4/24  
% of FY: 51%

Start Date: 7/1/2023      End Date: 1/4/2024

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51010	Pol*Full-Time	\$4,579,041.00	\$0.00	\$4,579,041.00	\$2,201,842.67	\$0.00	\$2,377,198.00	48%
51020	Pol*Part Time	\$26,641.00	\$0.00	\$26,641.00	\$15,889.38	\$0.00	\$10,752.00	60%
51030	Pol*Overtime	\$300,000.00	\$0.00	\$300,000.00	\$198,979.15	\$0.00	\$101,021.00	66%
51031	Pol*Overtime Training	\$57,800.00	\$0.00	\$57,800.00	\$39,610.55	\$0.00	\$18,189.00	69%
51040	Pol*Seasonal	\$69,300.00	\$0.00	\$69,300.00	\$24,523.45	\$0.00	\$44,777.00	35%
51060	Pol*Holiday Pay	\$150,331.00	\$0.00	\$150,331.00	\$59,604.96	\$0.00	\$90,726.00	40%
51101	Pol*Uniform Allowance	\$47,650.00	\$0.00	\$47,650.00	\$41,943.46	\$0.00	\$5,707.00	88%
51400	Pol*Education Reimbursement	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0%
52200	Pol*Contractual Services	\$64,045.00	\$0.00	\$64,045.00	\$20,743.12	\$516.49	\$42,785.00	33%
52410	Pol*Investigations	\$3,202.00	\$0.00	\$3,202.00	\$803.62	\$100.00	\$2,298.00	28%
52510	Pol*Copy & Printing Services	\$1,000.00	\$0.00	\$1,000.00	\$365.00	\$0.00	\$635.00	37%
53100	Pol*Office Supplies	\$5,520.00	\$0.00	\$5,520.00	\$884.06	\$272.30	\$4,364.00	21%
53105	Pol*Tech & Program Supplies	\$33,125.00	\$0.00	\$33,125.00	\$6,508.11	\$0.00	\$26,617.00	20%
53500	Pol*Medical Supplies	\$6,300.00	\$0.00	\$6,300.00	\$270.45	\$0.00	\$6,030.00	4%
53505	Pol*Chemical & Lab Supplies	\$328.00	\$0.00	\$328.00	\$0.00	\$0.00	\$328.00	0%
53700	Pol*Clothes & Safety Supplies	\$59,713.00	\$0.00	\$59,713.00	\$3,439.80	-\$1,304.79	\$57,578.00	4%
54310	Pol*Equipment Maintenance	\$10,750.00	\$0.00	\$10,750.00	\$4,809.41	\$623.35	\$5,317.00	51%
54320	Pol*Vehicle Maintenance	\$20,585.00	\$0.00	\$20,585.00	\$24,820.91	\$129.00	-\$4,365.00	121% **
55260	Pol*Gasoline	\$97,500.00	\$0.00	\$97,500.00	\$38,861.65	\$58,638.35	\$0.00	100% *
55310	Pol*Telephone Service	\$11,920.00	\$0.00	\$11,920.00	\$5,039.87	\$991.93	\$5,888.00	51%
57400	Pol*Conferences & Education	\$31,550.00	\$0.00	\$31,550.00	\$2,787.79	\$3,800.00	\$24,962.00	21%
57910	Pol*Dues & Subscriptions	\$4,990.00	\$0.00	\$4,990.00	\$2,131.58	\$0.00	\$2,858.00	43%
58810	Pol*Computer Software	\$7,562.00	\$0.00	\$7,562.00	\$9,187.10	\$0.00	-\$1,625.00	121% ***
<b>Grand Total</b>		<b>\$5,600,853.00</b>	<b>\$0.00</b>	<b>\$5,600,853.00</b>	<b>\$2,703,046.09</b>	<b>\$63,766.63</b>	<b>\$2,834,040.00</b>	<b>49%</b>

\* Entire Gasoline Budget is exhausted and moved to a separate account to manage.

