



THOMAS H. KIELY  
CHIEF OF POLICE

POLICE DEPARTMENT  
TOWN OF TRUMBULL  
CONNECTICUT 06611

158 EDISON ROAD  
TRUMBULL, CONNECTICUT 06611

P (203) 261-3665  
F (203) 452-5162

POLICE COMMISSION

JACK TESTANI, CHAIRMAN  
ALFRED LIGGINS, COMMISSIONER  
ROGER MCGOVERN, COMMISSIONER  
LINO COSTANTINI, COMMISSIONER  
PHILIP DIGENNARO, COMMISSIONER  
ALBERT ZAMARY, COMMISSIONER

Trumbull Police Commission Meeting  
Trumbull Police Department – Chief’s Conference Room  
November 12, 2013

**MINUTES**

The Trumbull Police Commission Meeting was called to order at 7:05 pm.

Members present: Jack Testani, Chairman  
Lino Costantini  
Philip DiGennaro  
Alfred Liggins  
Roger McGovern  
Albert Zamary

Also Present: Chief Thomas H. Kiely  
Deputy Chief Glenn Byrnes  
Deputy Chief Michael Harry  
First Selectman Timothy Herbst  
Jesse Jablon, Chief of Staff  
Attorney Joshua Wyatt, Durant, Nichols, Houston, Hodgson &  
Cortese-Costa, P.C.

**Public Comments**

Opened at 7:06 pm.

There being no public comments Chairman Jack Testani closed the Public Comments at 7:07 pm.

**Approval of October 8, 2013 Police Commission Meeting Minutes**

Motion to approve the Police Commission Meeting Minute of October 8, 2013 as presented. MOTION made 1st by Commissioner Costantini, 2<sup>nd</sup> by Commissioner Liggins. Chairman Testani also questioned the members to see if there were any changes or discussions. There were none. There was no further discussion. MOTION CARRIED with ONE ABSTENTION COMMISSIONER DIGENNARO.

## **New Business**

Motion made to move New Business out of order to discuss Review of Settlement Agreement between the Town of Trumbull and Connecticut Council of Police, AFSCME Council 15, Local 1745. MOTION made 1<sup>st</sup> by Commissioner Costantini, 2<sup>nd</sup> by Commissioner Liggins. There was no further discussion. ALL IN FAVOR, MOTION CARRIED UNANIMOUSLY.

First Selectman Herbst introduced Attorney Joshua Wyatt from Durant, Nichols, Houston, Hodgson & Cortese-Costa. Attorney Wyatt will be answering any questions there may be regarding the Settlement Agreement between the Town of Trumbull and Police Union concerning the fleet maintenance. The First Selectman provided a brief summary of settlement agreement and let Attorney Wyatt address any questions. It is the intent for the Town of Trumbull that when the First Selectman presents his budget to the Board of Finance to hire a full-time police fleet mechanic for the 2014-2015 budget. That will be subject to the approval from the Board of Finance and Town Council. The First Selectman pointed out that they are recommending a position that previously existed. On Thursday, November 14<sup>th</sup> Chief Kiely and Deputy Chief Harry will go before the Board of Finance to request a transfer in the permanent salary account to the part-time salary account so they can begin immediately the hiring process of the part-time mechanic pending a full-time mechanic. The agreement has been reviewed by the Union, by Management and respective legal council.

