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**STONINGTON BOARD OF POLICE COMMISSIONERS
REGULAR MEETING
Thursday, October 13, 2016
5:00 P.M AT THE STONINGTON POLICE HEADQUARTERS**

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DRAFT MEETING MINUTES (REVISED)

Present: Chairman Patrick Moukawsher & Vice Chairman Harry Holt
Commissioners Henri Gourd, Robert O'Shaughnessy & Raymond Trebisacci
Chief Darren Stewart & Captain Todd Olson

1. Call to Order / Pledge of Allegiance

Chairman Moukawsher called the meeting to order at 5:00 pm.

Chief Stewart took this opportunity to congratulate Chairman Moukawsher on his five years of dedicated and loyal service on the Board of Police Commissioners. While on the Board of Police Commissioners, Chairman Moukawsher has seen twenty-eight employees hired into the Department, he started funding for the radio system and he was very involved with the Department's boat, among many other things. He has been a very well informed member of the Stonington Board of Police Commissioners. Chief Stewart thanked Chairman Moukawsher for his service.

Chairman Moukawsher thanked everyone for their support, especially Peter Rotella for all he accomplished while on the Commission.

2. New Business

a. Planning & Zoning Special Use Permit Application: Deans Mill School/West Vine Street School

COMMENTS NEEDED

Julie Holland, K-12 School Building Committee
Anwar Hossain, Chief Architect, Drummey Rosane Anderson, Inc.
David Sullivan, Milone & MacBroom, Inc.
Jason Jones, Director of Technology, Stonington Public Schools
Kate Rotella, Stonington Selectwoman
June Strunk, Board of Finance
Stephen Muckle, CES Engineers

Chief Architect Anwar Hossain informed the Commission that a lot of time was spent looking at different options and this has been a collaborative design process. Mr. Hossain invited David Sullivan to discuss the site plans. Mr. Sullivan addressed the site and traffic engineering of Deans Mill first. The operations of student pick up and drop off was looked at closely. There was discussion involving bus and traffic flow, pick up and drop off areas, parking, traffic study, driveway sightlines, and signage. The office area will have a controlled vestibule, which complies with the School Safety Infrastructure Counsel and will

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have clear sightlines to the parking area. This is a four-phase project, school will stay in operation during construction, the project will take approximately 15 months and completion is scheduled for Fall 2018.

Commissioner Gourd is concerned with traffic flow while construction is taking place. Gilbane's Construction Manager will provide the Commission with construction phase details and proposed traffic patterns during construction for both schools at a future meeting. There will be entrances for construction crews and equipment that will be completely separate from entrances for parents, students and staff.

Stephen Muckle from CES Engineers spoke about the proposed camera and electronic system that will be installed. These cameras capture movement. The cameras will not be monitored around the clock but the system will alert the appropriate contact person if it is triggered. There will be 15 cameras outside and 30 cameras inside providing full camera coverage in corridors and the auditorium. Mr. Muckle is working with Jason Jones to set up the protocol for the communications and camera systems. Mr. Jones informed the Commission that there is access to the camera footage for 30 days after which the footage is archived but available to be viewed for up to 1 year. The cameras are reactive rather than proactive. A software package will be installed in order for live video to be viewed in the dispatch center.

The Commission was also interested in materials that are being used in construction and how they may affect communications. A main point of concern is the vestibule. There will be a double door entrance and access will need to be granted in order to get into the vestibule and again in order to gain entry into the office. The walls will be made of masonry to match the existing building. All windows will be made out of hurricane rated, tempered glass which is mandatory for the area. This is also the glass that will be used in the vestibule area. Chairman Moukawsher is concerned that this type of glass, which is different from bullet proof glass, may compromise the office area. If the office area is threatened, staff will not have control over the school. Mr. Hossain noted that they can definitely look into different glass options that will satisfy the Commission. Chief Stewart also stated that other newer schools and buildings with enhanced glass are seeing issues with communications. First responders radio systems and communications will not penetrate through the enhanced glass. He suggests a bidirectional amplifier be installed in the buildings that may need it. Ms. Rotella commented that she is willing to look into the costs of the bidirectional amplifier.

