

**MINUTES**  
**BOARD OF PUBLIC SAFETY**

**August 11, 2010**

A REGULAR MEETING of the Board of Public Safety was held on Wednesday, August 11, 2010, in the City Hall Auditorium.

Those in attendance included Mayor Ryan Bingham, members of the Board of Public Safety Richard Zaharek, James Potter, Christopher Cook, Douglas Benedetto and Darlene Battle, Police Chief Michael Maniago, Deputy Police Chief Christopher Smedick, Fire Chief John Field, Traffic Officer Robert Shopey, Deputy Fire Chief Gary Brunoli, Director of Operations at Campion Ambulance Fred Rosa, Tarringford Volunteer Fire Chief Lawrence Dauphanais, Drakeville Volunteer Fire Chief Michael Maccalous, Burrville Volunteer Fire Chief Ken Marques, Treasurer Arthur Mattiello, Fleet Manager Emil Castro, Comptroller Alice Proulx and Purchasing Agent Pennie Zucco.

Mayor Bingham called the meeting to order at 6:38 p.m.

**MINUTES**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to accept the minutes of the Regular Meeting held June 2, 2010.

**OPEN TO THE PUBLIC**

On a motion by Commissioner Benedetto, seconded by Commissioner Potter, the Board voted unanimously to open the meeting to the public.

Mr. Tim Thibault addressed the Board regarding Stillwater Pond Road, saying it is a young adult hangout, with as many as 25 cars parked on the east side of the road. He said there are no turnarounds, yet some do try, causing risk for unsuspecting oncoming drivers. Mr. Thibault said the rest turn around in the first driveway north of this area, which is his, resulting in as many as 20 cars a night in his driveway, causing property damage, littering, and foul language. He said that after several calls to the police department, this is still a nightly occurrence, which has severely diminished his quality of life on his own property.

Mr. Thibault asked the board to recommend that "No Parking" signs be added to east side of Stillwater Pond Road as well. Mayor Bingham invited Mr. Thibault to add his input to the discussion later in the meeting.

**EXECUTIVE SESSION: PERSONNEL**

On a motion by Commissioner Cook, seconded by Commissioner Benedetto, the Board voted unanimously at 6:40 pm to enter executive session under personnel, inviting Chief Maniago and Deputy Chief Smedick.

## **OPEN SESSION**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to return to open session at 6:50 pm.

## **HIRE POLICE OFFICER: Gonska**

On a motion by Commissioner Cook, seconded by Commissioner Zaharek, the Board voted unanimously to hire Matthew Gonska as a Probationary Police Officer.

## **ARCH. CONSULTANT: DISPATCH CTR. DESIGN**

On a motion by Commissioner Cook, seconded by Commissioner Cook, the Board voted unanimously to accept the recommendation of the Deputy Fire Chief and the Purchasing Agent to award the Architectural Consultant to Design Emergency Operation Dispatch Center contract to Jacunski Humes Architects, LLC of Berlin, CT in the amount of \$12,800.

Deputy Chief Brunoli explained that he is trying to put this out to bid September 1st.

## **FORD EXPLORER: POLICE CHIEF**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to accept the recommendation of the Purchasing Agent and the Fleet Manager to purchase a 2010 Ford Explorer for the Chief of Police from MHQ Municipal Headquarters, West Hartford, CT in the amount of \$26,579 from the Vehicle Replacement Fund.

## **FOUR POLICE INTERCEPTORS**

On a motion by Commissioner Potter, seconded by Commissioner Zaharek, the Board voted unanimously to accept the recommendation of the Purchasing Agent and the Fleet Manager to purchase four (4) Police Interceptors for the Police Department from Bonnell Motors, Inc. of Winchester, MA in the amount of \$29,630.00 per vehicle (\$118,520.00 total) from the Vehicle Replacement Fund with detailing performed by Write Way Signs of Torrington for a total detailing cost of \$2,316.00.

Mayor Bingham explained that anything over \$100,000 automatically goes before the Vehicle Replacement Advisory Board, which has reviewed these items and recommended their approval.