\*\* Insurance payments were received in FY23. Payment on cruiser repairs was paid in FY24. Adjustment will be made to reflect this by Finance Dept.

\*\*\* All 3 Computer software programs had significant increases in the annual cost that were not factored in this current budget. This has been addressed in next years budget.

# YEAR-TO-DATE BUDGET REPORT

Dispatch

FISCAL YEAR 2024

RAN ON 1/4/24  
% of FY: 51%

Start Date: 7/1/2023 End Date: 1/4/2024

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/A DJSIMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51010	Disp*Full-Time	\$539,423.00	\$0.00	\$539,423.00	\$259,135.85	\$0.00	\$280,287.00	48% *
51030	Disp*Overtime	\$43,864.00	\$0.00	\$43,864.00	\$24,024.47	\$0.00	\$19,840.00	55%
51031	Disp*Overtime Training	\$2,000.00	\$0.00	\$2,000.00	\$3,439.86	\$0.00	-\$1,440.00	172% *
51060	Disp*Holiday Pay	\$11,184.00	\$0.00	\$11,184.00	\$6,150.01	\$0.00	\$5,034.00	55%
52200	Disp*Contractual Services	\$2,845.00	\$0.00	\$2,845.00	\$0.00	\$0.00	\$2,845.00	0%
53100	Disp*Office Supplies	\$740.00	\$0.00	\$740.00	\$156.82	\$8.61	\$575.00	22%
53105	Disp*Tech & Program Supplies	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0%
53700	Disp*Clothes & Safety Supplies	\$1,500.00	\$0.00	\$1,500.00	\$178.00	\$0.00	\$1,322.00	12%
54310	Disp*Equipment Maintenance	\$2,100.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$2,100.00	0%
57400	Disp*Conferences & Education	\$5,225.00	\$0.00	\$5,225.00	\$823.17	\$0.00	\$4,402.00	16%
<b>Grand Total</b>						<b>\$8.61</b>	<b>\$316,565.00</b>	<b>48%</b>

\* There was a glitch in Finance and Regular OT was being pulled incorrectly from Training OT account. Finance is aware and will be correcting this in next weeks payroll. Currently there has been approximately \$461 in training OT so far this year which would be 23% of the budgeted amount

# YEAR-TO-DATE BUDGET REPORT

## Animal Control

FISCAL YEAR 2024

RAN ON 1/4/24  
% of FY: 51%

Start Date: 7/1/2023 End Date: 1/4/2024

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED			
51010	Anim* Full-Time	\$64,246.00	\$0.00	\$64,246.00	\$35,080.50	\$0.00	\$29,166.00	55%			
51030	Anim* Overtime	\$1,316.00	\$0.00	\$1,316.00	\$0.00	\$0.00	\$1,316.00	0%			
52400	Anim* Advertising	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0%			
52510	Anim* Copy & Printing Services	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0%			
53100	Anim* Office Supplies	\$50.00	\$0.00	\$50.00	\$0.00	\$5.87	\$44.00	12%			
53105	Anim* Tech & Program Supplies	\$725.00	\$0.00	\$725.00	\$0.00	\$0.00	\$725.00	0%			
53600	Anim* Parts Supplies	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00	0%			
53700	Anim* Clothes & Safety Supplies	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	0%			
54320	Anim* Vehicle Maintenance	\$1,500.00	\$0.00	\$1,500.00	\$500.00	\$0.00	\$1,000.00	33%			
56210	Anim* Fees Paid to State	\$6,000.00	\$0.00	\$6,000.00	\$11,125.80	\$0.00	-\$5,126.00	185% *			
57400	Anim* Conferences & Education	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0%			
57910	Anim* Dues & Subscriptions	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0%			
<b>Grand Total</b>						<b>\$ 75,687.00</b>	<b>\$ 75,687.00</b>	<b>\$ 46,706.30</b>	<b>\$ 5.87</b>	<b>\$ 28,975.00</b>	<b>62%</b>

\*Fees Paid to State- this is being reviewed by Finance Director. Will supply update when available.