Commissioner Zamaro indicated that the vibe Department of Public Works is giving is that they will not at any time work on a police fleet vehicle until the full-time mechanic issues is solved. What do we do in the interim? How are the cars going to be maintained before the mechanic issue is resolved? First Selectman Herbst referred to paragraph 3 in the settlement agreement in which Commissioner Zamaro shared his concern: *“Maintenance and repair services to Town vehicles used by members of the bargaining unit, excluding any warranty repairs and/or service, shall normally be performed on the premises of the police department utilizing the existing garage bay, provided that the garage is equipped appropriately to perform the repair. Should it not, the vehicle may be serviced at the Town Highway Department garage.”* Commissioner Zamaro asked if this agreement has been proposed to the Department of Public works and how did he respond to this? Deputy Chief Harry reported that in the event that police vehicles cannot be serviced by the police fleet mechanic, according to Mr. Marsilio if the department gets stuck and need help the town highway will assist. Commissioner Zamaro said that Mr. Marsilio indicated that the town highway would not assist if there was only a PT mechanic on duty. Deputy Chief Harry said that Mr. Marsilio indicated that if the police department has a mechanic working, the town highway will not work on the police fleet vehicles, they will only help if we are in need. The department would need to send to the cars out. Commissioner Costantini would like to know what is the probability of hiring a part time mechanic in the mean time. First Selectman Herbst indicated that when it comes to public safety and the fleet needs to be addressed Publics Works will do what the First Selectman tells them to do. First Selectman Herbst informed the commission that Chief Kiely along with Deputy Chief Harry and Byrnes have been working on a part time mechanic, there is a good prospect in place. As the budget is proposed the Police Department can request a full time mechanic, explain why and hopefully the Board of Finance and the Town Council will approve position. The settlement

agreement discussed begins the process of addressing the concerns, the First Selectman feels that management has responded in good faith by making a salary transfer to go ahead and hire a part time mechanic and have clearly demonstrated that we will advocate for reinstatement of a position that existed four years ago. Until such time the department needs to get through to July 1, 2014 assuming that the Board of Finance and Town Council approves the reinstatement of the full time mechanic position. The First Selectman hopes that the commission if they believe a full time mechanic position is necessary from a public safety stand point, that the commission make their opinions known collectively and individually when the Chief goes in to present the budget before the Board of Finance and Town Council. Commissioner Zarmy asked if the Board of Finance meeting on Thursday the 14<sup>th</sup> will the Chief address the mechanic position. Chief Kiely responded that he going before the Board of Finance to request to transfer funds to pay for the part time mechanic. Commissioner Zarmy asked how much of a salary transfer is being request? Chief Kiely indicated they will be asking to transfer \$3,330.00. Commissioner Zarmy wanted it to be known that they are there for the public safety of the officers. Commissioner McGovern asked if the transfer of funds would cover the part time mechanic from now until July 1<sup>st</sup>. First Selectman Herbst explained that with the transfer of \$3,330.00 to the exiting part time account, with that amount it will have the necessary funds to hire a part time mechanic from now until July 1, 2014. Commissioner McGovern asked if that position is a 19.5 hour a week job and the mechanic will be ASC Certified? The First Selectman responded the person hired will have all the necessary requisites for the position. Commissioner McGovern shared a copy of the ASC certified certificate which shows what the mechanic would be certified in. There is also an emergency vehicles certification. Commissioner McGovern went on to explain what the engine performance that is for checking the engine on police cruisers when necessary but as far as the sensors on the vehicles another company checks that as they are certified. Commissioner McGovern also stated that the mechanic that is hired needs to be certified in emergency vehicles. Chairman Testani said that the stipulations for the mechanic qualifications would come under Civil Service requirements of the person applying for the job. Chief Kiely informed the commission that he has asked other police departments about the ASC certification and they indicated that they are not aware of that certification but this is something we can strive for. First Selectman Herbst indicated that finding a part time position advocate for a full time mechanic position, since management, union and police commissioners are all present he wanted to make it clear that in paragraph 2 of the Settlement Agreement, *The Trumbull Police Department will issue a policy to all sworn department personnel mandating that it is each officers' obligation at shift changes to visually inspect vehicles and/or report to the Shift Commander any mechanical/operational/safety issues with their vehicles.* If that is not being done then the department will have a problem, everyone needs to work together. If the officers are not properly checking vehicles as set by the policy then that's something management and the police commission will need to deal with. The First Selectman wants to be clear before the settlement agreement is voted on. A position is going to be funded part time and then full time, the vehicles need to be checked and monitored on each shift. Chief Kiely indicated that in the agreement it states that the mechanic will inspect front line vehicles every week. The biggest challenge is to get a base line of the vehicles and what they need, between the mechanic and the personnel within a couple of weeks the mechanic will have a baseline and will inspect the vehicles weekly, detective bureau vehicles every three