Mr. Sullivan discussed the site plans for West Vine Street School. There will be a separate bus drop off area and parent drop off area. There will be removable bollards for emergency access to the rear of the building. Sidewalks will be added and connected to existing sidewalks. Chief Stewart suggested to increase surveillance in the back of the building. Construction traffic flow, camera and electronic systems and building materials are very similar to those at Deans Mill. Mr. Hossain stated that what has been presented at this meeting is the site plan level and they are willing to come back to the Commission and present the detail plan level in order to address any additional concerns the Commission may have for the proposed plans.

Chairman Moukawsher called for a motion to advise P&Z that Commissioners did not see a traffic or parking issue but recommended that P&Z, in co-ordination with the Board of Police Commissioners, review the final plans to ensure compliance with the School Safety Infrastructure Council's criteria for school construction, review proposed traffic patterns during construction, and review to be sure that Emergency Services communications inside the structures are optimal. Motion made by Commissioner

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Holt as described. Motion seconded by Commissioner O'Shaughnessy. No discussion, all in favor, motion approved.

b. Kelley's Pace Races *VOTE NEEDED*

Jeff Anderson

Mr. Anderson informed the Commission that the courses are the same as last year. The Kelley's Frostbite 5-mile race will be held January 14, 2017 and the Kelley's Pace Hare Hop 5K race will be held March 4, 2017. No issues with Chief Stewart.

Commissioner Trebisacci made a motion to approve both Kelley's Pace Races events as presented upon proof of proper insurance and such other requirements as the administration may deem necessary. Motion seconded by Vice Chairman Holt. No discussion, all in favor, motion approved.

c. Police Commission Contact for CIP Committee *VOTE NEEDED*

In the past, it is usually the Chairman of the Board of Police Commissioners who is the liaison for the CIP Committee.

Commissioner Trebisacci made a motion to allow the incoming Chairman to designate the new CIP liaison. Motion seconded by Vice Chairman Holt. No discussion, all in favor, motion approved.

3. Old Business

a. E-mail from Planning & Zoning Re: Denison Pequotsepos Nature Center Events

Maggie Jones, Executive Director, Pequotsepos Nature Center

Ms. Jones addressed the Commission in regards to third party events to be held at the Nature Center. A lengthy discussion ensued where she expressed in part that most events would not be large scale events and would not be very different from what they have already been doing. Chairman Moukawsher commented that this is a location based question with the new location is on Route 27. There are 45 parking spaces available. Events that would exceed the amount of parking could create a traffic and/or public safety issues. The grand opening of Coogan Farm brought in 300 people and caused some parking and traffic issues according to Chief Stewart. He stated that parking issues have been a reoccurring theme in Town with properties exceeding their allotted number of parking spaces causes overflow parking.

Ms. Jones has since revised the event stipulations that were proposed to Planning and Zoning, however, the Police Commission can only look at what has already been presented. This would include 20 weddings and an unlimited number of events restricted to 150 guests, however, for events with 150 guests or more, an officer will be hired for traffic. Chairman Moukawsher notes that there is no cap on events with this proposal and it causes concern with the Commission about an unknown number of extra events held on the already burdened Greenmanville Ave. Commissioner Trebisacci stressed that there needs to be a plan or a framework for large events at the property. These large events need to be controlled; therefore, they will need approval from the Board of Police Commissioners since it will affect public safety and traffic. Chief Stewart reminded the Commission that the Police in general do not work events where alcohol is served unless it is one of the grandfathered events or new approval is gained

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through the Commission. He also questioned the number of liquor permit requests that could be expected. Ms. Jones explained that they have been doing these types of events for many years and that she did not understand why they had to apply. Chair Moukawsher reminded her that events have not been at the Coogan Farm as it just opened and that Planning and Zoning had approved their use with the stipulation that they not hold any third party events there without returning for approval. Chairman Moukawsher stated that there is a general consensus for the Nature Center to do well, however, he does not believe that there has been anything presented that would cause Commissioners to revise their prior expressed concerns regarding parking, traffic congestion, and events. Commissioner Trebisacci felt that the Nature Center should try to work this out with P&Z. There was general agreement by the Commissioners. Commissioner Trebisacci recommended this item be tabled pending further discussion with Planning & Zoning and that this Commission should revisit the revised plan at a later time. Tabled.

