

POLICE COMMISSION MEETING

JANUARY 24, 2001

MEMBERS PRESENT

JIM SPELLMAN
S. ROSS SLOAN
JOHN SHAW
PATRICK CARDINALE

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN ACO

Meeting called to order at 7:37 P.M. by Ross Sloan Commission Chairman.

ACO REPORT

Shawn Morgan distributed the monthly reports for December 2000. Commission members reviewed and discussed the report.

Shawn advised the Commission that he is working on the delinquent unlicensed dogs in the Town and Village. He will be issuing appearance tickets for the unlicensed dogs and will publish a notice that residents are required to notify the Town Clerks office when the dogs are no longer in their household.

ACO PART-TIME POSITION: John Shaw made a motion that the Part-Time ACO position be posted and advertised, seconded by Pat Cardinale, motion carried.

CHIEF'S REPORTS:

Chief Philo reviewed the monthly reports and correspondence with Commission members.

GRANTS

Chief Philo advised the Commission members that the Traffic Grant has been approved for the year 2001 in the amount of \$17,000. The grant "Buckle Up New York" has also been approved in the amount of \$4500. This will provide for extra patrols to enforce the wearing of seat belts and also to educate in the schools the enforcement of wearing seat belts. Chief Philo advised that Investigator Salamone has written a Juvenile Aid Grant "Careers & Law Enforcement" in the amount of \$7,000. This grant was recently signed by Oneida County Executive Ralph Eannace.

OPEN POSITION.

Chief Philo advised that the Civil Service Test for the Sergeants position was given in June and several officers are now on the Civil Service list. Marc Marziale had the highest score, Mike Inserra was second and Ed Schmidt was third. Chief Philo recommended to the Commission that Marc Marziale be appointed to the position of Sergeant.

John Shaw moved that the Commission recommend to the Town Board that Marc Marziale be appointed Sergeant, second by Jim Spellman, motion carried.

Jim Spellman requested that a letter be sent to the Board Members advising them that the Commission recommends the appointment.

Chief Philo advised that there is now one open position which is a part-time position and that it may become a full-time position. He has requested the civil service list to work from.

MAJOR CASES:

Chief Philo reviewed a death investigation with the Commission members. The investigation is near completion and that the Lieutenant has been working with the family members.

Other cases that the department is working on are a fraud case and gambling case. The department has assisted the State Police and FBI with warrants.

CHILD ADVOCACY CENTER:

Chief Philo advised the Commission that the Oneida County Sexual Abuse Task Force would now be known as the Child Advocacy Center. They will now deal with abuse of children abusing other children as well as adults abusing children. This has become a significant problem and needs addressing in the future. The Oneida County District Attorneys office has requested that the New Hartford Police Department dedicate an officer, preferably Investigator Richard Salamone, to be assigned to the Task Force 3 days a week for a year and a half. The agency will pay the salary for this officer. Investigator Salamone is trained in this field and would be an asset to the agency. This new assignment would start in September of 2001. Commission members discussed the level of service that Investigator Salamone would be giving to the New Hartford School and the Juvenile Aid Dept. Chief Philo advised that he would still be working with the students at the Junior High School. The Juvenile Aid Dept. has Officer Fran Manfredo as a trained JAD officer and has taken over the responsibility of the Sauquoit Middle School. Chief Philo feels that this is a very important field to get involved in and that the New Hartford Police Dept. would benefit from having an officer at the Child Advocacy Center. Other departments involved with this Task Force are Rome Police Department, State Police, and Oneida County Sheriffs Dept.

The Commission will take no action on this matter and will discuss it further.

NEW YORK MILLS TAX SITUATION:

Chief Philo advised the Commission members that the double taxing for police protection in New York Mills is again being discussed. About one half of the residents of New York Mills live in New Hartford and are being taxed by the Village of New York Mills and the Town of New Hartford. This tax does not amount to a lot of money but it may become a political discussion in the coming election in New York Mills.

NEW OFFICERS:

Chief Philo advised that the new officers have now completed the Academy and are now in training within the department. They will receive 5 months on road training and have already attended trials at Oneida County Court and training in accident reconstruction.

NOTICE OF CLAIM

The Town of New Hartford has been served with a Notice Of Claim regarding an arrest at the Sangertown Mall. In December the Mall Security requested the New Hartford Police assist them and subsequently an arrest was made. The case is pending in the New Hartford Town Court. Chief Philo advised that he has contacted the Oneida County District Attorney's office. Chief Philo will keep the Commission advised of this case.