weeks. Commissioner Costantini asked if the officer will input on the computer what is wrong with the vehicle and then that information will go directly to mechanic who will check the vehicle. Commissioner Costantini also went on to say that by keeping track of what each car needs to be worked on. Robert Coppola indicated that there are times the officers go out on a call as soon as their shift begins and there should be some type of leeway. The officers do look body damage and bald tires they do not lift the hood. Commissioner McGovern asked who will supervisor the mechanic. Chief Kiely said for the time being it will be Lieutenant Savarese and will then it will be the Sergeant's on each shift. Commissioner DiGennaro thinks that the officer should also be responsible in reporting anything not working properly on the car. Chairman Testani said that when the fleet vehicle situation was discussed with Sgt. Lopes he certainly has the mechanical background the department can utilize to help coordinate everything especially in the beginning to create a baseline. Chairman Testani would like and hopes that the police commission and First Selectman agrees have updates on a monthly basis on the fleet maintenance. Per the settlement agreement the part time mechanic will be on board before January 1, 2014. Therefore, with that being said the mechanic should begin to work within the next 2 to 3 weeks. Chairman Testani asked if it would be reasonable time to have an update on the fleet maintenance in the January 2014 meeting. There was no further discussion.

Motion to accept Settlement Agreement between the Town of Trumbull and Connecticut Council of Police, AFSCME Council 15, Local 1745 as proposed. MOTION made 1st by Commissioner McGovern, 2<sup>nd</sup> by Commissioner Liggins. Chairman Testani also questioned the members to see if there were any changes or discussions. There were none. There was no further discussion. MOTION CARRIED with ONE ABSTENTION COMMISSIONER ZAMARY.

### **Correspondence**

There is no correspondence to report.

### **Chief Kiely's Report**

Chief Kiely informed the police commission that he will go before the Board of Finance on Thursday, November 14<sup>th</sup> regarding the renovation of the Communications Center. The First Selectman is on board with the project. Therefore, Chief Kiely provided a detailed overview of the project. Chief Kiely is looking forward to the project as it has been a long time coming; the department began working on this project 8 years ago. The renovation of the Communications Center will help dispatch run smoother. The dispatch center will have 4 work stations. The Fire Department will be able to sit in one of the stations as they are currently located on a different part of the building and this makes it hard to communicate with them. The total cost of the project is an estimate of \$4.5M. There are 2 parts on the project, which are the radio system upgrade and building renovation. Commissioner Costantini indicated that he does not see additional footage on the footprint, what about future growth, is there additional space should there be officers promoted? Chief Kiely responded that with the relocation of the fire dispatch that would give the department an additional 2 more office spaces. Overall with the renovation of the Communications Dispatch Center, the department will run more efficiently with the up to date technology that will be done. There was no further discuss therefore, Chief Kiely

handed it over to Deputy Chief Byrnes as he provided a detailed overview of the Consolidated Emergency Center which he presented to the Town Council. Deputy Chief Byrnes went on and handed out some information regarding the Consolidated Emergency Dispatch and discussed in detail what the findings were in consolidating the emergency dispatch center. By request of the First Selectman a task force was performed to combine the emergency center the members involved in this project are Chief Douglas Bogen, Long Hill Fire Department, Chief Joseph Laucella, EMS, Deputy Director William Chiarenzelli, Trumbull Emergency Medical Service and Deputy Chief Byrnes, Trumbull Police Department. They all met and discussed and collected information and visited other sights and learned what worked best for the town. The material Deputy Chief Byrnes provided had more in depth detail of what the committee learned.

Chief Kiely went on to discuss the Alarm Ordinance being in effect and that the department will be looking into getting the message out again for residents to register their alarm. Currently there are 1,000 residents that have registered and would like that number to be higher.