## **POLICE CHIEF'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to accept Chief Maniago's Report for May and June 2010 and Officer Shopey's Monthly Communication Report for May, June and July 2010.

Commissioner Benedetto questioned the lack of boot letters, and the reduction in fines collection. Chief Maniago explained the civilian clerks have been trained for the retired traffic clerk's duties, as that position has been eliminated from the budget. Each of three clerks will work one day per week in the Traffic Dept. with Officer Shoppey and light duty officers as well. Mayor Bingham commended the Chief and his staff for making this reduction work. Commissioner Potter said his concern is paying good money for certified police officers to do clerical work, which is not what they were hired to do. Officer Shoppey said he balances the funds on Fridays, keeping the continuity of that task to himself. He said there has also been a software change with the parking tickets which will bring them up to date soon.

### **NO PARKING: STILLWATER POND ROAD**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to install "No Parking" signs on the west edge of Stillwater Pond Road from the bridge to the 500-block of homes.

Officer Shoppey explained the problem of vehicles parking on both sides of the street, by people going to Stillwater Pond. He said one or both sides had been posted as "No Parking" in the past but the signage that's left is sporadic and not really enforceable. The road is very windy and curvy, and he recommended the elimination of parking on the west side of the road; he isn't opposed to eliminating parking on both sides, but pointed out that there is no other parking up there. Mr. Thibault said if parking was only eliminated on one side, his problems would increase. Commissioner Cook suggested the "No Parking" be seasonal. Officer Shoppey said it would be more difficult to enforce. Commissioner Potter asked what activities are there. Mr. Thibault said there are no marked trails, a beach area that is posted "No Swimming" and that opening day of fishing season is crazy, but what he's most worried about is the vandalism and loitering. Commissioner Benedetto asked what enforcement has been done, who owns the pond, and if it's posted "No Trespassing". He said the "No Parking" sign isn't going to eliminate all the problems.

Mayor Bingham said the first step is to limit the both-sides parking to allow for safer passage on Stillwater Pond Road. He suggested the area be looked at during the next month. Commissioner Potter recommended "No Loitering" signs and Commissioner Cook asked what will happen if there's no parking on the west side. Officer Shoppey explained that the cars will still need to turn around in Mr. Thibault's driveway, unless it's "No Parking" up past his property, for a half mile from the bridge. Commissioner Benedetto suggested "No Parking" on one side, beefing up the patrols in that area and reporting back next month. Officer Shoppey said it's State property, and doesn't know about our authority to post "No Loitering" signs. He said there's no shoulder there, yet there haven't been any accidents to his knowledge.

Commissioner Cook asked for a clarification of the motion, Mayor Bingham said it's to install "No Parking" signs on the west edge of Stillwater Pond Road and revisit it after further investigation.

Commissioner Zaharek asked if the State or the City would be liable should a traffic accident occur and whose jurisdiction it is. Officer Shoppey said it depends on the cause of the accident, such as line-of-sight. Commissioner Zaharek asked about jurisdiction for the area where loitering occurs. Officer Shoppey said the roadway belongs to the City, the west-side property is owned by the State.

### **FIRE CHIEF'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Zaharek, the Board voted unanimously to accept Chief Field's Report, Deputy Chief Brunoli's Report, Fire Marshal's Report, and Training Officer's Report for the time periods indicated on their reports.

## **EMS PROVIDER REPORTS**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to accept the EMS Provider Activity Report from Campion for May and June 2010.

## **BUS: DEPT HEADS**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to consider business by Department Heads.

Deputy Chief Smedick reported on the successful 5th annual Cops and Kids Day with 300 children and family members in attendance, along with the Mayor's Committee on Youth, Officer Pietrafesa, and other volunteers.

Chief Maniago said the Command Staff went to a one week FBI LEEDA Command School in June with 31 other Command Officers from CT and MA.

