



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

**POLICE COMMISSION
REGULAR MEETING
MONDAY, MARCH 13, 2023
TOWN HALL
BOARD OF EDUCATION CONFERENCE ROOM
5:00 P.M.**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES
 - a. February 15, 2023
4. REPORTS
 - a. Chairperson's Report
 - b. Chief's Report
 - i. General
 - ii. Consolidated Monthly Report – January 2023
 - iii. Preliminary Monthly Activity Report – February 2023
5. NEW BUSINESS
 - a. Animal Control Officer Recommendation
 - b. New Officer Selection Recommendation
6. OLD BUSINESS
7. ADJOURNMENT

TOWN CLERK'S OFFICE

RECEIVED
TOWN OF SIMSBURY, CT
2023 MAR 10 P 11:16

Next Police Commission is scheduled for Monday, April 10, 2023 at 5:00 PM

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**POLICE COMMISSION REGULAR MEETING
SUBJECT TO APPROVAL
February 15, 2023**

1. CALL TO ORDER

The meeting of the Police Commission was called to order by Commissioner Long at 5:00 P.M. in the Board of Education Conference Room of the Simsbury Town Offices. In attendance were Commissioner Michael Long, Commissioner Tenesha Grant, Commissioner Travis Schweizer, Commissioner Lemke, Chief Nicholas Boulter, and Deputy Chief Chris Davis. Absent was Chairperson Jenna Caulfield

2. PLEDGE OF ALLEGIANCE

3. CORRESPONDENCE

Commissioner Schweizer read the summary of letters received since the last meeting of the commission on January 9, 2023.

4. APPROVAL OF MINUTES

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

VOTED: To approve the minutes of the January 9, 2023 Regular Meeting.

5. REPORTS

a. Chief's Report

i. General

- **Personnel-** The department is still trying to fill the three vacancies, 1 officer, 1 dispatcher and 1 animal control officer. Applications for each position have been received and are currently being processed. The department is still experiencing many shift vacancies due to illness, injury leave, and 2 vacancies. 5 officers or 13% of sworn officers are out on extended leave. There is still one officer in the police academy with an expected graduation in April and an expected completion of field training in September.
- **Trends-** Thefts from mailboxes (5 in the last 3 weeks), washing the checks and altering the payee information and amount. Suggestion, if you are going to mail a check, drop the checks off at your local post office. Call in suspicious activity. 6 vehicle thefts since January 1 – At least 4 of the 6 vehicles were left unlocked with key fobs/keys left in the vehicle.

ii. Consolidated Monthly Report – November 2022

iii. Preliminary Monthly Activity Report – December 2022

7. NEW BUSINESS

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

VOTED: To approve the changes made to General order 41-3.

b. After a motion was made by Commissioner Grant and seconded by Commissioner Long it was unanimous:

VOTED: To approve Jenna Caulfield for a consecutive 1-year term as Chairperson and Travis Schweizer for a consecutive 1-year term as Clerk.

9. ADJOURNMENT

Commissioner Long made a motion to adjourn at 5:41 P.M., seconded by Commissioner Schweizer. All were in favor and the motion passed.

Respectfully Submitted,

Jenna Caulfield, Chairperson

/jw

**Simsbury Police Department
Consolidated Monthly Report**

January, 2022

	Period	Period	Increase/	Period	Period	Increase/
Activity	1/1/2023	1/1/2022	(Decrease)	1/1/2023	1/1/2022	(Decrease)
	1/31/2023	1/31/2022		1/31/2023	1/31/2022	
Number of Incidents	2,632	4,268	-1,636	2,632	4,268	-1,636
Criminal Activity						
Homicide	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Assault	0	0	0	0	0	0
Burglary	0	2	-2	0	2	-2
Larceny	11	18	-7	11	18	-7
MV Theft	5	1	4	5	1	4
Arson	0	0	0	0	0	0
Totals	16	21	-5	16	21	-5
Arrests (Adult)						
Part I Off	1	1	0	1	1	0
Part II Off	11	5	6	11	5	6
Arrests (Juvenile)						
Part I Off	0	0	0	0	0	0
Part II Off	0	0	0	0	0	0
Totals	12	6	6	12	6	6
MV Accidents						
Fatal	0	0	0	0	0	0
w/ Injury	13	10	3	13	31	-18
Prop. Damage	20	31	-11	20	31	-11
Not Investigated	6	15	-9	6	15	-9
Totals	39	56	-17	39	56	-17
Alarms						
Intrusion	31	41	-10	31	41	-10
Fire	21	15	6	21	15	6
Medical	10	8	2	10	8	2
Totals	62	64	-2	62	64	-2
Traffic Enforcement						
DUI	1	1	0	1	1	0
Summons	22	29	-7	22	29	-7
Written Warning	49	23	26	49	23	26
Verbal Warning	137	198	-61	137	198	-61
Totals	209	251	-42	209	251	-42