Chief Kiely reported that there was an arrest made on Lindeman Drive of two men breaking into cars. He would like to remind and encourage residents should you park your car outside at night to lock your car and not to leave expensive items visible.

Deputy Chief Harry reported that there are 894 alarms registered, 853 are residential alarms and 41 businesses. Deputy Chief Harry indicated that from November 1, 2013 to November 2013, 49 burglar alarm calls were received, 38 of which were found to be false alarms. Four of the alarms were activated at town buildings. In September the department began to break down the types of alarms which were false alarms which were the calls the officers actually arrived and ended up being false. Those are the ones who receive a letter. In October the department broke down the types of alarms further, there were 10 Town building whose alarms were activated. Chief Harry reported that it takes approximately 20 minutes time per alarm, just alone for the month of October the department lost 68 hours of patrol time attending to the false alarms. Deputy Chief Harry is hoping that the residents become aware with the hope of reducing false activations. Again, Deputy Chief Harry will look into sending out a mass mailing but needs to see the cost. There has been advertisement on the Trumbull Patch, Trumbull Times and the Town website.

### **Traffic Report**

Chief Kiely presented the Traffic Report on behalf of Lt. Savarese who could not attend.

### **Parking. Old Green Rd.**

Complainant, Courtney Marsh reported a parking hazard on Old Green Rd. This occurs when vehicles park there for an event at St Joseph's High School. Officer Thompson contacted the complainant and checked the area. The road has recently been repaved and curbed. The roadway width measures 18-21 feet curb to curb. Parked vehicles would reduce the travel lane to 12 feet. This creates a hazard especially if emergency vehicles need to pass. No parking signs are recommended for Old Green Road.

Commissioner Costantini made a motion to install “No Parking” signs along Old Green Road. Motion made 1<sup>st</sup> by Commissioner Costantini, 2<sup>nd</sup> by Commissioner McGovern. There was no further discussion. ALL IN FAVOR, MOTION CARRIED UNANIMOUSLY.

**Pedestrian Crosswalk. Daniels Farm Rd at Hillcrest Middle School.**

Complainant, George Bomann reported that his son was crossing Daniels Farm Rd at Hillcrest Middle School in the crosswalk. An unidentified northbound vehicle was reported to pass through the crosswalk as his son reached the westbound curb. The incident took place after the school crossing detail. Officer Richard spoke with the complainant, reviewed and photographed the area regarding enhancing the signage at this crosswalk. Enhancement suggestions include updating/repairing the illuminated school crossing signs, Change old warning signs to high visibility, re-painting crosswalk markings, removal of branches and bushes creating sight line issues. Town Highway was notified and some sign updates have taken place.

**Speeding vehicles/stop sign installation-Chatfield at Chestnut Hill Rd.**

Complainant, Patrick Disney reported vehicles speeding on Chestnut Hill Rd and a missing stop sign on Chatfield Dr at Chestnut Hill Rd. Officer Thompson spoke with the complainant. The stop sign was re-installed by Town Highway. The area was included on the monthly motor vehicle complaint form sent to the patrol and traffic divisions for enforcement.

**Speeding vehicles/sign request-Salem Rd.**

Complainant, Marcelle Downs reported speeding vehicles on Salem Rd and requested stop signs and slow children signs. Officer Thompson spoke with the complainant. The signs could not be installed. The stop sign did not comply with regulations and the slow children signs are no longer installed because most motorist do not see them and they create false belief of safety for the pedestrians. The area was included on the monthly motor vehicle complaint form sent to the patrol and traffic divisions for enforcement.

**Speeding vehicle- Lawrence Rd.**

An anonymous complainant reported that a red vehicle speeds on Lawrence Rd continuously between 0630 and 0655 hrs/1600 and 1830 hrs. Officer Richard spoke with the complainant. The area was included on the monthly motor vehicle complaint form sent to the patrol and traffic divisions for enforcement.