NEXT MEETING: FEBRUARY 28,2001

ADJOURNMENT: John Shaw moved to adjourn at 9:35P.M., seconded by Jim Spellman, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture

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POLICE COMMISSION MEETING

FEBRUARY 28, 2001

MEMBERS PRESENT

JIM SPELLMAN
S. ROSS SLOAN
JOHN SHAW
PATRICK CARDINALE

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN ACO

Meeting called to order at 7:35 P.M. by Ross Sloan Commission Chairman

ACO REPORT:

Shawn Morgan distributed the monthly reports for January 2001. Commission members reviewed and discussed the report.

Shawn advised the Commission that the New York Agriculture and Market Dept. came to New Hartford and examined his records. He is pleased to report that his department passed the inspection.

Shawn discussed a case where **PARVO** disease was suspected but after testing the animal it did not have the disease. He advised that he has made arrangements with Central New York **Animal** Clinic to be used as a local kennel for housing suspected infectious diseased animals in the future.

The commission reviewed the proposed Town of **Kirkland** contract for 2001 with ACO Morgan.

Shawn had attended a meeting regarding the crow situation in Utica. The City of Utica has decided not to pursue any control system at this point. ACO Morgan will continue to monitor this situation.

APPROVAL OF MINUTES: Jim Spellman moved to approve the minutes of the January 24, 2001 meeting, seconded by Patrick Cardinale, motion carried.

CHIEF'S REPORTS:

Chief Philo reviewed the monthly reports and correspondence with Commission members. Also included in the reports is the Year End Report for the Department.

PART-TIME POLICE OFFICER:

Chief Philo introduced Scott A. Adsit to the commission members, who has applied for the part-time position, which will be open as of March 1,2001 due to the retirement of John Brunet. Scott is a full time Utica Fireman and part-time police officer with the Whitestown Police Department.

Jim Spellman made a motion that the Police Commission recommends the hiring of Scott A. Adsit as a part-time Police Officer with the New Hartford Police Department upon the completion of the Background Check, seconded by John Shaw, motion carried. The Commission further requested that a letter be sent to the Town Board advising them of this recommendation,

GRANTS: Chief Philo advised the Commission that he has applied for three Traffic Safety grants for the year 2002. Also a separate grant application has been made for a Lazar Radar system in the amount of \$5,000. The present Radars were purchased in the 1980's and the Stop DWI Dept. owns two of the three radars, and the Town owns one.

TRAFFIC SAFETY BOARD: Chief Philo advised that he is Chairman of the Oneida County Traffic Safety Board and will be attending a conference on March 24th through March 27th in Denver, Co. The conference and expenses will be paid by the State.

TRAINING: Chief Philo advised the Commission that he would be sending one or two officers to the United States Northeast Air Defense Base in Penn. for training. The training programs are free and the only cost to the department will be gas for travel. The training will consist of "Counter Drug Program", "Interrogation", and "Basic Spanish Course".

MAJOR CASES: Chief Philo advised that there have been two home intrusions at the Senior Citizen housing complex. One at the Village Point Apartments and the other at the Sunset Woods Apartment Complex. A male tried to get buzzed into the building and then would steal a purse from an apartment. On Sunday 2/26/01 an officer stopped a vehicle with the description given by a resident and an arrest was made. Officer Fran Manfredo is working on the case.

DRUG CASE: Chief Philo advised the Commission members that the FBI and Oneida County Drug Task Force have been working on a drug case and the department is working with them. This is a regional drug case centered in Utica and it does extend into New Hartford. A Federal Judge in Syracuse has issued Search Warrants and the department will be assisting in the execution of these warrants. Chief Philo further advised that two officers have been assigned to the Drug Task for to help with this investigation.

CHIEFS REPORTS:

NEW YORK MILLS TAX ISSUE: Chief Philo advised that he has not heard anything more regarding the taxes on property in the Town of New Hartford and New York Mills.

ARREST: Chief Philo advised that a Police Officer off duty from another agency was arrested for DWI after he was involved in a Personal Injury accident on Middlesettlement Road in the Town of New Hartford.

COMMISSION REPORTS:

Jim Spellman requested that the Annual Report be released to the newspaper for publication and the Town Crier.

