



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

**POLICE COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 4, 2023
TOWN HALL
BOARD OF EDUCATION CONFERENCE ROOM
5:00 P.M.**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. POLICE DEPARTMENT FACILITIES PRESENTATION
4. CORRESPONDENCE
5. APPROVAL OF MINUTES
 - a. November 13, 2023
6. REPORTS
 - a. Chairperson's Report
 - b. Chief's Report
 - i. General
 - ii. Consolidated Monthly Report – October 2023
 - iii. Preliminary Monthly Activity Report – November 2023
7. NEW BUSINESS
 - a. FY25 Operational Budget Discussion
8. OLD BUSINESS
9. ADJOURNMENT

TOWN CLERK'S OFFICE

RECEIVED
TOWN OF SIMSBURY, CT
2023 DEC - 1 A 8:53

Next Police Commission is scheduled for Monday, January 8, 2024 at 5:00 PM

Telephone (860) 658-3200
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8:30 - 7:00 Mondays
8:30 - 4:30 Tuesday through Friday

**Police Commission
December 4, 2023
Summary of Letters**

Received From	Officer	Subject
Business	Sgt. May and the Simsbury Police Department	A local business wanted to recognize Sgt. May and the Simsbury Police Department for helping them with a on going issue. Sgt. May was diligent in collecting as much details as was known at the time and remained available to receive updates as they became present. "We realize that your department resources are limited and demands on them are high. That said, the members of the Simsbury Police Department left us feeling confident that our concerns were professionally and swiftly addressed."

**POLICE COMMISSION REGULAR MEETING
NOVEMBER 13, 2023**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. CORRESPONDENCE

Commissioner Grant read the summary of letters received since the last meeting of the commission on October 11, 2023.

4. 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 October 11, 2023 Regular Meeting.

5. REPORTS

a. Chairperson's Report

- i. The Chair and the Chief attended the most recent Board of Selectman meeting where they discussed the end of year savings. The Chief presented the board with the Flock Camera proposal. There was full backing by BOS and the Flock Cameras have been added to the end of year savings proposal for the Board of Finance to review. The new town manager is being sworn in at the next Board of Selectman meeting on December 4th following the police commission meeting. Their meeting is being held at Eno Hall. The FY 2025 budget is due on December 16th.

b. Chief's Report

i. General

- Staffing- The department is still working on filling the three police officer vacancies. There are currently three officers out on extended leave and one more will go out on extended leave starting mid-December. Due to staffing shortages the traffic officer assignment was not filled in order to adequately staff the patrol shifts. The most recent hire, Jarod Emirzian, is about a month into the academy and is doing very well.
- Events- Stuff a cruiser is coming up. Deputy Chief attended the Veterans Day ceremony and the VFW Post 1926 presented the police department with a plaque in recognition of our service to the Town of Simsbury. This gesture speaks volumes to our veterans that on a day dedicated to honoring them, they took the opportunity to honor the police department.

ii. Consolidated Monthly Report – September 2023

iii. Preliminary Monthly Activity Report – October 2023

6. NEW BUSINESS

a. Proposal of Police Commission Meeting Schedule for calendar year 2024
The 2024 Police Commission meeting schedule was discussed. After a motion was made by Chair Caulfield and seconded by Commissioner Grant it was unanimous:
VOTED: To approve the amended 2024 Police Commission meeting schedule.

b. Fiscal Year 2025 Budget Discussion- Chief Boulter presented the fiscal year 2025 operating budget for the police department and there was discussion that followed.

2. OLD BUSINESS

a. Facility Study- Chair Caulfield gave an update and there was a discussion that followed.

3. ADJOURNMENT

Commissioner Long made a motion to adjourn at 5:51 P.M., seconded by Commissioner Lemke. All were in favor and the motion passed.