**Simsbury Police Department
Consolidated Monthly Report**

January, 2022

Activity	Period	Period	Increase/	Period	Period	Increase/
	1/1/2023	1/1/2022	(Decrease)	1/1/2023	1/1/2022	(Decrease)
	1/31/2023	1/31/2022		1/31/2023	1/31/2022	
Miscellaneous Activity						
Aided Cases	188	172	16	188	172	16
Animals	21	24	-3	21	24	-3
Assistance Req.	130	74	56	130	74	56
Criminal Mischief	1	2	-1	1	2	-1
Disabled MV	16	28	-12	16	28	-12
Domestic	11	8	3	11	8	3
Escort	1	0	1	1	0	1
Fingerprints	34	49	-15	34	49	-15
Lockout	16	11	5	16	11	5
Noise Complaint	4	3	1	4	3	1
Notifications	4	0	4	4	0	4
Open Doors	1	1	0	1	1	0
Parking Tickets	0	0	0	0	0	0
Suspicious Person	38	30	8	38	30	8
Transport	1	0	1	1	0	1
Totals	466	402	64	466	402	64
Miles Patrolled						
Car 10	1,647	1,775	-128	1,647	1,775	-128
Car 11	1,391	970	421	1,391	970	421
Car 12	1,630	2,198	-568	1,630	2,198	-568
Car 13	1,173	0	1,173	1,173	0	1,173
Car 14	1,711	2,040	-329	1,711	2,040	-329
Car 15	1,995	2,420	-425	1,995	2,420	-425
Car 16	2,401	2,350	51	2,401	2,350	51
Car 17	674	2,598	-1,924	674	2,598	-1,924
Car K9	203	97	106	203	97	106
Totals	12,825	14,448	-1,623	12,825	14,448	-1,623
					0	
Personnel Activity*						
Sick Leave (days)	98	75	23	98	75	23
Injured Leave (days)	18	21	-3	18	21	-3
Suspension (days)	0	0	0	0	0	0
Funeral (days)	4	0	4	4	0	4
Vacation Leave (days)	64	47	17	64	47	17
Comp Time (days)	33	30	3	33	30	3
Family Leave (days)	0	0	0	0	0	0
Training (hours)	538	349	189	538	349	189
Overtime (hours)	732	440	292	732	440	292
*Contains non-IBPO employees						

Incident Statistics Report

02/01/2023 00:00 Thru 02/28/2023 23:59

Feb. 2023

Call Type Description	Total for Period
911 Hangup Call	50
ADMIN. MEDICATION DROP BOX	3
Administrative	2
Aided Case	161
Alarm - Fire	20
Alarm - Intrusion	22
Alarm - Medical	6
ALARM-FIRE-CHARGE	2
ALARM-INTRU-CHARGE	11
Ambulance	51
ANCILLARY DUTIES	60
ANIMAL COMPLAINT - BEAR OTHER	5
ANIMAL COMPLAINT - DOG	16
ANIMAL COMPLAINT - OTHER	8
Arrest Warrant Served	4
Arrest Warrant Served - FTA	2
Assist Agency/Person	105
Background Investigation	24
Burglary	1
CHILD CARSEAT INSPECTION	1
CIVIL COMPLAINT	5
COPS	122
Criminal Mischief	3
Death Investigation	1
DISORDERLY CONDUCT	2
DISPATCH RELIEF	30
Dispatcher Entry	4
DISTURBANCE	1
Family Offense, Nonviolent	4
Family Violence Offense	8
FINGERPRINT DETAIL	31
Fire	10
Follow-up	29
Fraud	14
Harassment	1
Hazardous Condition	44
Illegal Dumping	2
Larceny	13
LARCENY FR:MOTOR VEHICLE	1