Jim Spellman opened discussion regarding the Oneida County Child Advocacy Task Force officer from the department. Some commission members do not feel that the Juvenile Aid Investigator (Richard Salamone) will have enough time with the cases in New Hartford if he is assigned to three days at the Advocacy task Force. Chief Philo advised that this is a one-year commitment and feels that this would be very beneficial to the Juvenile Aid Department and would not interfere with his duties. Chief Philo advised that another officer will be trained and certified as a part-time Juvenile Aid Officer during this time that Rick Salamone will be at the Task Force. He will still spend the two half days at the New Hartford Junior High School. It was agreed that the Commission members will meet with Investigator Richard Salamone and discuss this assignment and his schedule.

NEXT MEETING: THURSDAY MARCH 29, 2001

ADJOURNMENT: John Shaw moved to adjourn at 9:23 P.M., seconded by Pat Cardinale, motion carried.

Respectfully submitted,



Barbara Couture

POLICE COMMISSION MEETING

MARCH 29, 2001

MEMBERS PRESENT

JIM SPELLMAN
S. ROSS SLOAN
JOHN SHAW
PATRICK CARDINALE
JANET HUGHES

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN ACO

Meeting called to order at 7:34 P.M. by Ross Sloan Commission Chairman

Commission members welcomed the re-appointment of Janet Hughes to the Police Commission.

APPROVAL OF MINUTES: Jim Spellman moved the approval of the February 28" minutes with grammar corrections, seconded by Janet Hughes, motion carried.

ACO REPORT:

Shawn Morgan distributed the monthly reports for February 2001. Commission members reviewed and discussed the report.

Janet Hughes advised Mr. Morgan that there are ducks and geese in the road (Oneida Street, Chadwicks) constantly and are causing a traffic hazard. Shawn advised that he is aware of this problem and will be handling it with the owner

Mr. Morgan also distributed the Year End Report for his department for Commission members to review.

CHIEF'S REPORTS:

DISPATCH CENTER:

Chief Philo distributed the Dispatch Center Year End Report for the Commission Members to review.

TOWN BOARD APPOINTMENTS:

Chief Philo advised the Commission members that the Town Board approved the appointment of Marc Marziale as Sergeant and Scott Adsit as a Part-Time Police Officer.

POLICE COMMISSION MEETING
MARCH 29, 2001

CHIEF'S REPORTS:

NEW YORK MILLS CORRESPONDENCE: Chief Philo advised that there has not been any further correspondence with the Village of New York Mills regarding the residents that live in the Village of New York Mills / Town of New Hartford and pay taxes to New Hartford.

ONEIDA COUNTY DRUG TASK FORCE:

Chief Philo advised the Commission that the Drug Task seized a large amount of cocaine last month. The New Hartford Police Officers working with the Drug Task Force executed Warrants and several arrests were made.

TRAFFIC SAFETY GRANTS:

Chief Philo advised that the department has applied for 3 Traffic Safety Grants. The process for applying has been changed and a representative from Albany assisted the department with their applications.

The Traffic Safety Grant for 2001 has been received.

CONFERENCE:

Chief Philo advised that he attended a "Life Savers Conference" in Denver, Colorado this past week. The conference was fully paid for by the Governors Traffic Safety Committee. Chief Philo advised that it was an excellent conference.

SPECIAL CASES:

Chief Philo advised that the department has been very busy with arrests this month and cited a case that an officer was handling tonight. A 14 month old child was left in a vehicle alone for 45 minutes with knives in the car at Sangertown Mall. The mother is under arrest and they are awaiting Family Services to come and take the child.

Chief Philo also advised that there have been two suicides in the Town of New Hartford since January 1st. He further advised that mental health problems and domestic cases are on the increase.

Another unique case has been the theft of Public Telephones from the New Hartford Shopping Center and other villages in the area. A drug addict was arrested in Whitesboro for the theft of a phone and the money, which amounted to approximately \$8.00. This also is drug related crime.

SCHOOL RESOURCE OFFICER TRAINING:

Richard Salamone is attending a training course in North Carolina. The Department of Justice is sponsoring the training course and all expenses are paid for.

Investigator Salamone will meet with the Commission at a later date.

COMMISSION REPORTS:

Commissioner Pat Cardinale asked if there was any further discussion regarding the closing of the school campus during lunch hour at the New Hartford High School. Chief Philo advised that he has heard nothing further from the High School Principal or the school Superintendent, Robert Bradley.

