

Waterbury Village Board of Trustees Meeting
Main Street Fire Station
July 24, 2013

Attendees: P. Howard Flanders, Village President; Lawrence Sayah, Trustee; William Shepeluk, Municipal Manager; Joby Feccia, Police Chief; Anne Imhoff, ORCA Media; and Denise McCarty, Board Secretary.

The meeting was called to order at 4:35pm.

June Police Report

J. Feccia distributed the police statistical report through June. The report will be done more smoothly with the help of the new administrative assistant. It was noted that the number of tickets issued and ticket revenue is down. Questions were asked about the decrease in the number of traffic stops and tickets from May to June. J. Feccia stated that he would work to bring those numbers up, and does not anticipate that July is much higher, at this point in time. P. Howard Flanders asked that this issue be addressed at the first meeting in August.

Recommendation from Manager and Chief on Electronic Speed Detection

J. Feccia distributed two quotes with information on the speed detection units. The quote from JAMAR was \$3,930. The unit is a black box with a radar unit and recorder that records traffic data. The All Traffic Solutions unit is \$4,300 and is a small portable unit that shows a digital read out of speed and also records traffic data. Both unit generate reports and give data. A discussion was held as to whether the digital read out is useful.

P. H. Flanders asked if insurance would cover the unit if it was stolen. The unit would be put on the insurance schedule and would be covered after the deductible. The recommendation is to purchase the All Traffic Solutions unit. W. Shepeluk explained the funding and indicated that the unit could be paid from a grant and the CIP fund. The unit could be purchased without negatively impacting the taxpayers. J. Feccia stated that the unit would be helpful in obtaining real data in areas where there have been complaints. P. H. Flanders asked if speeding could be prevented once the data is received. W. Shepeluk responded that the data will be helpful in that the officers will be able to target speed patrols. P. H. Flanders would like Chief Feccia to write up a manual and policy on how the radar would be used.

More discussion followed: If we can't get people to follow up with what the results show, there's no point in purchasing the unit. Could a specific officer be responsible to do this? The device would need to be put up, taken down, moved, and the data analyzed. The batteries are rechargeable. If we are going to spend around \$4,000 on it then we should have a sign displayed to inform people that they are being radar monitored. The sales representative should come out and train Chief Feccia on how to set it up and pull the data from it. **L. Sayah made a motion to purchase the All Traffic Solution radar device for the police department at the price of \$4,300. P. Howard Flanders seconded the motion. Motion was voted on and passed by those present.**

Update on Officer Hiring

Chief Feccia gave an update on the status of the hiring of one Waterbury Police Officer. Eight people were originally interviewed several weeks ago and a few people were eliminated after the interviews due to further background checking. It is now down to four candidates that are vying for the position. Chief Feccia stated that all four candidates are being sent to the police academy for further testing. The four candidates will have a written exam, physical fitness testing and psychological testing. If they do not pass any part of the test, they would not be eligible to go to the academy. This process is necessary to narrow down the selection to one person. The police academy will not begin until February 2014. One of the candidates has part time certification and one candidate has certification in another state. Chief Feccia stated that it will take up to 6 weeks after the police academy graduation to get the person up to speed. Discussion followed regarding what the next phase of the hiring process will be, will the Village hire someone first and then their first assignment is going to the police academy and the Village would pay them, what reassurances would the Village have if a candidate was sent to the police academy, they may not pass; should the search continue to open up the candidate pool a bit more to include candidates that are already certified? No action was taken at this time.

Updates on Administrative Assistant Functions

The new administrative assistant for the Waterbury Police Department has been hired. She works Monday through Thursday from 9 am to 2 pm. She has been working on basic organization of the office, organizing files, going through parking tickets to see what has been paid and what hasn't and sending notices out. She is answering the phones, taking messages, answering the door, working on billing. She has access to all the systems and is still learning. Chief Feccia is extremely appreciative that she is there to assist him.

Police Training Update

Chief Feccia reviewed the required core courses that Waterbury police officers need to have every year. Police officers are required to have 30 hours of training per year. Discussion followed with Chief Feccia describing the different trainings that are offered. No action was taken at this time.

Minutes

The May 22, 2013 and July 22, 2013 meeting minutes were reviewed. **L. Sayah made a motion to approve the May 22nd meeting minutes and the July 22nd Joint meeting minutes of the Water and Sewer Commissioners and the Village Trustees. The motion was seconded by P. Howard Flanders. The motion was voted on and passed by those present.**

Other Business

There is a request to use Rusty Parker Memorial Park by Hunger Mountain Children's Center for a fundraising event on September 21, 2013 from 3:00 to 8:00 pm. They will have a barbeque catered by Local Folk Smokehouse and a band. They would also like to have a one mile fun run from the Ice Center to the park starting at 4 pm.

L. Sayah motioned to approve the request to use the Rusty Parker Memorial Park by Hunger Mountain Children's Center for a fundraising event on September 21, 2013 from 3:00 to 8:00 pm. P. Howard Flanders seconded the motion. The motion was voted on and passed by those present.

Executive Session

L. Sayah motioned to go into Executive Session at 5:50 pm to discuss personnel issues. P. Howard Flanders seconded the motion. The motion was voted on and passed by those present.

The Trustees came out of Executive Session at 6:50 pm with no action taken.

Adjourn

The meeting was adjourned at 6:50 pm. The next meeting of the Board of Trustees is August 1, 2013 at 6:00 pm.

Respectfully submitted,

Denise McCarty, Board Secretary

Approved on:

Aug 26, 2013

P. Howard Flanders

Natalie Howell-Sherman
Natalie Howell-Sherman

Lawrence Sayah
Lawrence Sayah