

**MINUTES OF THE SUFFIELD POLICE COMMISSION**  
**Police Headquarters - 911 Mountain Road, Suffield, CT 06078**  
**23 February 2022 – Regular Meeting**

**Commissioners:** Chairman Kenneth Pascoe, Vice Chairman Anthony Greco, Jason Trombly, Terrence Plakias, and Kristina Hallett

**Also Present:** Chief James Canon Jr., Captain Robert Palmer, and Recording Secretary Karen Doyon

**Absent:** Clerk Joseph Blake

Chairman Pascoe called the regular police commission meeting to order at 7:02pm and recognized all commissioners and staff in attendance except for Commissioner Joseph Blake.

**Public Comment:**

None

**Local Traffic Authority:** Chief Canon reported that he received a response from the Division of Traffic Engineering with the Connecticut Department of Transportation [Quinn Becotte] stating that *“The Department will request volume count, review conditions and advise as to the outcome of the review. Please note that several months may be required to complete the review as a result of current priorities in workload.”*

The Pedestrian and Traffic Safety and Infrastructure Committee [Board of Selectman Subcommittee] is currently active. Chief Canon reported that they are in the final stages of the Suffield Traffic Safety Study [*Proposed timeline for the study process should take the engineers through to April 2022.*] A Committee meeting will be held on March 1<sup>st</sup> and a second Committee meeting for the public on the 8<sup>th</sup>, to report on the study and discuss any actions to this point.

**Communications and Announcements:**

None

**Previous Minutes:**

Chairman Pascoe asked for a motion to approve the regular meeting minutes of the January 26, 2022.

Vice Chairman Greco made the motion to approve the submitted minutes of the regular meeting held on January 26, 2022 with no changes, seconded by Commissioner Plakias. With no discussion, the carried with Commissioner’s Pascoe, Greco, Trombly, and Hallett, 4-0-1 in favor, Plakias abstained [he was not at the meeting.]

**DEPARTMENT / CHIEF REPORT FOR JANUARY:** [*All reports are available on the Suffield.gov Website.*]

- 1. SRO Report – Submitted by Officer Thomas Kieselback**
  - a) There were no comments from the Commission.
- 2. Detective’s Report – Submitted by Detective Shawn St. John**
  - b) There were no comments from the Commission.
- 3. Operations Report – Submitted by Lieutenant Ryan Burrell**

Lieutenant Burrell reported on the following:

- a) **Arrests:**
  - Officers made fourteen arrests in the last month: Six of the arrests were domestic related, four arrests were for driving under the influence, and three arrests were related to stolen vehicles, and another for Failure to Appear.
- b) **Burglaries/Larcenies**
  - During the past month, we've had one stolen vehicle; three catalytic converter thefts; and thousands of dollars' worth of chainsaws were stolen- there are no suspects at this time.
- a) **Sexual Assault Investigations:**
  - Detective St. John is currently waiting for a warrant to be returned from court for a sex assault case.
- b) **Internet Crimes/Scams:**
  - There are still a large number of internet and phone scams.
- c) **Domestic / Mental Health Related:**
  - Officers responded to eleven [11] domestic violent related calls, and multiple mental health related calls with eight [8] Emergency Examination Requests.
- d) **Equipment Update:**
  - No change from last month's report.

Discussion followed regarding Children's Mental Health Services in Connecticut / 211.

Vice Chairman Greco asked for an update on how the lunches are going with the elementary students. Lieutenant Burrell responded.

Chairman Pascoe suggested having lunch with the senior's.

Commissioner Plakias inquired about what the threshold is for police involvement in bullying investigations at the schools. Lieutenant Burrell responded.