BUILDING PROBLEMS: Ross Sloan inquired about the heating and air conditioning units in the police building. Chief Philo advised that there is a problem with this system and that last year 6 times the air conditioning unit froze up and water drained into the Lieut tents room and caused water damage to the ceiling and walls. He further advised that there are 2 residential units providing air conditioning to the entire building. It is believed that these units are not large enough to supply air conditioning to both the police and courts sides of the building. In the winter it is impossible to regulate the heat.

Commission members recommended that a letter be written to the Town Board advising them of the problems with the heat and air conditioning units in the building at 32 Kellogg Road. Recommend that the problem be corrected so that there is quality air in the building and that the units meet standards.

Chief Philo advised that possibly the Board is holding up on any changes in the building due to the fact that they still are considering a move to New Hartford Street. Commission members recommended that the police should stay at 32 Kellogg Road and make the changes necessary for improvements and expansion.

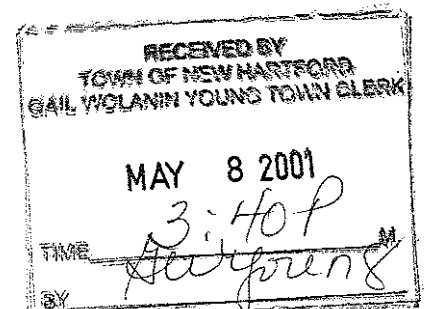
NEXT MEETING: WEDNESDAY APRIL 25TH

ADJOURNMENT: Commissioner Pat Cardinale moved to adjourn at 8:45 P.M., seconded by Commissioner John Shaw, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture



POLICE COMMISSION MEETING

APRIL 25, 2001

MEMBERS PRESENT

S. ROSS SLOAN
PATRICK CARDINALE
JANET HUGHES

MEMBERS ABSENT:

JAMES SPELLMAN
JOHN SHAW

OTHERS PRESENT:

CHEF RAYMOND PHILO
SHAWN MORGAN ACO

Meeting called to order at 7:58 P.M. by Ross Sloan Commission Chairman

APPROVAL OF MINUTES: Commissioner Ross Sloan moved to approve the minutes of the March 29, 2001 meeting, seconded by Commissioner Janet Hughes, motion carried..

ACO REPORT:

Shawn Morgan distributed the monthly reports for March 2001 and discussion was held. Shawn advised the Commission that he has received a report of a Pit Bull running loose in the area of Irving Road and has been trying to catch the dog and contact it's owner. This dog will be impounded for running loose and Shawn advised that it has not bitten anyone in the area. It is not considered a dangerous dog at this time.

Chief Philo advised that the West Nile Virus problem is being handled by the County and that the New Hartford Animal Control Officer would follow whatever guidelines the County issues in the near future.

There has been one application for the part-time Animal Control Officer and the Personnel Dept. and Chief Philo will be interviewing the candidate .

CHIEF'S REPORTS:

BUILDING CONDITIONS:

Chief Philo reviewed the minutes of the Town Board Meeting on April 4, 2001 wherein the Board held discussion on the air handling conditions at 32 Kellogg Road.

The air conditioning system and air exchange is not working properly and the Commission requested that a letter be sent to the Town Board members urging that this situation be

POLICE COMMISSION MEETING
APRIL 25, 2001

CHIEF'S REPORTS: (continued)

corrected as soon as possible. This is an unhealthy atmosphere for working conditions and the Town Board needs to address this as soon as possible.

STRATEGIC TRAFFIC SAFETY PLAN:

Chief Philo advised that the grant application for the New York State Strategic Safety Plan 2002 would be submitted by the deadline – May 15, 2001. This grant will be used to enforce and educate motorists on aggressive driving (speed, reckless driving, etc.) Also to enforce wearing seat belts. According to statistics for Oneida County, 20% of the accidents in the county are within the boundaries of the Town/Village of New Hartford, and 16% are a result of speed. The department uses the Radar Trailer to reduce speeding and make drivers aware of their speed, and will continue to place the trailer in areas where speeding is most prevalent.

Chief Philo displayed the new Laser Radar that has been purchased through a grant for \$4,000. This radar zeros in on a specific vehicle and the beam follows the car until the officer has the vehicle stopped. Other radars in the department are Doppler radars and are older and do not have the specific features that the laser radar has. This grant was through the Oneida County Traffic Safety Committee, of which Chief Philo is the chairman.