Incident Statistics Report

02/01/2023 00:00 Thru 02/28/2023 23:59

Call Type Description	Total for Period
Lockout	16
Miscellaneous	3
Missing Person	1
Motor Vehicle Theft	1
MV Check	29
MV Complaint	27
MV Disabled	10
MV ENTRY L/INFORMATIONAL	3
MV STOP	105
MV STOP SPEED	57
MV TOW NOTIFICATION	6
MVA	22
MVA UNINVESTIGATED	8
MVA-INJURY	7
Noise Complaint	1
Notification	2
Open Building	4
Parking Violation	2
PASS CHECK	80
Patrol Check	1218
Property Found	8
RECORDS MISC	5
REPORT PREPARATION	59
Suspicious Circumstances	17
Suspicious Person	4
Suspicious Vehicle	4
Traffic Assignment	48
TRAFFIC ENFORCE BIKE/PEDEST	3
TRAFFIC ENFORCE DIST DRV	11
TRAFFIC ENFORCE SPEED	35
Traffic Enforcement	99
TRAFFIC ENFORCEMENT REQUEST	2
Traffic Light Notification	4
Training	7
Transport	3
UNUSED INCIDENT NUMBER	2
WELL-BEING CHECK	32
Total:	2824

YEAR-TO-DATE BUDGET REPORT

Police

FISCAL YEAR 2023

RAN ON 3/10

Start Date: 7/1/2022 End Date: 3/10/2023

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51010	Pol*Full-Time	\$4,320,419.00	\$0.00	\$4,320,419.00	\$2,907,128.65	\$0.00	\$1,413,290.35	67%
51020	Pol*Part Time	\$25,435.00	\$0.00	\$25,435.00	\$22,381.38	\$0.00	\$3,053.62	88%
51030	Pol*Overtime	\$275,000.00	\$0.00	\$275,000.00	\$229,994.75	\$0.00	\$45,005.25	84%
51031	Pol*Overtime Training	\$52,755.00	\$0.00	\$52,755.00	\$38,090.08	\$0.00	\$14,664.92	72%
51040	Pol*Seasonal	\$69,300.00	\$0.00	\$69,300.00	\$37,873.14	\$0.00	\$31,426.86	55%
51060	Pol*Holiday Pay	\$194,689.00	\$0.00	\$194,689.00	\$56,884.41	\$0.00	\$137,804.59	29%
51101	Pol*Uniform Allowance	\$46,500.00	\$0.00	\$46,500.00	\$44,100.61	-\$104.75	\$2,504.14	95%
51400	Pol*Education Reimbursement	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0%
52200	Pol*Contractual Services	\$78,470.00	\$0.00	\$78,470.00	\$18,847.94	-\$525.00	\$60,147.06	23%
52410	Pol*Investigations	\$3,152.00	\$0.00	\$3,152.00	\$2,526.79	-\$1,200.00	\$1,825.21	42%
52510	Pol*Copy & Printing Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0%
53100	Pol*Office Supplies	\$5,520.00	\$0.00	\$5,520.00	\$2,889.23	-\$1,585.84	\$4,216.61	24%
53105	Pol*Tech & Program Supplies	\$36,220.00	\$0.00	\$36,220.00	\$13,660.20	-\$392.21	\$22,952.01	37%
53500	Pol*Medical Supplies	\$6,300.00	\$0.00	\$6,300.00	\$1,735.69	-\$1,034.47	\$5,598.78	11%
53505	Pol*Chemical & Lab Supplies	\$328.00	\$0.00	\$328.00	\$0.00	\$0.00	\$328.00	0%
53700	Pol*Clothes & Safety Supplies	\$48,289.00	\$0.00	\$48,289.00	\$5,711.26	-\$104.60	\$42,682.34	12%
54310	Pol*Equipment Maintenance	\$11,550.00	\$0.00	\$11,550.00	\$4,905.58	-\$2,126.27	\$8,770.69	24%
54320	Pol*Vehicle Maintenance	\$20,585.00	\$0.00	\$20,585.00	\$11,563.69	-\$3,284.87	\$12,306.18	40%
55260	Pol*Gasoline	\$78,600.00	\$0.00	\$78,600.00	\$80,581.72	-\$1,836.70	-\$145.02	100%
55310	Pol*Telephone Service	\$11,300.00	\$0.00	\$11,300.00	\$5,994.17	-\$1,177.87	\$6,483.70	43%
57400	Pol*Conferences & Education	\$31,550.00	\$0.00	\$31,550.00	\$15,789.62	-\$5,400.00	\$21,160.38	33%
57910	Pol*Dues & Subscriptions	\$4,610.00	\$0.00	\$4,610.00	\$3,797.31	\$0.00	\$812.69	82%
58810	Pol*Computer Software	\$5,562.00	\$0.00	\$5,562.00	\$5,624.91	\$0.00	-\$62.91	101%
Grand Total		\$5,339,134.00	\$0.00	\$5,339,134.00	\$3,510,081.13	-\$18,772.58	\$1,847,825.45	65%