4. Traffic

a. Letter Re: Mason's Island Traffic Light

Chief McPherson sent a letter to the Police Commission regarding issues with traffic at the Mason's Island intersection. According to Chief Stewart, there is a priority green arrow for traffic heading east and turning left onto Hewitt Rd., however the current issue is for traffic heading west and turning left onto Mason's Island Rd. The State is hesitant to take property in order to create a priority left turn lane. The State DOT has been in a holding pattern with that intersection. Chairman Moukawsher asked Chief Stewart to talk with Chief McPherson

b. E-mail Re: Signing & Pavement Markings for Horizontal Curves on Local Roads

Installation will be starting soon

c. Old Stonington Road Parking/Signage – Memo Attached

Chief Stewart informed the Commission that the Department has reviewed the current signage on Old Stonington Rd. Chief McPherson had recommended taking down some "No Parking" signage at the September 8th Board of Police Commissioners meeting. This frees up 6-7 parking spaces.

Chairman Moukawsher called for a motion to authorize Chief Stewart to remove the "No Parking" signs, repost signs at the eastern and western ends of Old Stonington Rd. to read "No Parking Here to Corner", add "Do Not Block Driveway" sign at the old Tongue and Groove property, and remark remaining signs to read "No Parking Between Signs". Commissioner O'Shaughnessy made the motion as stated. Motion seconded by Vice Chairman Holt. No discussion, all in favor, motion approved.

d. Memo Re: Coogan Boulevard Rehab

No action.

e. E-mail Re: Route 1 @ Flagpole *FYI*

State of Connecticut will be posting "Keep Right" sign on the flagpole. Former sign taken down at some point and never replaced. No action.

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Vice Chairman Holt made a motion to add Stillman Ave (#04158) Load Posting to the October 13, 2016 regular meeting. Motion seconded by Commissioner Trebisacci. No discussion, all in favor, motion approved.

Vice Chairman Holt made a motion to post the bridge weight limit/load limit sign at Arch St. and Stillman Ave and also post an advance sign at Route 2 at the discretion of Chief Stewart. Motion seconded by Commissioner Gourd. No discussion, all in favor, motion approved.

5. Approval of Minutes for Thursday, September 8, 2016 Regular Meeting *VOTE NEEDED*

Commissioner Trebisacci made a motion to approve the minutes for the September 8, 2016 regular meeting as reported. Motion seconded by Commissioner Gourd. No discussion, all in favor, motion approved.

6. Report of the Chief of Police

Commissioner Trebisacci made a motion to add Route 2 at Elmridge Rd. traffic modification to the October 13, 2016 regular meeting. Motion seconded by Commissioner Gourd. No discussion, all in favor, motion approved.

Per Chief Stewart, the geometry of the Elmridge Rd./Route 2 intersection is acceptable to make the proposed modification of changing the straight/right turn lane to a right turn only lane and changing the left turn only lane into a left/straight turn lane.

Commissioner Trebisacci made a motion, based on the recommendations by Chief Stewart, to revise current signage and lanes at the Elmridge Rd/Route 2 intersection at Chief Stewart's discretion. Motion seconded by Vice Chairman Holt. No discussion, all in favor, motion approved.

a. Budget Report

Budget is looking good.

b. Monthly Report

DWI count is up. Commissioner Trebisacci asked what may be causing the spike in injury related motor vehicle accidents. Chief Stewart attributes it to multiple reasons including aggressive driving and more people getting medical treatment after being involved in any accident.

c. Pawcatuck Statistics

Going well.

d. Alarm Report

e. Special Event Schedule

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f. Letter Re: Mitchell – Resignation as Police Commission Secretary

Chairman Moukawsher thanks Natalie Mitchell for all her effort and hard work as Commission Secretary. She was very accurate and the Commission appreciates her work.

g. Bank Alarm Policy *VOTE NEEDED*

Updated version of existing Bank Alarm Policy.