PERSONNEL:

Chief Philo advised that Patrolman Scott Adsit has started his employment with the department as a part-time officer.

SPECIAL CASES:

Chief Philo advised the Commission that since January there have been three suicides and three attempted suicides in the Town/Village of New Hartford. Chief Philo shared with the Commission Members the extensive casework the officers have to complete in their investigation of these cases.

Chief Philo advised the Commission that a burglary has been solved and an arrest of two parolee's from Syracuse have been made.

TRAINING:

Chief Philo advised that two sergeants will receive training in San Antonio, Texas for the investigation of missing and exploited children through funds are provided by the U.S. Department of Justices. This training will also include the exploitation of children over the Internet.

Two officers are in training this month for Computer Crimes investigation. Both of these training sessions are being provided at no cost to the municipality.

CHIEF'S REPORTS: (continued)

PUBLIC SPEAKING:

Chief Philo advised the Commission members that the department continues to go out into the community and give speaking engagements and demonstrations.

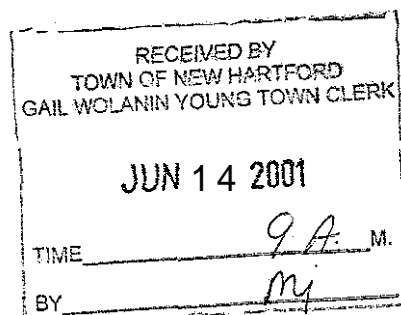
NEXT MEETING: WEDNESDAY MAY 30TH

ADJOURNMENT: Commissioner Janet Hughes moved to adjourn at 8:50 P.M., seconded by Commissioner Patrick Cardinale, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture



POLICE COMMISSION MEETING

MAY 30,2001

MEMBERS PRESENT

S. ROSS SLOAN
PATRICK CARDINALE
JANET HUGHES
JAMES SPELLMAN
JOHN SHAW

OTHERS PRESENT:
ABSENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN - ACO

Meeting called to order at 7:30 P.M. by Ross Sloan Commission Chairman.

APPROVAL OF MINUTES: Commissioner John Shaw moved to approve the minutes of the April 25,2001 meeting, seconded by Commissioner Patrick Cardinale, motion carried..

ACO REPORT:

Chief Philo distributed the Monthly Report and advised the Commission that Shawn was attending a Board meeting in Kirkland. He is required to attend one board meeting each year in compliance with his position as Animal Control Officer for the Town Kirkland. The Commission reviewed the monthly report and placed it on file.

CHIEF'S REPORTS:

ABC CHECKS:

Chief Philo advised that the Department is participating in Alcohol Beverage Control checks in partnership with the Drug Task Force at local bars and convenient stores. As of this date seven or eight establishments have been checked and one arrest has been made. The arrest was made at a local convenient store.

PART-TIME POSITION:

The part-time position for the Animal Control Dept. will be filled by applicant Jordan Spinella a New Hartford resident. Jordan was introduced to the Commission members. Chief Philo will bring this appointment to the Town Board at the next regular monthly meeting.

CHEF'S REPORTS:

DEVELOPMENT PROJECTS:

Chief Philo advised that there are four development projects under study by the Town Planning Board. Chief Philo has been asked by the Board to access the police protection/patrols for the areas affected by the developments. Chief Philo will conduct an Impact Study and pass his opinion on to the Planning Board.

VILLAGE ZONING BOARD OF APPEALS:

Chief Philo advised the Commission that he has received a request for an impact study regarding the addition to Sunset Wood Apartments on Genesee Street in the Village of New Hartford. This housing unit wants to expand its facility by purchasing the house and land next to the present facility. The study will take more than the allotted 10-day period set by the Village Planning Board and Chief Philo is requesting that the Commission send a request to the Village Board asking that they extend the allotted time for a study to 60 days. Ross Sloan Commissioner requested that a letter be sent to the Village Board.

LITIGATION:

Chief Philo advised the Commission that a lawsuit regarding a Bad Check Case that went to the U.S. Court of Appeals for Northern New York was dismissed stating that the case had no merit. This person plead guilty and paid the fine for a bad check, then filed the lawsuit.

CAR CAMERA:

Chief Philo assured the Commission that he is pursuing the purchase of a camera for the vehicles under state contract. He also is looking at all terrain vehicles to purchase for the department.

