

**MINUTES OF THE SUFFIELD POLICE COMMISSION**  
**Police Headquarters - 911 Mountain Road, Suffield, CT 06078**  
**22 February 2023 – Regular Meeting**

**Commissioners:** Vice Chairman Anthony Greco, Jason Trombly, Joseph Blake, Michael Siegel, Kristina Hallett and Terrence Plakias.

**Also Present:** Chief James Canon, Captain Robert Palmer and Susan Smyth

Vice Chairman Greco called the Regular Police Commission meeting to order at 6:01 p.m.

**Public Comment:**  
None

**Communications and Announcements:**

Communications Secretary Kristina Hallett read aloud a card made by the FCCLA from the Suffield Middle School signed by students thanking the Suffield Police Department for a job well done.

**Previous Minutes:**

Approval of the previous month meeting minutes were postponed due to agenda not properly posted 24 hours in advanced, therefore no motions made.

**DEPARTMENT / CHIEF REPORT**

**1. SRO Report – Submitted by Officer Randy Roman**

a) Lt Burrell informed that SRO Roman continues to be very busy. The School has been very good at contacting and informing SRO Roman about activity going on in the schools. Commissioner Hallett inquired if the school has been reporting racially based incidents. Chief Canon stated there has been discussion with the Superintendent to define rolls in the schools and what the SRO is expected to be aware of. Commissioner Trombley had asked if there was any resistance from the schools. Chief Canon does not believe that there is. Commissioner Hallett inquired about the anonymous reporting system in the schools.

**2. Detective’s Report – Submitted by Detective Shawn St. John**

a) Lieutenant Burrell stated that Detective St. John is out for the next few months. Detective Fuller will be covering in his absence. He is been very busy and doing very well.

**3. Operations Report – Submitted by Lieutenant Ryan Burrell**

Lieutenant Burrell’s report indicated the following:

**Arrests:**

- Officers made (11) Eleven arrests in the last Month. (1) One of the arrests was made for a warrant for a previous dirt bike theft and the suspect was charged with Larceny and Criminal Trespassing. (2) Two arrests were made by warrant for Threatening charges. (1) One arrest was made by warrant for car burglarieres. (1) was for Criminal Mischief. (2) Two on warrants for on going sexual assault case. (1) One juvenile arrest for Breach of Peace. (1) One arrest for Breach of Peace and Threatening. (2) Two Domestic Violence. Also, a Winchester warrant served in Town transferred to the Winchester Police Department.

**Burglaries/Larcenies/Motor Vehicle Thefts:**

- Officers have responded to multiple motor vehicle burglary complaints. Several items were stolen from the vehicles and some had the window broken to gain entry.
- One larceny complaint was from a property that no one is living at due to a large fire that made the house uninhabitable. Items from the property were taken.
- Officers responded to three separate complaints of catalytic converters being stolen.
- A family on North Grand Street came home to find their front window and door broken and items from their home stolen.
- A large garage was broken into and thousands of dollars' worth of generators and tools were stolen.

**Internet Crimes/Scams:**

- Community members are still reporting a large number of internet and phone scams. Most of the ones made in the last month have been unemployment claims.

**Domestic / Mental Health Related:**

- Officers responded to approximately (10) Ten domestic violence related calls in the last month and (2) Two arrest were made.
- Officers responded to multiple mental health related calls and completed (7) Seven Emergency Examination Requests.

**Equipment Update:**

- Another retired Explorer is currently being sold by silent auction
- The first Explorer has been completed and is on patrol.
- The second of the three new Ford Explorers is currently being built by Fleet Auto Supply.

**Administrative Updates – Submitted by Captain Robert Palmer**

Captain Palmers report highlighted on the following:

**Communications:**

- Dispatch desks are broken and not reparable. We are looking to upgrade the desks so that the standing components work for the dispatchers.
- The Dispatchers continue to improve on answering 911 calls in under 10 seconds per the expected performance parameters established by DSET. They improved overall by full percentage point and we are up 33 calls in total volume 2022 vs 2021.

**Training:**

- Drug Analysis Testing will be completed March 27, 2023 for all POSTC recerts that are due in June.
- In 2023 (5) Five more members will be required to complete Behavioral Health Assessment to maintain 5 year rolling schedule. They have been identified and will be notified in January. The reviews will be completed by February 2023.
- Officer Sullivan has started the FTO program. We have provided additional information on our latest hire to the POSTC for consideration at the meeting for March and should have a response soon after they meet.
- Lt. Burrell is now a POSTC certified Trainer. We have 4 Officers looking to gain POST Certifications to train in a variety of subject areas.

**Policy Development:**

- We are working on completing the review of all DLG policies no later than February 2023. We have approximately 40 left to review and get back from DLG at this time.

**Promotional Exams:**

- There is discussion about future promotional opportunities and identifying needs for a new Sergeant promotional process. There is a CBA aspect to this process so we are engaging the Union in an effort to provide the most effective evaluation process for new Sergeants in the Suffield Police Department.

**Other Projects:**

- FY 23-24 budget work has been submitted by Chief Canon and are ready to provide supporting documentation by decision makers.
- We continue to meet with various community groups to further our efforts at becoming interactive with the community. These include the Senior Center, Suffield Local Prevention Council. BOE and others. These meetings continue as we move forward.

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

Chief Canon reported on the following:

**Budget Highlights:**

- Currently, the Animal Control budget is operating as expected. In light of the new agreement with River Valley, lodging costs have risen, thus depending upon events for the remainder of the year, there is the possibility of an overage related to the use of River Valley, however we currently remain within budget. This issue will be addressed for the FY 23-24 budget request.
- The Police Department Budget is currently on track from a salary/benefits perspective, but we may experience an overage in expenses. The overage is primarily attributed to fuel costs, which was known at the time of budget approval last year, so will get addressed through contingency.

**Contract Negotiations:**

- The Town has settled multiple labor agreements with only the Police Contract remaining to be settled. Any adjustments for retroactivity, if any, has yet to be seen within budget.

**Grants:**

- On January 18, 2023 Congressman Joe Courtney met with myself, the Captain, Lieutenant and First Selectman Moll. He toured the Department and we discussed the grant. Since that time, I received word that although already funded, we will be required to fill out a COPS Technology Grant Application, which is not yet available. We anticipate the application in the near future at which time it will be filed and they will disburse the funds.
- The second wave of Click it or Ticket will be conducted in May 2023
- There are several shifts scheduled for Phase 2 of the grant of the DUI Enforcement. Data from this phase will be provided upon its completion

**Chairman's Update:**

None.

**Adjournment:**

Meeting was adjourned at 7:01 pm by Chairman Anthony Greco.

Respectfully submitted by,  
Susan Smyth