Chief Field informed the Board about the Diesel Exhaust System which has been installed and completed, and was acquired with grant money. They've received another grant for a new generator for both the existing building and the new addition which is a 75/25 match. He is requesting that the bid process be waived since they have a very strict timeline. Chief Field said the overall price will be \$116,400, but will cost the City only \$29,000.

Chief Field (Cont'd) The existing generator is approximately 50 or 60 years old, and its replacement is a necessity, he said. Commissioner Cook said he doesn't like 'waiving'. Chief Field explained that the chosen vendor is also removing the old generator. Deputy Chief Brunoli said this has to be ordered on Tues. Aug. 17th.

Deputy Chief Brunoli said that due to time constraints and the vendors' intimate knowledge of our systems and process, he recommended authorization of the use of specific vendors. Commissioner Potter asked how we know they will give us the best price possible. Deputy Chief Brunoli said we don't know, but they are already helping to design the system.

Commissioner Cook spoke in favor of sticking to the bid process. Deputy Chief Brunoli said he's looking at the timeline and that he has to account for every dollar in the grant. Commissioner Benedetto said they have confidence in him. Commissioner Potter said it's up to City Council, but without a bid, we'll never know if we're getting the best price. Commissioner Cook asked if there were any communication bids in the past that could be compared to these figures. Purchasing Agent Zucco said these vendors have been working with the City, and that the IT Dept. would recommend them. Commissioner Cook asked to revisit this in September. Commissioner Potter had it clarified that 1.773 million is covered by grants except \$133,000 and a \$29,000 match. He asked what budget the \$133,000 is coming from. Deputy Chief Brunoli said he will determine this soon, along with the Mayor and Comptroller, and that there are capital funds set aside for renovations. Mayor Bingham said there are in-kind donations for some of them, and for the last few years they've been budgeting for dispatch center upgrades. Commissioner Potter said if City Council is comfortable waiving the bid process, he is as well.

Chief Field reported on EMD grants received, with reimbursement monies for the new EOC that will go into the addition and \$5,000 worth of newly purchased equipment reimbursed through Homeland Security. He said there will be a regional amateur radio exercise on Saturday. Mayor Bingham said interviews were made to fill the vacant EMD position and he hopes to have a person appointed by September.

Deputy Chief Brunoli said he submitted a letter commending Equipment Maintenance staff for the effort they made repairing an alternator to get a ladder truck back in service for the weekend. He said since Emil has been the Fleet Manager, it's been good for the Fire Department.

He added that from August 23 through the 28th he will be in Chicago for an International Fire Chiefs conference along with the Chief and four Lieutenants. Deputy Chief Brunoli continued to say the tanker bids have been opened, and they will recommend a purchase soon.

Director of Operations Rosa said their volume continues to increase and they appreciate the Fire Dept.'s help. He

said his major concern is that their contract is up as of July 1st . Mayor Bingham said they'd discuss it under lease negotiations in executive session, and have ongoing communications with Bill Campion.

#### **BUS: VOLUNTEER FIRE DEPTS.**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to consider business by Volunteer Fire Departments.

Torrington thanked everyone who attended their Car Show, which was a big boost to the City and a nice fundraiser. He said the parts are on order for the traffic light's Opticom system at the Torrington/East Main intersection, which will help prevent potential accidents as the fire trucks pull out.

Burrville had no report.

Drakeville thanked Deputy Chief Brunoli for all the work he has done on the tanker.

#### **BUS: MAYOR & MEMBERS**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to consider business by the Mayor and members of the Board of Public Safety.

Commissioner Benedetto asked about the possibility of a blinking sign at Torrington VFD. Officer Shopey said the biggest issue is that it's a state highway. The problem with a blinking sign, he said, is that the State will probably make us buy it, and how we would power it is unknown. Off. Shopey said it's something that could happen, and offered to see if he can get the state to start looking into it. Commissioner Benedetto suggested the siren be considered again. Off Shopey reassured him that the Opticom system may eliminate the problem as it turns lights red on all sides to empty out all cars in that area.

