

Town of Old Saybrook Police Commission

Regular Meeting Minutes March 25, 2024

A Regular Meeting of the Old Saybrook Police Commission was held in hybrid format on Monday, March 25, 2024. This meeting was held at 6:30 PM in the First Floor Conference Room of the Old Saybrook Town Hall, 302 Main Street, Old Saybrook, Connecticut.

A video recording of this meeting is available at the following link for the next thirteen (13) months:

<https://www.youtube.com/watch?v=JvQmDIVGa9A&list=PLbEt7-HiGQ8lkzu3orommZdve08xE8Akj&index=27>

Attendance

Chairman Alfred Wilcox, Vice Chairman Renee Shippee, Secretary Jill Notar-Francesco, Commissioners Mark Ciliano, Jacqueline Prast, and Carl Von Dassel (virtual). Commissioner Jessica Calle was absent. Michael A. Spera, Chief of Police, was also present.

I. Call to Order

Video Timestamp 0:22

Chairman Wilcox called the meeting to order.

The Pledge of Allegiance was recited.

Chairman Wilcox turned the meeting over to Chief Spera who requested a moment of silence for the passing of the Department's 4th Chief of Police, Edmund H. Mosca, Sr.

Chief Spera read a formal statement on behalf of the Department concerning Chief Mosca's passing. The statement is attached to these minutes.

A moment of silence was held in honor of Chief of Police Edmund H. Mosca, Sr.

Chairman Wilcox commented.

II. Comments from the Public

Video Timestamp 4:47

A member of the public commented concerning a previous criminal investigation and concerns about a future criminal investigation. Chairman Wilcox referred the citizen to the Department for assistance.

III. Discussion and Possible Action on the Meeting Minutes of February 26, 2024

Video Timestamp 9:19

A Motion was made by Secretary Notar-Francesco and seconded by Commissioner Prast to approve the meeting minutes for February 26, 2024 as presented.

In favor 6

Oppose 0

Abstain 0

Motion carries.

IV. Correspondence

Video Timestamp 9:43

There was no correspondence for the Commission to review.

V. Executive Reports

Video Timestamp 9:56

The Executive Reports were delivered by Chief Spera as indicated below.

a. FY 25 Budget Process

Video Timestamp 10:02

Chief Spera thanked those Commissioners who attended a recent Board of Finance Meeting where he was asked additional questions on the proposed FY 25 Budget. The Chief reported that the Commission's Approved FY 25 Budget as submitted, other than the self-made reductions previously communicated, was approved by both the Board of Selectmen and Board of Finance. The FY 25 Budget Process will now advance to a Town Meeting which will adjourn to referendum.

b. FY 24 Operating Budget

Video Timestamp 10:57

Chief Spera reviewed the FY 24 budget with the Commissioners and stated that he has no concerns with the budget at this time.

Secretary Jill Notar-Francesco noted that while seventy-one percent of the year has passed, seventy-four percent of the Expenses and Supplies portion of the budget has been expended. Chief Spera spoke to her comment by explaining that there are some fiscal liabilities that are routinely satisfied at the beginning of the year preventing the expenditure of the budget from running parallel with the progression of the fiscal year. Secretary Jill Notar-Francesco noted that the entire budget appears favorable to end with a surplus. Chief Spera agreed.

c. Off Budget Accounts Review

Video Timestamp 12:36

Chief Spera presented the off-budget accounts to the Commission. There were no questions.

d. Personnel Matters

Video Timestamp 12:56

Chief Spera stated that there was nothing to report.

e. Professional Development Update

Video Timestamp 13:01

Chief Spera stated that there were no professional development activities to report.

f. Activity Report

Video Timestamp 13:06

Chief Spera presented the activity report to the Commission.

Chairman Wilcox asked for clarification concerning the activity of "patrol check."

Chief Spera explained the activity, classifying it as "proactive." He reminded the Commission that the data related to this activity is not included in the Department's staffing formula.

Commissioner Prast asked about the "Missing Person" category. The Chief spoke briefly about the Dispatch Protocols and how the report is created based on data retrieved from Dispatch.

VI. Discussion Concerning Amended Bylaws

Video Timestamp 16:42

The Commission By-Laws, as revised, were presented to the Commission.

Secretary Jill Notar-Francesco noted an edit required in the table of contents. She stated that she also noticed that the numbering in the various by-laws had been removed. The Chief stated that he thought that is what the Commission desired, while the Chairman indicated that the Commission desired numbering throughout the document. Secretary Jill Notar-Francesco agreed.

The Chief and the Commission collaborated on the numbering sequence desired by the Commission.

A final set of revised by-laws will be disseminated to Commission Members prior to their next meeting, and placed on file at the Old Saybrook Town Clerk's Office. The by-laws will also be posted on the Police Commission website.

VII. Discussion and Possible Action Concerning the Second in Command Position

Video Timestamp 24:16

The Commission reviewed a document provided by the Chief of Police.