YEAR-TO-DATE BUDGET REPORT

Dispatch

FISCAL YEAR 2023

RAN ON 3/10

Start Date: 7/1/2022 End Date: 3/10/2023

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/A DISMITS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51010	Disp *Full-Time	\$522,122.00	\$0.00	\$522,122.00	\$323,376.55	\$0.00	\$198,745.45	62%
51030	Disp *Overtime	\$43,117.00	\$0.00	\$43,117.00	\$28,276.12	\$0.00	\$14,840.88	66%
51031	Disp *Overtime Training	\$2,000.00	\$0.00	\$2,000.00	\$1,666.00	\$0.00	\$334.00	83%
51060	Disp *Holiday Pay	\$12,070.00	\$0.00	\$12,070.00	\$6,474.93	\$0.00	\$5,595.07	54%
52200	Disp *Contractual Services	\$2,891.00	\$0.00	\$2,891.00	\$2,036.84	-\$487.84	\$1,342.00	54%
53100	Disp *Office Supplies	\$640.00	\$0.00	\$640.00	\$239.82	\$0.00	\$400.18	37%
53105	Disp *Tech & Program Supplies	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0%
53700	Disp *Clothes & Safety Supplies	\$1,500.00	\$0.00	\$1,500.00	\$664.50	\$0.00	\$835.50	44%
54310	Disp *Equipment Maintenance	\$2,800.00	\$0.00	\$2,800.00	\$29.07	-\$41.98	\$2,812.91	0%
57400	Disp *Conferences & Education	\$4,070.00	\$0.00	\$4,070.00	\$2,370.95	\$0.00	\$1,699.05	58%
Grand Total						-\$529.82	\$227,605.04	62%

YEAR-TO-DATE BUDGET REPORT

Animal Control

FISCAL YEAR 2023

RAN ON 3/10

Start Date: 7/1/2022 End Date: 3/10/2023

OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51010	Anim *Full-Time	\$63,652.00	\$0.00	\$63,652.00	\$25,811.11	\$0.00	\$37,840.89	41%
51030	Anim *Overtime	\$1,440.00	\$0.00	\$1,440.00	\$75.39	\$0.00	\$1,364.61	5%
52300	Professional Services	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00	-\$450.00	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	\$1,480.25	\$0.00	-\$1,080.25	370%
54320	Anim *Vehicle Maintenance	\$1,500.00	\$0.00	\$1,500.00	\$85.00	\$0.00	\$1,415.00	6%
57400	Anim *Conferences & Education	\$100.00	\$0.00	\$100.00	\$50.00	\$0.00	\$50.00	50%
57910	Anim *Dues & Subscriptions	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0%
Grand Total		\$ 69,217.00	\$ -	\$ 69,217.00	\$ 27,951.75	\$ -	\$ 41,265.25	40%

NOTES: Retro pay in the amount of \$10,821.15 is included in the "Full Time" numbers