BODY ARMOR VESTS:

The department has received a grant that will pay 50% of the cost for body armor vests. This grant is in the amount of \$4100.00. Patrick Cardinale asked what the criteria were for wearing the vests while on duty. Chief Philo advised that while on patrol the officers are required to wear the vests but are not when they are in civilian clothes and representing the department.

BUDGET:

Chief Philo advised that the department budget for the First Quarter is right on line and he expects that to continue through the Second Quarter.

POLICE COMMISSION MEETING
MAY 30, 2001

CHIEF'S REPORTS:

PROBATION APPOINTMENTS:

Chief Philo advised that two officers have completed their probationary period of one year with the department. The officers are Peter Colbum and Joseph Corr.

CHILD ADVOCACY CENTER:

The Task Force for child sexual abuse cases that is funded by the Oneida County and under the direction of the District Attorney's office has solicited the New Hartford Police Department to have the Juvenile Aid Officer (Richard Salamone) be assigned to the center for a 24 hour per week to investigate cases. The Task Force will reimburse the department \$20.00 per day for the use of a car and pay the salary and benefits for the officer. Chief Philo recommended this appointment to the Commission members and asked that they support this recommendation. The Drug Task Force has proved to be a major asset to the department and community and Chief Philo feels that this will also be an asset. He further advised that Investigator Salamone would be at the New Hartford Junior High School for the four hours per week and be available to the Juvenile Dept. two full days each week. Chief Philo further advised that if the program does not work out, the contract could be canceled with a 30-day notice. Chief Philo feels that there is a lot to gain for the department and with no additional cost to the Town.

Chief Philo advised that Juvenile Aid Officer Fran Manfredo would be at the New Hartford High School in the fall for 4 hours per week.

Other agencies involved in the Task Force are: Rome Police, Utica Police, Oneida County Sheriff's Dept., New York State Police and the Unit Commander is Kevin Revere from the Oneida County District Attorneys office. The office will be on Genesee Street and all interviews will be held at that office.

Patrick Cardinale made a motion that the Commission accept the recommendation to participate in the Child Advocacy Task Force Center by having Investigator Richard Salamone work 24 hours per week, seconded by Janet Hughes,
Vote = Yes 4 Patrick Cardinale, Janet Hughes, Ross Sloan, John Shaw
No = 1 Motion carried.

COMMISSION REPORTS:

Patrick Cardinale asked if there might be a traffic problem on Kellogg Road due to the new restaurant, "Piggy Pats".

Chief Philo advised that his department was not asked to do a traffic study for this new restaurant and he feels that the driveway is in a bad spot. Chief Philo feels that a professional study have been conducted

Jim Spellman asked if the air conditioners were up for bid yet. Chief Philo advised that the bid sheets are out.

COMMISSION REPORTS:

Ross Sloan asked if the COPS MORE grant has come to an end. Chief Philo advised it has terminated but advised that the New Hartford Police Dept. did get a lot out of the program through hiring and technology material. Chief Philo advised that approximately \$107,000 was used from this grant. The grant did put more police on the streets and it basically did accomplish its goals.

Jim Spellman congratulated Chief Philo for receiving his Masters Degree.

NEXT MEETING: JULY 25TH

ADJOURNMENT:

Jim Spellman moved to adjourn at 9:25 P.M., seconded by John Shaw, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture
Secretary

RECEIVED BY	
TOWN OF NEW HARTFORD	
GAIL WOLNIN YOUNG TOWN CLERK	
JUL 24 2001	
TIME	8:30A M.
BY	<i>my</i>

POLICE COMMISSION MEETING

JUNE 26,2001

MEMBERS PRESENT

S. ROSS SLOAN
PATRICK CARDINALE
JANET HUGHES:
JAMES SPELLMAN
JOHN SHAW

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN - ACO

Meeting called to order at 7:30 P.M. by Ross Sloan Commission Chairman.

APPROVAL OF MINUTES: Commissioner John Shaw moved to approve the minutes of the April 25, 2001 meeting, seconded by Commissioner Patrick Cardinale, motion carried.

ACO REPORT,

Animal Control Officer, Shawn Morgan reviewed the monthly ACO Report with the Commission members.

Commissioner Patrick Cardinale asked where does the Animal Control Officer draw the line on answering calls in cases of insects, bats and other wild creatures Shawn advised that he does not respond to insect or bee problems.

Chief Philo advised the Commission that the Assistant Animal Control Officer, Jordan Spinella started working on June 25, 2001.