**Motor vehicle accidents- Daniels Farm Rd near Skytop Dr.**

Complainant, Michelle Highland reported her concerns regarding motor vehicle accidents on Daniels Farm Rd near Skytop Drive, particularly two in the recent past where the vehicle had gone through and or over the guardrail, across the sidewalk, through a page wire fence and onto her property below. Officer Richard contacted the complainant and reviewed the area and past accidents. Eight of the nine accidents recorded back to 2006 indicated that speed, along with the roadway being wet or slippery have contributed to these accidents. Town Highway and Engineering will be contacted regarding installing a Curve Ahead sign, possible enhancement of the guardrail system, and roadway design information. The area was also included on the monthly motor vehicle complaint form sent to the patrol and traffic divisions for enforcement.

**Speeding vehicles/stop sign violations. - Madison Ave/Chestnut Hill Rd.**

Complainant reported speeding vehicles on Madison Ave between Blackhouse Rd and Chestnut Hill Rd, and stop sign violations on Madison Ave at Chestnut Hill Rd. The area was included on the monthly motor vehicle complaint form sent to the patrol and traffic divisions for enforcement.

Reference Case 13-13597- Speed limit signs installed on Bonnie View Dr.

**Training Report**

ERT Training, Lt. Kirby and his staff ran a class who was attended by the following police departments Hartford, Fairfield, Stratford, Newtown, Greenwich and Danbury. Lt. Kirby introduced himself as the commander of the Southwest Regional Emergency Response Team, which covers six towns in Fairfield County, there are 27 members assigned to the team. Anyone who joined the team would need to attend a training class in Hartford or out of state; most times it is difficult to find a class it quite costly, about 3 years ago the Capital Regional asked to create a school identical to what they ran. The Capital Region assisted in getting everything together to run a class, they provided some of the lesson plans, etc. which basically helped Lt. Kirby form the school. Ever since then Lt. Kirby has been running the school every year for the past 3 years. This year the class ran from September 23 through October 4 which is a 2 weeks SWAT school which covers everything an officer will need to do. There were quite a few police departments that participated; Hartford had 7 officers, Weston, Fairfield, and Greenwich. The school was very successful. Chief Kiely said that the good things about having this class is the relationships you build along with everyone are trained the same. Another class that will be done is a tabletop run by FBI in New Haven which will simulate a situation at a mall.

**Detective Bureau Report**

Deputy Chief Harry reported about 2 cases that occurred in 2011, one was a home invasion in which the detectives were able to get a DNA hit on a suspect, and they are working on a warrant. Break-in at mall, the suspect disguised himself as a construction worker and made out with \$11,000 in watches. They were able to recover 4 of the watches and have ID on the suspect; they are working on an arrest warrant. Detective Coppola has been working on a probate case. The suspect was taking money from the family's estate.

**Unfinished Business**

There was none.

**New Business**

Chairman Testani when traveling to a neighboring town Sunday afternoon, witnessed a very horrific accident on the side of the road that had just occurred. Unfortunately, quite a few people just drove by the car which was almost totaled as if nothing had occurred. Chairman

Testani pulled over and there was a young woman along with a baby in the car, again which was almost totaled. The officer who responded could not address her medically; in fact Chairman Testani was ready to take her out of the car. The officer was concerned because of liability, because the officer was not properly medically trained which differentiate the Trumbull Police Officers. Chairman Testani said that after witnessing that the officer could not assist victim, the department needs to continue to make sure that the officers are properly trained as first medical responders in which they currently are. Chairman Testani thinks if the victim was in a life threatening situation the officer would have handled it differently. Chairman Testani wanted to compliment our officers as they do great at first medical responders for the department.

**Adjournment**

Commissioner Costantini made a motion to adjourn at 9:10 pm. Motion made 1<sup>st</sup> by Commissioner Costantini, 2<sup>nd</sup> by Commissioner DiGennaro. ALL IN FAVOR, MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Vivian Munoz  
Clerk of the Commission