**Simsbury Police Department
Consolidated Monthly Report**

October, 2023

	Period	Period	Increase/	Period	Period	Increase/
Activity	10/1/2023	10/1/2022	(Decrease)	1/1/2023	1/1/2022	(Decrease)
	10/31/2023	10/31/2022		10/31/2023	10/31/2022	
Number of Incidents	3,796	4,152	-356	34,717	39,796	-5,079
Criminal Activity						
Homicide	0	0	0	0	0	0
Rape	0	0	0	0	1	-1
Robbery	0	1	-1	0	2	-2
Assault	0	0	0	1	1	0
Burglary	2	2	0	10	9	1
Larceny	26	7	19	135	97	38
MV Theft	4	4	0	30	9	21
Arson	0	0	0	0	0	0
Totals	32	14	18	176	119	57
Arrests (Adult)						
Part I Off	6	1	5	18	16	2
Part II Off	11	13	-2	54	67	-13
Arrests (Juvenile)						
Part I Off	0	0	0	2	2	0
Part II Off	0	2	-2	0	3	-3
Totals	17	16	1	74	90	-16
MV Accidents						
Fatal	0	0	0	1	1	0
w/ Injury	3	8	-5	48	76	-28
Prop. Damage	29	24	5	225	228	-3
Not Investigated	15	18	-3	127	137	-10
Totals	47	50	-3	401	448	-47
Alarms						
Intrusion	30	37	-7	367	408	-41
Fire	25	16	9	204	178	26
Medical	5	3	2	59	65	-6
Totals	60	56	4	630	651	-21
Traffic Enforcement						
DUI	7	1	6	25	41	-16
Summons	46	28	18	284	317	-33
Written Warning	46	52	-6	487	327	160
Verbal Warning	307	170	137	2,133	2,361	-228
Totals	406	251	155	2,929	2,969	-40

**Simsbury Police Department
Consolidated Monthly Report**

October, 2023

	Period	Period	Increase/	Period	Period	Increase/
Activity	10/1/2023	10/1/2022	(Decrease)	1/1/2023	1/1/2022	(Decrease)
	10/31/2023	10/31/2022		10/31/2023	10/31/2022	
Miscellaneous Activity						
Aided Cases	174	161	13	1,647	1,654	-7
Animals	55	79	-24	547	658	-111
Assistance Req.	125	135	-10	1,263	1,240	23
Criminal Mischief	6	2	4	35	20	15
Disabled MV	11	19	-8	129	168	-39
Domestic	9	10	-1	82	89	-7
Escort	1	0	1	4	4	0
Fingerprints	59	71	-12	515	518	-3
Lockout	23	16	7	144	115	29
Noise Complaint	9	6	3	74	63	11
Notifications	6	2	4	34	34	0
Open Doors	0	1	-1	6	7	-1
Parking Tickets	1	0	1	10	6	4
Suspicious Persons	74	26	48	458	372	86
Transport	3	2	1	14	13	1
Totals	556	530	26	4,962	5,345	-383
Miles Patrolled						
Car 10	1,970	2,221	-251	19,333	17,580	1,753
Car 11	1,756	994	762	16,406	11,570	4,836
Car 12	1,132	1,886	-754	17,919	22,127	-4,208
Car 13	2,624	1,961	663	19,619	18,407	1,212
Car 14	971	2,105	-1,134	21,848	25,739	-3,891
Car 15	1,765	2,164	-399	10,633	19,104	-8,471
Car 16	1,465	1,865	-400	13,572	19,354	-5,782
Car 17	1,576	1,946	-370	21,065	19,015	2,050
Car K9	171	636	-465	2,597	1,286	1,311
Totals	13,430	15,778	-2,348	142,992	154,182	-11,190
Personnel Activity*						
Sick Leave (days)	33	63	-30	702	699	3
Injured Leave (days)	41	8	33	287	84	203
Suspension (days)	0	0	0	0	0	0
Funeral (days)	1	9	-8	14	13	1
Vacation Leave (days)	93	86	7	1,005	953	52
Comp Time (days)	37	40	-3	408	313	95
Family Leave (days)	0	0	0	0	0	0
Training (hours)	635	470	165	4,180	3,724	456
Overtime (hours)	1,020	734	286	8,901	5,455	3,446
*Contains non-IBPO employees						