CHIEF'S REPORTS:

CONFERENCE/TRAINING:

Chief Philo advised that he and Lt. Tim O'Neill had attended a Technology Conference in Saratoga Springs for two days.

Officer Fran **Manfredo** and Officer Peter Colburn were in Denver, Colorado representing Juvenile Aid Department for School Resource Officer Management training. This training was sponsored and paid for by the United States Department of Justice The PBA and Town paid for only their meals. The program included a tour of the Columbine School and instruction on rebuilding and restructuring schools after such an incident.

CHIEF'S REPORTS:

DEVELOPMENT PROJECTS:

Chief Philo advised the Commission members of the current development projects proposed for the Town and Village of New Hartford.

A large medical office building is proposed behind the New Hartford Shopping Center.

A 29 lot residential project is proposed off Oneida St., Chadwicks, behind the New York Tool building. Chief Philo advised that he has conducted a traffic impact study for this project.

David Zumpano proposes an office complex on Seneca Turnpike, next to Alfredo's Restaurant. The study for this project will look at entrance and egress into traffic.

This area of Seneca Turnpike is prone to accidents, there were two personal injury accidents in that area last week. Chief Philo advised that this is a State Highway and the speed limit should be lowered to 40 mph but the residents must petition the State in order to have this change considered.

Chief Philo further advised that during this current year he has conducted five impact studies for the Town Planning Board.

Commissioner Patrick Cardinale asked the Chief when would he feel it is necessary to request the hiring of another officer, due to the completion of the developments projected for the Town and Village.

Chief Philo advised that the department is currently behind in staffing according to the minimum standards set by the New York State Division of Criminal Justice Services. The standard states there should be one officer per every 1,000 persons in the community. There are approximately 24,000 people in the Town and Village of New Hartford.

WEATHER RELATED PROBLEMS:

Chief Philo advised that during the 18 hours of rain last Friday and Saturday there was a considerable amount of flooding in the Town.

FIREWORKS EXHIBIT:

There is a proposal for a Community Appreciation Day event in July sponsored by the Regent Broadcasting and it would include a Fireworks display. Chief Philo advised that this would amount to \$2300 in overtime for the department for the extra patrols. Park Director, Mike Jeffrey is submitting a budget for the event to the Town Board that would include police and park expenses. Chief Philo advised the Commission that he is not in favor of fireworks due to the expense and this was not included in the department budget.

Commissioner Ross Sloan requested that a letter be sent to the Town Board advising them that the Commission is opposed to the fireworks as being apart of the event. Unless reimbursement for police overtime is quaranteed.

POLICE COMMISSION MEETING
JUNE 20, 2001

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NEXT MEETING: JULY 25TH

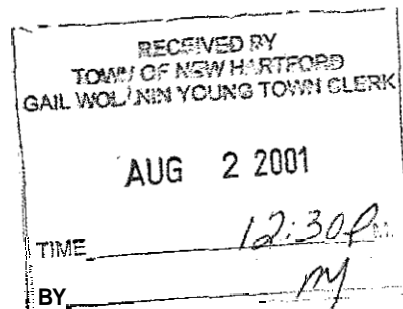
ADJOURNMENT:

Jim Spellman moved to adjourn at 8:40 P.M., seconded by Patrick Cardinale, motion carried,

Respectfully submitted,

Barbara Couture

Barbara Couture
Secretary



POLICE COMMISSION MEETING

JULY 25,2001

MEMBERS PRESENT

S. ROSS SLOAN
PATRICK CARDINALE
JANET HUGHES
JAMES SPELLMAN
JOHN SHAW

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN - ACO

Meeting called to order at 7:32 P.M. by Ross Sloan Commission Chairman

APPROVAL OF MINUTES: Commissioner Janet Hughes moved to approve the minutes of the May 26,2001 meeting, seconded by Commissioner James Spellman, motion carried..

ACO REPORT:

Animal Control Officer, Shawn Morgan reviewed the monthly report with the Commission members. Shawn also advised that the new Assistant Animal Control Officer, Jason Spinella is working out very well. He will be ready to go out on his own very soon.

CHIEF'S REPORTS:

MAJOR CASES:

Chief Philo reviewed a few of the major cases the Department is handling at this time. One case, involving the report of a stolen vehicle turned into an arson investigation. The owner of the vehicle after driving the vehicle to Route 12, set it on fire and then returned to Sangertown Mall for a ride and the next day reported the vehicle stolen and made a claim on his insurance. He later came to the Police Department to turn himself in and confessed to the arson and false insurance claim.