Commissioner Trebisacci made a motion to approve the Bank Alarm Policy as presented. Motion seconded by Vice Chairman Holt. No discussion, all in favor, motion approved.

h. Spruce Meadows and Thread Mill Layout

Both will be opening soon.

i. Property to be Destroyed *VOTE NEEDED*

Chief Stewart included a list of items that are no longer needed or that are no longer usable.

Commissioner Vice Chairman Holt made a motion for Chief Stewart to make a request to the Board of Selectmen for the items on the list to be destroyed. Motion seconded by Commissioner O'Shaughnessy. No discussion, all in favor, motion approved.

Chief Stewart commends Detective Howard for his effort with a recent burglary bust. Officer Matt Capalbo has been appointed to Detective. Chief Stewart opened up communications with the RI Emergency Management Agency. Chief Stewart was invited by Joe Courtney to attend a round table meeting with the USDA which may help in funding the new radio system or at least provide another funding alternative. Chief Stewart also met with the manager of Electric Boat's security and discussed how they communicate. This may foster a public/private partnership.

New recruit Ryan Rogers started at the academy and new dispatcher Cameron Thompson is doing well. The new air conditioning unit will be installed November 17th.

Motion made by Commissioner Vice Chairman Holt to accept the Report of the Chief of Police. Motion seconded by Commissioner Trebisacci. No discussion. All in favor, motion approved.

7. Consent Agenda

- a. Letter Re: Thank you – SHYC Wounded Warrior Project**
- b. Memo Re: Job Well Done – Officer Wholean**
- c. E-mail Re: Thank you – Officer Paige**
- d. Memo Re: Job Well Done – Officer Hersh**
- e. Memo Re: Thank You – Officer Stamatien**
- f. Thank You – CIRMA**
- g. Letter & Highway Use Permit – Columbus Day Parade**
- h. Letter Re: Officer Paige**
- i. Letter Re: Thank You – Sergeant Ritacco**

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- j. E-mail Re: Wolf Neck Road FYI**
- k. E-mail Re: Westerly Ambulance**
- l. E-mail Re: Thank You**
- m. E-mail Re: Good Job – Officer Howard**
- n. Letter Re: Thank You – Russell Burkett**
- o. Stonington Community Classroom Work Study Program**
- p. Letter Re: Thank You – St. Michael School**
- q. Letter Re: Thank You – Selectman Spellman**
- r. Connecticut State Plan of Operation FYI**
- s. Letter Re: Thank You – Mystic Eats**
- t. Letter Re: Gardens by the Sea Event**
- u. Letter Re: Statewide Model Policy FYI**
- v. VoIP and 911 Service**
- w. Memo Re: Job Well Done – Detective Howard**
- x. Memo Re: Job Well Done – Officer Cullen**
- y. Letter Re: Veterans Day Parade**
- z. E-mail Re: Fiscal Year 2016 BVP Awards**

Commissioner Trebisacci made a motion to accept the Consent Agenda. Motion seconded by Vice Chairman Holt. Commissioner Gourd is continually impressed by the letters of appreciation that the Department receives. Chairman Moukawsher also thinks that it is remarkable to see the amount of appreciation and the level of professionalism of the officers. All in favor, motion approved.

Members of the Police Commission took this opportunity to thank Chairman Moukawsher for service as Board of Police Commissioners Chairman.

8. Adjourn

At 7:41 p.m., Vice Chairman Holt made a motion to adjourn. Motion seconded by Commissioner Trebisacci. All in favor. Meeting adjourned.

Respectfully Submitted,

Raymond Trebisacci
Secretary