In reply to Commissioner Benedetto's question, Chief Maniago said the officers on Water Street are on extra duty work; they are required by the grant they're working under and the contractor pays for them. Chief Field said they open the road for the Fire Dept.

Commissioner Potter thanked Drakeville VFD and Torrington VFD for the invitation to their annual dinner and reported that National Night Out was a great time.

Commissioner Cook also reported that National Night Out was a great time, commended Mr. Castro for doing a great job as Fleet Manager.

Mayor Bingham said there will be an Acting Mayor in his place at the September meeting.

#### **ADD TO AGENDA**

On a motion by Commissioner Cook, seconded by Commissioner Potter, the Board voted unanimously to add to the agenda.

#### **EXECUTIVE SESSION: Lease Negotiations**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to enter executive session under lease negotiations at 7:54 pm.

#### **OPEN SESSION**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to return to open session at 8:08 pm.

#### **ADJOURNMENT**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to adjourn at 8:09 p.m.

ATTEST: JOSEPH L. QUARTIERO, CMC  
CITY CLERK

Respectfully Submitted,  
Carol L. Anderson, CCTC

Assistant City Clerk

#### **MINUTES BOARD OF PUBLIC SAFETY September 1, 2010**

A REGULAR MEETING of the Board of Public Safety was held on Wednesday, September 1, 2010, in the City Hall Auditorium.

Those in attendance included Acting Mayor Elinor Carbone, Corporation Counsel Ernestine Yuille Weaver, members of the Board of Public Safety Richard Zaharek, James Potter, Christopher Cook, Douglas Benedetto and Darlene Battle, Police Chief Michael Maniago, Deputy Police Chief Christopher Smedick, Fire Chief John Field, Traffic Officer Robert Shopey, Deputy Fire Chief Gary Brunoli, Director of Operations at Campion Ambulance Fred Rosa, Torrington Volunteer Fire Chief Lawrence Dauphinais, Burrville Volunteer Fire Chief Ken Marques. Acting Mayor Carbone called the meeting to order at 6:30 p.m.

#### **MINUTES**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted

unanimously to accept the minutes of the Regular Meeting held August 11, 2010.

#### OPEN TO THE PUBLIC

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to open the meeting to the public.

There was no one who wished to speak.

#### FIRE CHIEF'S REPORT

On a motion by Commissioner Potter, seconded by Commissioner Zaharek, the Board considered Chief Field's Report, Deputy Chief Brunoli's Report, Fire Marshal's Report, and Training Officer's Report for the time periods indicated on their reports.

Commissioner Benedetto questioned the comp time for a firefighter to attend computer training in Middlebury. Chief Field replied that is for their CAD system and computer software upgrades from their vendor in Middlebury.

Commissioner Benedetto asked about the fire calls, saying on July 16th they responded to Perkins street for 'crowd control'. Deputy Chief Brunoli said it may have been a three car accident, and that he'll check and get back to Commissioner Benedetto. It was noted by Commissioner Benedetto that the Fire Department responded to 41 public service calls, and asked for a description or explanation in the next report. Chief Field said he'd submit a definition, as it's a wide variety of things.

Commissioner Potter asked about the protocol for multiple calls going on at the same time. Chief Field said when they have more than one simultaneous call, other Fire Departments are called in and the closest unit available is sent. Commissioner Potter said he wants to ensure we take advantage of our own resources.

Commissioner Benedetto asked for a report on the Chicago conference, to which Deputy Chief Brunoli replied this offers training in leadership skills and officer development.

Commissioner Potter asked if the tanker bid has been awarded. Deputy Chief Brunoli said it has not, as he needs a few questions answered with Purchasing and Finance.

Commissioner Cook asked about the sporadic medical assist calls. Deputy Chief Brunoli said if they need the Fire Department's assistance, they do call, and some days are busier than others. Mr. Rosa pointed out that his report shows less calls, but thinks this may be due to the type of call.

The Board voted unanimously to accept these reports.