Incident Statistics Report

11/01/2023 00:00 Thru 11/30/2023 23:59

Call Type Description	Total for Period
911 Hangup Call	38
ADMIN. MEDICATION DROP BOX	2
Administrative	6
Aided Case	171
Alarm - Fire	19
Alarm - Intrusion	16
Alarm - Medical	4
ALARM-FIRE-CHARGE	9
ALARM-INTRU-CHARGE	14
Ambulance	34
ANCILLARY DUTIES	31
ANIMAL COMPLAINT - BEAR OTHER	10
ANIMAL COMPLAINT - DOG	18
ANIMAL COMPLAINT - OTHER	13
ANIMAL COMPLAINT- BEAR PROPERTY DAMAGE	1
Arrest Warrant Served	2
Arrest Warrant Served - FTA	2
Assist Agency/Person	114
Background Investigation	27
Burglary	1
CHILD CARSEAT INSPECTION	1
CIVIL COMPLAINT	2
COPS	114
Criminal Mischief	3
Death Investigation	1
DISORDERLY CONDUCT	1
DISPATCH RELIEF	37
Dispatcher Entry	4
DISTURBANCE	3
Family Offense, Nonviolent	1
Family Violence Offense	3
FINGERPRINT DETAIL	19
FINGERPRINT PPA	22
FINGERPRINT TOWN EMPLOYEE	11
Fire	11
Follow-up	38
Fraud	8
Harassment	2
Hazardous Condition	21

Incident Statistics Report

11/01/2023 00:00 Thru 11/30/2023 23:59

Call Type Description	Total for Period
Juvenile	1
Larceny	11
LARCENY FR:MOTOR VEHICLE	9
Lockout	9
Missing Person	1
Motor Vehicle Theft	1
MV Assist	1
MV Check	28
MV Complaint	15
MV Disabled	15
MV ENTRY L/INFORMATIONAL	9
MV STOP	108
MV STOP DWI	4
MV STOP SPEED	173
MV TOW NOTIFICATION	5
MVA	29
MVA UNINVESTIGATED	20
MVA-DUI	1
MVA-INJURY	5
Noise Complaint	9
Notification	7
Open Building	1
Parking Violation	3
PASS CHECK	102
Patrol Check	2086
Property Found	8
RECORDS MISC	9
REPORT PREPARATION	61
Suspicious Circumstances	32
Suspicious Person	8
Suspicious Vehicle	7
Town Ordinance Violation	1
Traffic Assignment	55
TRAFFIC ENFORCE BIKE/PEDEST	1
TRAFFIC ENFORCE DIST DRV	6
TRAFFIC ENFORCE SPEED	98
Traffic Enforcement	57
TRAFFIC ENFORCEMENT REQUEST	3
Traffic Light Notification	3

Incident Statistics Report

11/01/2023 00:00 Thru 11/30/2023 23:59

Call Type Description	Total for Period
Training	21
WELL-BEING CHECK	11
Total:	3868

