

**MADISON DEPARTMENT OF
POLICE SERVICES
REGULAR MEETING – March 8, 2007
9 CAMPUS DRIVE, MADISON– 7:30 PM**

Attendees: Commissioner Emile Geisenheimer, Commissioner Thomas Cartledge, Commissioner David Smith, Commissioner Michael Rollinson

Also Present: Lt. Robert Stimpson; Officer Daniel Maxwell

Absent: Chief Paul Jakubson; Commissioner Michael Heaney

CALL TO ORDER

Meeting was called to order at 7:33 PM by Chairman Geisenheimer followed by the Pledge.

PUBLIC COMMENTS

Chairman Geisenheimer opened the meeting to the public for comments. None

GRIEVANCE(S)

- **IBPO Grievance: 02-2007 – 2nd Step**

Lt. Stimpson will not present this grievance as he is a union member as well as the grievant (Maxwell). Chairman Geisenheimer commented, this grievance was scheduled earlier and was deferred to this meeting at the request of the grievant. Lt. Stimpson requested that the grievance be tabled

MOTION by Smith, Second by Cartledge. All in favor. None opposed. So moved.

Maxwell leaves (7:38)

CONSENT AGENDA – CHIEF’S REPORTS

MOTION by Smith, second by Rollinson to accept the minutes of the Regular Meeting of February 1, 2007. All in favor. None opposed. So moved.

MOTION by Smith, second by Rollinson to accept the minutes of the Special Meeting of February 8, 2007. All in favor. None opposed. So moved.

MOTION by Smith, second by Rollinson to accept the minutes of the Special Meeting of March 2, 2007. All in favor. None opposed. So moved.

MOTION by Cartledge, second by Rollinson to accept the Consent Agenda. All in favor. None opposed. So moved.

COMMITTEE REPORTS

MOTION by Smith, second by Cartledge to table Committee Reports. All in favor. None opposed. So moved.

7:39 PM

MOTION by Smith, second by Cartledge to add line item transfers and a special appropriation to New Business. All in favor. None opposed. So moved.

OLD BUSINESS

- **Chief’s Benefit Statement**

MOTION by Smith, second by Rollinson to table discussion. All in favor. None opposed. So moved.

- **Policy Revision – XI. Recruitment and Selection, 2nd Reading**

Chairman Geisenheimer said that as discussed at the last regular meeting; they will permit the Chief to utilize methods other than South Central Criminal Justice Administration to advertise, test and select recruits for the Police Department. Lt. Stimpson distributed a packet of materials that is indicative of other department's recruiting bonuses, detective bonuses, moving allowances, housing down payment bonuses, time off credits, sign-on's, etc. being offered to entice candidates either as new or transfer applicants.

7:44PM

NEW BUSINESS

- **Line Items/Special Appropriation**

Line Item Transfers and the Special Appropriation were presented by Lt. Stimpson to the Board for consideration.

Lt. Stimpson discussed a transfer of \$4,600 from Maintenance by Public Works account to Overtime Investigations to cover the deficit caused by numerous lengthy investigations.

MOTION by Smith, second by Cartledge to approve the Line Item transfer of \$4,600 from Maintenance by Public Works account to Overtime Investigations. All in favor. None opposed. So moved.

Lt. Stimpson discussed a transfer of \$200 from Police Services and Supplies to Purchase Services to cover the deficit caused the annual fees of South Central Criminal Justice Administration, which typically overdraws each year because every year this account is cut by \$200 - \$300.

MOTION by Smith, second by Cartledge to approve the Line Item transfer of \$200 from Police Services and Supplies to Purchase Services. All in favor. None opposed. So moved.

Lt. Stimpson reviewed a Special Appropriation request in the amount of \$49,022 to offset a deficit and projected funding for the Holiday account differential. This large deficit is directly due to the new IBPO contract between the town and union to provide for substantially enhanced benefits to each officer working on specified holidays. This is a change because under the old IBPO contract, an officer could opt for comp. time in lieu of pay for holidays worked; under the new IBPO contract the comp. time option is curtailed to six of the thirteen holidays. For the remaining seven holidays, officers are paid triple time; that amount was not factored into the budget, as it was not known at the time. Chairman Geisenheimer asked how triple time factors in. Lt. Stimpson explained that all holidays are potentially triple time; for 7 of 13 there is no choice to take the comp. time option. He further explained how holiday pay was handled under the old contract vs. the new contract.

Lt. Stimpson continued, at this time of year we should be approximately 68% expended in each account; right now the OT account is in good shape, but May and June require a lot of OT for vacation time used before the end of the year. The investigative and training accounts are in trouble. Chairman Geisenheimer commented, the point is, we don't have any excess in any account – normally we are in a deficit. Lt. Stimpson said he feels we are doing pretty well. The holiday deficit takes into account the \$23,000 negative balance, plus the holidays to occur by the end of the fiscal year.

Commissioner Rollinson asked if there are changes as to how the time off is to be granted? Lt. Stimpson answered, it is the Chief's order – no more single days; he has tightened up on provisions for officers to get time off. Commissioner Cartledge asked if this time-off request will be limited for the balance of the year? Lt. Stimpson answered he expects so. We have checked holiday accounts from previous years and taken into account the deficits and outstanding holidays, to arrive at this holiday account deficit number.