The document provided the Commission with suggestions concerning Department Structure, position qualifications, and decision points. The document was posted online for the public to view.

Chairman Wilcox expressed his concern that the Chief of Police's voluntary retirement may be soon and, therefore, he feels that a Deputy Chief should be the first position created and appointed first.

The Commission discussed various options, including the creation of a new Deputy Chief of Police position along with two new Lieutenant Positions. It was discussed that any position(s) created under the rank of Deputy Chief would most likely become positions represented by the Police Union.

There were discussions concerning a Department Structure that would begin in one manner and transition into another, such as promoting two Lieutenants initially and then promoting one of the two to the position of Captain. This would create a final Department hierarchy of Chief, Deputy Chief, Captain, and Lieutenant.

The Chief emphasized that despite the option selected by the Commission, as presented in the document he provided, no new sworn law enforcement positions would need to be added. He reiterated that all promotions would involve the existing twenty-five sworn law enforcement officer positions.

The Chief briefed the Commission on historic Department Structures over the past three decades. This included having a Chief, Deputy Chief, and four Lieutenants at one point in the past.

It was agreed that Commission Members would take the next month to reflect on the material presented, the discussions had, and input from citizens to be prepared to act on the future structure of the Agency at the next meeting to be held in April.

At the conclusion of the discussion Chief Spera recommended that agenda item "Comments from the Public" be moved to prior the proposed Executive Session to accommodate the citizen in attendance who desired to speak.

The Chairman agreed.

A Motion was made by Secretary Notar-Francesco and seconded by Commissioner Ciliano to have "Comments from the Public" moved on the Agenda, prior to the anticipated "Executive Session to Discuss Matters Pertaining to Collective Bargaining" and an "Employee Matter."

In favor 6

Oppose 0

Abstain 0

Motion carries.

X. Comments from the Public

Video Timestamp 1:43:32

A member of the public spoke about the PERF Study and his concern that it was not addressing the long-standing question of how many police officers Old Saybrook needs. He also pointed out a discrepancy on the Police Commission Meeting's start time in one section of the Town website.

The same member of the public asked if PERF or the Commission would be studying the outsourcing of Dispatch to save money.

The same member of the public asked about when the Chief's evaluation would be realized. Both the Chairman and the Chief responded.

VIII. Discussion and Possible Action to Enter into Executive Session for the Purposes of Discussing Matters Pertaining to Collective Bargaining and an Employee Matter.

Video Timestamp 1:47:26

A Motion was made by Secretary Notar-Francesco, and seconded by Commissioner Ciliano to enter Executive Session inviting Chief Spera to attend.

In favor 6

Oppose 0

Abstain 0

Motion carries.

The Police Commission went into Executive Session at 8:29 PM.

Commissioner Von Dassel left the meeting (virtually) at 8:29 PM.

The Commission resumed public session at 8:38 PM.

XI. Comments from Chief

Video Timestamp 1:48:11

The Chief spent time praising his personnel for their dedication and work. He cited examples of how their work literally saves lives.

XII. Comments from Commission

Video Timestamp 1:49:56

Commission Prast spoke about her experience attending the first D.A.R.E. Class of the year as a member of the Old Saybrook Middle School Staff. She praised Patrolman Aresco and spoke about how engaged and excited the fifth-grade students were during the class.

XIII. Adjournment

Video Timestamp 1:50:49

A motion was made by Commissioner Ciliano and seconded by Commissioner Prast to adjourn the meeting.

In favor	5
Oppose	0
Abstain	0

Motion carries.

The meeting was adjourned at 8:42PM.

Respectfully submitted
Chief Michael A. Spera



Michael A. Spera
Chief of Police

TOWN OF OLD SAYBROOK DEPARTMENT OF POLICE SERVICES

36 Lynde Street • Old Saybrook, Connecticut 06475

SPECIAL PRESS RELEASE FOR IMMEDIATE RELEASE

March 23, 2024

Statement Concerning the Passing of Retired Police Chief Edmund H. Mosca

It is with deep regret and much sadness that the Old Saybrook Department of Police Services announces the passing of Retired Police Chief Edmund H. Mosca. He passed away peacefully with his family by his side.

Chief Mosca was the fourth and longest serving Police Chief in Old Saybrook until his retirement. His distinguished career included serving as the Vice President at Large for the International Association of Chiefs of Police, serving in every Executive Leadership role for the Connecticut Police Chief's Association, and serving as Chairman of the Police Officer Standards and Training Council.

"His contributions to the Old Saybrook, State of Connecticut, and National Law Enforcement Communities are both immense and immeasurable," said Michael A. Spera, Chief of Police, "We will forever be grateful for his contributions to our profession."

The Department is grieving with the Chief's friends and family and will be working with them to respectfully carry out their and Chief Mosca's final wishes.

Michael A. Spera
Chief of Police