#### DISCUSSION: SAFER GRANT

Deputy Chief Brunoli requested the Board allow them to apply for the SAFER grant due 9/17/10, explaining that is a three year program, with the Federal Government paying for the first two years, and the City paying for the third year's employee costs. The guidelines specify they will hire laid-off firefighters first, those threatened by lay-off second, fill positions vacated through attrition and not filled due to economic circumstances third, and finally hire new firefighters. He said they want to hire eight line personnel, four of which would be dual-role safety officer/inspector to help the Fire Marshal and also provide a Safety Officer on scene.

The request is to submit the grant application, and if awarded they would come back for further approval. Commissioner Cook said the Police Dept. had a similar grant that specified that those particular employees couldn't be removed, but a vacancy due to retirement did not have to be filled. Deputy Chief Brunoli said this is similar. Commissioner Cook asked for the average cost

of one firefighter; Chief Field said it may be \$80,000 before training costs, and that this grant will pay their salary and benefits in full, but not overtime salaries.

Chief Field added they may have some retirements coming up, and this may make it easier.

Commissioner Cook said he is in favor of being proactive, applying for grants, and asked that more information be supplied. Chief Field offered to send this information.

Commissioner Potter asked what the time frame is, to which Deputy Chief Brunoli replied that it is usually eight or nine months.

#### ADD TO AGENDA

On a motion by Commissioner Cook, seconded by Commissioner Benedetto, the Board voted unanimously to add to the agenda.

#### SAFER GRANT APPLICATION

On a motion by Commissioner Cook, seconded by Commissioner Battle, the Board voted unanimously to approve Deputy Chief Brunoli's application for the SAFER grant for the Fire Department.

#### POLICE CHIEF'S REPORT

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board considered Chief Maniago's Report from July 2010 and Officer Shopey's letters dated August 26, 2010 regarding Special Events and Main Street Meter Removal.

Commissioner Benedetto asked for an update on Stillwater Pond Rd. Deputy Chief Smedick said the area was checked on the evening shift, with no issues found that he's aware of. He added that the signs have been installed. Commissioner Battle had it clarified that since the signs went up, everything's turned out well. Chief Maniago added that the community enhancement unit has been up there as well, they are taking that complaint seriously, and the no-parking signs will help.

Commissioner Potter pointed out the Main Street Meter Removal had been previously discussed, and denied, by this Board, and questioned DOT's involvement. Officer Shopey said he contacted them because of complaints received to see what our options were. He said the DOT has no record of having authorized those meters to begin with, they stated there was not enough travel room with parking on both sides, and they will re-align the center line to provide more room. Officer Shopey said the parking spaces are used mostly for parents dropping off and picking up school children, and Commissioner Potter said there was some concern in the past that the spaces were needed for the churches. Officer Shopey said it is the State Traffic Commission's decision. The Board voted unanimously to accept these reports.

#### EMS PROVIDER REPORTS

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to accept the EMS Provider Activity Report from Campion for July 2010.

Commissioner Benedetto expressed a concern about City coverage now that we're not working under a contract. He asked if we're getting the same service, to which Mr. Rosa replied the service is exactly the same if not more.

Commissioner Benedetto asked about the Department of Public Health standards for Ambulance service. Mr. Rosa explained Campion holds the position of primary service responder for all three categories in the City of Torrington -- First Responder, Basic Ambulance and Advanced



Life Support. He said it's a performance standard, where they should have the resources available and make them available to the City whether there is a contract or not.

#### **BUS: DEPT HEADS**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to consider business by Department Heads.

Chief Maniago reported the following: their new High School SRO, Officer Madelyn Farfan, started this week; the dispatch area technology upgrade received under a grant is complete, except for a side office; with another grant the records vault has been upgraded, doubling its capacity; a Department newsletter is going out via email; and Citizen Police Academy starts in two weeks.

Deputy Chief Brunoli thanked the Police Department for inviting them to 330 Highland Ave for the Community Event, working together to form a better relationship out in the community.