MOTION by Smith, second by Cartledge to approve the Special Appropriation for the Holiday Differential account in the amount of \$49,022. All in favor. None opposed. So moved.

7:56 Chairman Geisenheimer called for a brief recess.

8:01 Meeting resumed

Lt. Stimpson reviewed the 07/08 Budget Proposal. The First Selectman's guideline was 5%; this budget came in at 5.034%. Commissioner Smith commented the increase was improperly quoted as 5.25% in the newspaper.

Lt. Stimpson highlighted the major changes but said for the most part, the budget remains the same. Wages includes 2 proposed officers; holiday differential is \$107,900, which reflects funding due to the contract provisions enhancing benefits officers receive for working holidays. The average number of holidays worked by officers is 9.5/year. Under the new contract, the Town can buy back one week of vacation time at time & one-half or an officer can sell back one week to the Town at time & one-half. With an officer's ability to take time off reduced due to time being bought back by the Town, he/she may now bank some of the holiday time that is being lost due to vacation reductions. There is no holiday history – this is a best guess for a prudent budget number.

OT Replacement is decreased by \$5,000; the hope is savings by not having to replace people. Chairman Geisenheimer commented, if you compare this and previous years, the percent is \$5000 over actual history. Commissioner Smith added, they had to take into consideration holiday comp. time and vacation buy backs. It is possible that OT Replacement may be less than \$100,000; we should project on what we have to date for next year. Lt. Stimpson explained the Wages line item went up because they have to budget for the Town buying back vacation time that officers have on the books and officers themselves potentially buying back vacation time; that is included in the Wage line item. Chairman Geisenheimer explained, that includes contractual salary increases, 2 new officers, and those items discussed by Lt. Stimpson. The overall budget comes in at just under 5%.

Lt. Stimpson added, there aren't any other substantial changes - wages are driven by the contract. We had to increase several fuel line items based on the town engineer's estimates. Part-time officer positions are cut to \$10,800 based on the Chief's directive that the part-time officers must work 16 hours/month. Commissioner Rollinson asked if that takes into account training? Lt. Stimpson answered, no – that is from the Training account. Commissioner Cartledge asked if the budget includes vehicles? Lt. Stimpson advised that is a line item that is filled upon approval of the capital request for vehicles. We don't put vehicles into the operational budget; the Finance Dept. moves that money in once approved. He said he can't anticipate what the Finance Dept. will approve in the capital account. Commissioner Rollinson asked if all town vehicles are purchased differently? Lt. Stimpson said everyone is looking at the same money.

Commissioner Rollinson revisited the holiday component of the budget and asked if it is based on 13 holidays/24 officers? Lt. Stimpson said it should be increased by 2; they have to anticipate officers who will have time bought back and/or will sell back an additional week at time & one-half. The potential is 2 weeks buy back at time & one-half; that is a lot of the increase. There is no history on that.

Chairman Geisenheimer said he would like to subtract the \$50,000 from the vehicle budget for the purpose of comparison because it is a capital item; we do not have it in the new budget. We can then compare the two budgets. Also, he would like to look at the wages account data for historic spending; 05/06 figures rather than 06/07; he would like to see the progress we are making. Commissioner Rollinson asked about the Special Duty/Board of Education and Outside Special Duty accounts - what is the standing now for this year? Lt. Stimpson advised, the increase is contractual for wages.

Chairman Geisenheimer questioned why OT-Special Functions is so much (\$18,622). Lt. Stimpson explained the increase is due to the necessity to fund a major function on August 8, 2007, which is when Madison Hose will celebrate its 100th anniversary. There will be a parade through town, in addition to Beach & Rec having a large event at the Surf Club with fireworks. This replicates the 4th of July celebrations that used to be held with fireworks and the parade on the same day.

MOTION by Rollinson, second by Smith to table the approval of the budget pending additional information. All in favor. None opposed. So moved.

MOTION by Smith, second by Rollinson to review and approve the 2007/08 budget at a special meeting on Tuesday, March 13, 2007 at 10:30 AM. All in favor. None opposed. So moved.

8:32 PM

COMMISSIONER'S COMMENTS - NONE

MISCELLANEOUS CORRESPONDENCE

Lt. Stimpson referenced letters of appreciation for assistance rendered by Officer Lori LaPrise in a vehicle recovery; Chief Jakubson at a Roger Williams University round table discussion; Commissioner Leonard Doyle's thanks for recognition of the investigative work of Detective Christopher Consorte of the State Police; Lt. Michael O'Connor and Officer Daniel Hedges for their assistance to the North Haven Police Dept., and the DOT acknowledgement of a speed limit application relative to Concord Drive/Williamsburg Circle/Georgetown Circle. Chairman Geisenheimer congratulated these members of the department for their fine work and the recognition they have received from the community and various agencies.

MOTION by Smith, second by Rollinson to adjourn to Executive Session at 8:36 PM. All in favor. None opposed. So moved.

EXECUTIVE SESSION

Present in Executive Session: Chairman Geisenheimer; Commissioners Cartledge, Smith and Rollinson.
Discussed: Investigative review and staff duties.

9:15 PM

Return to Open Session

MOTION by Smith, second by Rollinson to adjourn the regular meeting at 9:15 PM. All in favor. None opposed. So moved.

Minutes Accepted: April 5, 2007