YEAR-TO-DATE BUDGET REPORT

Police

FISCAL YEAR 2024

RAN ON 11/29/23
% of FY: 41%

Start Date: 7/1/2023 End Date: 11/29/2023

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	\$1,794,655.45	\$0.00	\$2,784,385.55	39%
51020	Pol*Part Time	\$26,641.00	\$0.00	\$26,641.00	\$10,999.25	\$0.00	\$15,641.75	41%
51030	Pol*Overtime	\$300,000.00	\$0.00	\$300,000.00	\$156,985.19	\$0.00	\$143,014.81	52%
51031	Pol*Overtime Training	\$57,800.00	\$0.00	\$57,800.00	\$30,422.18	\$0.00	\$27,377.82	53%
51040	Pol*Seasonal	\$69,300.00	\$0.00	\$69,300.00	\$18,357.50	\$0.00	\$50,942.50	26%
51060	Pol*Holiday Pay	\$150,331.00	\$0.00	\$150,331.00	\$59,604.96	\$0.00	\$90,726.04	40%
51101	Pol*Uniform Allowance	\$47,650.00	\$0.00	\$47,650.00	\$41,181.18	\$0.00	\$6,468.82	86%
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	\$19,487.29	\$528.26	\$44,029.45	31%
52410	Pol*Investigations	\$3,202.00	\$0.00	\$3,202.00	\$685.78	\$0.00	\$2,516.22	21%
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	\$791.36	\$92.70	\$4,635.94	16%
53105	Pol*Tech & Program Supplies	\$33,125.00	\$0.00	\$33,125.00	\$6,286.10	\$20.58	\$26,818.32	19%
53500	Pol*Medical Supplies	\$6,300.00	\$0.00	\$6,300.00	\$97.56	\$54.95	\$6,147.49	2%
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	\$2,921.80	-\$1,304.79	\$58,095.99	3%
54310	Pol*Equipment Maintenance	\$10,750.00	\$0.00	\$10,750.00	\$1,546.79	\$0.00	\$9,203.21	14%
54320	Pol*Vehicle Maintenance	\$20,585.00	\$0.00	\$20,585.00	\$21,865.65	\$1,413.22	-\$2,693.87	113% **
55260	Pol*Gasoline	\$97,500.00	\$0.00	\$97,500.00	\$31,518.00	\$65,982.00	\$0.00	100% *
55310	Pol*Telephone Service	\$11,920.00	\$0.00	\$11,920.00	\$2,950.22	\$1,097.91	\$7,871.87	34%
57400	Pol*Conferences & Education	\$31,550.00	\$0.00	\$31,550.00	\$2,202.54	\$0.00	\$29,347.46	7%
57910	Pol*Dues & Subscriptions	\$4,990.00	\$0.00	\$4,990.00	\$1,947.72	\$91.93	\$2,950.35	41%
58810	Pol*Computer Software	\$7,562.00	\$0.00	\$7,562.00	\$4,706.95	\$0.00	\$2,855.05	62%
Grand Total		\$5,600,853.00	\$0.00	\$5,600,853.00	\$2,209,578.47	\$67,976.76	\$3,323,297.77	41%

*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.

YEAR-TO-DATE BUDGET REPORT

Dispatch

FISCAL YEAR 2024

RAN ON 11/29/23
% of FY: 41%

Start Date: 7/1/2023 End Date: 11/29/2023

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/A DISMITS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51010	Disp*Full-Time	\$539,423.00	\$0.00	\$539,423.00	\$207,863.40	\$0.00	\$331,560.00	39%
51030	Disp*Overtime	\$43,864.00	\$0.00	\$43,864.00	\$18,955.70	\$0.00	\$24,908.00	43%
51031	Disp*Overtime Training	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0%
51060	Disp*Holiday Pay	\$11,184.00	\$0.00	\$11,184.00	\$3,991.71	\$0.00	\$7,192.00	36%
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	\$0.00	\$583.00	21%
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	\$0.00	\$178.00	\$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	\$777.32	\$0.00	\$4,448.00	15%
Grand Total						\$178.00	\$378,558.00	38%

YEAR-TO-DATE BUDGET REPORT

Animal Control

FISCAL YEAR 2024

RAN ON 11/29/23
% of FY: 41%

Start Date: 7/1/2023 End Date: 11/29/2023

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	\$28,334.25	\$0.00	\$35,912.00	44%
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	\$0.00	\$50.00	0%
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%
Grand Total						\$ -	\$ 35,727.00	53%

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