Mr. Rosa asked about progress on the RFP. Atty. Weaver said she will be contacting them to set up a meeting soon. Commissioner Cook asked where we stand on the Campion contract, which ended July 1st, and if Campion is being paid month to month. Mr. Rosa replied they are not, and they are servicing the City according to the State guidelines. Commissioner Potter clarified they are required to service the City as PSA holders, by the State. Commissioner Benedetto asked for an explanation about the PSA, saying we couldn't change the ambulance service even if we wanted to, because they hold the PSA. Mr. Rosa said to take the PSA back, we'd have to petition the State and say that we (Campion) weren't performing or living up to our contracts or our standards. He said it's a performance issue, specifically set up that way to take politics pressure out of the equation and it would go to a hearing where the City would present evidence that Campion was either not fulfilling its role, or it is, and the State would then make that determination. Commissioner Cook asked when Campion went for the PSA. Mr. Rosa said Campion has held it since 1985, for two reasons: 1) they bought Paramedical which had a PSA, and 2) the City relinquished all their PSAs to Campion at that time.

#### **BUS: VOLUNTEER FIRE DEPTS.**

On a motion by Commissioner Benedetto, seconded by Commissioner Potter, the Board voted unanimously to consider business by Volunteer Fire Departments.

Burrville and Tarringford thanked Tarrington for their help with a hose test.

Tarringford said their free floor, won in a contest, should arrive in 3 to 4 weeks, and the Opticom is still not working. Officer Shopey said the parts are in and they will work on it.

#### **BUS: MAYOR & MEMBERS**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to consider business by the Mayor and members of the Board of Public Safety.

Commissioner Zaharek asked about patrol dog fundraising progress, and Chief Maniago said they are about halfway through the cost of about 7 or 8 thousand dollars, and the new dog will be primary patrol, then trained for lost people or suspect search, plus drug search.

Commissioner Benedetto asked about the Animal Control Officer. He pointed out that the patrol division handled 80% of those calls. Chief Maniago said there was some vacation time, off-peak hours, and weekends. Commissioner Benedetto asked if these officers are trained in handling animals. Chief Maniago said no, but police officers, like firefighters, are very resourceful and usually find a way to handle the scene. Commissioner Benedetto asked if the part-time help

handles emergency situations. Chief Maniago said not everything is done by the part-time employee as the funds are limited.

Commissioner Potter asked for a progress report on the grants for the EOC addition to the building. Deputy Chief Brunoli said he submitted the final corrections for the \$850,000 technology grant and contacted the State regarding the construction money, without receiving a reply yet. He said the Mayor's office is working with officials in Washington to try and push the money along, and the generator grant purchase order has been issued. Deputy Chief Brunoli met with officials from the statewide emergency telecommunications regarding the funds of up to \$250,000 that they will supply for the transition combining the two dispatch centers. He said they were very impressed with the project, offering assistance getting the paperwork completed. Commissioner Cook pointed out the Fire Department's earned comp time was down to three firefighters. Deputy Chief Brunoli said they hadn't been doing any training where the comp time was afforded. Chief Field said there will be more in September and October due to Fire Prevention programs in the schools.

Commissioner Cook commended Police Officers Sultaire and Pisarski for their help at the Police Academy.

Commissioner Battle asked about the SRO for the Middle School. Chief Maniago said they are still going through the hiring process and it won't be until after the first of the year. Commissioner Battle asked if the Civilian Police Academy has reached capacity and Chief Maniago replied that it is just about full.

Commissioner Benedetto asked Chief Maniago about the clean and sober house on Pulaski Street, saying the neighbors complain about the noise, foul language, and foul music. He asked if a patrol could be sent there. Chief Maniago said he preferred to proactively mitigate it out with the person who runs the house, as it's their responsibility. He said he would also send a patrol. Chief Field said there are no fire code violations.

#### ADJOURNMENT

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to adjourn at 7:15 p.m.

ATTEST: JOSEPH L. QUARTIERO, CMC  
CITY CLERK

Respectfully Submitted,  
Carol L. Anderson,  
CCTC  
stant City Clerk

Assi