#### 4. **Administrative Updates – Submitted by Captain Robert Palmer**

Captain Palmer highlighted on the following:

- a) **Communications:**
  - The candidate for the vacant Dispatch position will begin with the Agency within a couple of weeks, she will then link with the Communication Training Officer [CTO] Nicholas Fasano after the candidates on boarding with Human Resource.
- b) **Training:**
  - Captain Palmer reported that POSTC Recertification's are on track.
  - Captain Palmer was able to fast track training for Officers that were deferred recertification because of COVID.
    - There is a company in place for the required urinalyses testing for recertification through POSTC. *The policy is in draft for review.*
    - There is a five [5] year plan for the statutorily required mental health screening. Captain Palmer reported that he has begun to map out the plan along with a required policy.
    - Training assessments will be started in March of 2022.

- c) **Animal Control:**
  - No significant changes.
  - ACO Selig has been working on an activation piece placed in the holster to activate the Body Cam.
- d) **Policy Development:**
  - Continue to work on the new policies with Lieutenant Burrell, and Chief Canon.
- e) **Records Management:**
  - There are challenges with regards to Body Cam videos: 1.) Making available to the public, while 2.) Learning redaction process of requested videos for release. Lengthy discussion followed.
- f) **Staffing:**
  - The Agency will be looking to announce our need for a new SRO very soon.
- g) **Police Accountability Act / Legislative Issues:**
  - The Agency continues to make progress towards the accreditation standard set under the Police Accountability Act.
  - Captain Palmer is following CT Legislature paying special attention to new bills. Palmer stated that he is following these bills through the website: Bill Tracker [[www.govtrack.us](http://www.govtrack.us)]

**5. Commission Meeting Report/Police Budget and ACO Report – Submitted by Chief James Canon**

Chief Canon reported on the following:

- a) **Budget Highlights:**
  - The salary budget will be over based on retroactive payments. Chief Canon reported that he will go in front of the Board of Finance to request for contingency funds near the end of the budget cycle.
  - ACO budget is on track, but project to be slightly over budget in salary and benefits.
- b) **Contract Negotiations:**
  - All contracts are up for negotiations.
- c) **Grants**
  - CRF grant: still waiting return of funds.
  - GAG grant: still awaiting notice regarding the funds.
  - Zak grant: Researching the details of each option, but plan to meet the application deadline for one being offered.
- d) **FY 22-23 Budget:**
  - Chief Canon gave an overview of the Agencies overtime expenses that was provided to First Selectman Colin Moll. Discussion followed.
  - The current agreement with River Valley Animal Hospital is currently under negotiations.

Commissioner Trombly made the motion to accept the Department / Chief Reports as submitted, seconded by Commissioner Hallett. With no discussion the motion carried with Commissioners Pascoe, Greco, Plakias, Trombly, and Hallett 5-0-0 in favor.

**Old Business:**

- a) **Dispatcher Update:** Applicant has completed and passed the background pre-employment testing and is projected to begin on March 8, 2022.
- b) **Town Traffic Committee Update:** This item is a carry-over from the earlier discussion.
- c) **Fire Commission Supplemental First Responder Update:** Chairman Pascoe reported that he attended a meeting to discuss the Supplemental First Responder Update, and it was determined that joint meeting ensue between the Chief's, as the next step.
- d) **Civilian Review Board Training for Commissioners:** Chief stated that everybody expressed interest in attending the Civilian Review Board Training. After a brief discussion, it was determined that Chief Canon will contact the instructor for available dates and float them back to the Board.

**New Business:**

- a) **Chief / Department Goals 22/23 – Presentation and Discussion:**
  - Chief Canon provided, for input and review, a draft form identifying areas to address as goals. It was agreed that the presentation and discussion will be tabled until the next subsequent meeting.

**Chairman's Update:**

Commissioner Hallett thanked Chief Canon, Captain Palmer, Lieutenant Burrell, Officer Fox, Sergeant Miner, and Sergeant O'Toole for arranging a Ride-Along. She was happy to say it was a good experience.

**Adjournment:**

With nothing further, Commissioner Hallett made the motion to adjourn the February 23, 2022 regular Suffield Police Commission meeting at 8:28pm, seconded by Vice Chairman Greco. The motion passed unanimously. The next scheduled meeting is March 23, 2022.

Respectfully, submitted by,  
Karen M. Doyon  
Recording Secretary