Officer Richard Jones apprehended a male who was wanted by the Kirkland Police for a shooting incident in Clinton. The man had shot at an occupied house and then got into his vehicle and headed to New Hartford. Officer Jones spotted the vehicle and stopped it on Merritt Place and unarmed the person.

CHEF'S REPORTS:

BUDGET PROCESS:

Chief Philo advised that as of this date he has not received any information or forms to fill out regarding the 2002 Budget. The budget process usually starts in July

Chief Philo reviewed the current budget (2001) with the Commission. All line items seem to be in accordance with the planned budget

8:15 p.m. Commissioners John Shaw and Patrick Cardinale arrived at the meeting

FIREWORKS:

The Regent Broadcasting Corp. requested permission of the Town Board to hold fireworks on August 25th in conjunction with a celebration being held in the New Hartford Town Park. The Parks Dept. and Police Dept. would be affected with several employees receiving overtime pay for this event. Chief Philo and Mike Jeffreys requested that if the Town Board, approved the event that the expenses for overtime for employees of the Town be included. This was agreed to with the Regent Broadcasting Corp.

OFFICER:

Chief Philo advised the Commission that Officer Kevin Collins was injured while pursuing a person at K-Mart on Memorial Day and has had extensive surgery. Officer Collins will be on sick leave for at least 6 months.

Chief Philo advised that he would be filling a position on the force as soon as he receives the Civil Service List. This officer would be full-time and take over the Warrant Officer position. The Town Board has previously approved of making the Warrant Officer Part-Time position a full-time position.

EMPIRE STATE GAMES:

The New Hartford Police officers and dispatcher volunteered for the ESG at Utica College for the Empire State Games. Chief Philo volunteered as well as several from the dispatch center and police officers.

POLICE COMMISSION MEETING
JULY 25, 2001

PAGE -3-

CHIEF'S REPORTS:

TRAINING:

Chief Philo will attend a Chiefs Conference in Lake Placid the end of August for three days.

Investigator Richard Salamone will be elected President of the Juvenile Aid Conference late in August at Saratoga.

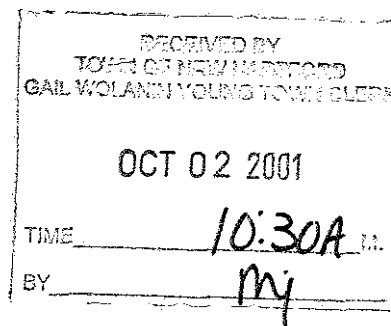
NEXT MEETING: AUGUST 22 2001

ADJOURNMENT: Commissioner John Shaw moved to adjourn at 8:50 p.m., seconded by Commissioner Janet Hughes, motion carried.

Respectfully submitted,



Barbara Couture
Secretary



POLICE COMMISSION MEETING

SEPTEMBER 26, 2001

MEMBERS PRESENT

S. ROSS SLOAN
PATRICK CARDINALE
JANET HUGHES
JAMES SPELLMAN
JOHN SHAW

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN - ACO
MAYOR RODGER REYNOLDS

Meeting called to order at 7:32 P.M. by Ross Sloan Commission Chairman

APPROVAL OF MINUTES: Commissioner Janet Hughes moved to approve the minutes of the July 25 2001 meeting, seconded by Commissioner John Shaw, motion carried..

ACO REPORT:

Animal Control Officer, Shawn Morgan reviewed the monthly report with the Commission members.

Shawn advised that the Assistant Animal Control Officer, Jordan Spinella is working on updating dog licenses.

BUDGET:

Chief Philo advised the Commission that he has met with Patrick Cardinale and Jim Spellman regarding the budget for 2002. They will also go over the proposed budget with Town Councilman David Butler and Richard Woodland in the near future. There is not much change in the proposed budget and there is a raise included for 3%.

Jim Spellman advised the Commission that the proposed salary for the Chief of Police is less than the actual salary for last year. Chief Philo has received his Masters Degree; according to state law the chief is entitled to receive the education incentive. Jim Spellman requested that the education incentive be put back into the 2002 budget proposal.

TRAINING:

Chief Philo advised that Mike Inserra is receiving training through the District attorney's office for "Voice Stress Analysis". This procedure will replace polygraphs in the future. The District attorney's office is paying for this training.

Sgt. Marc Marziale and Mike Inserra are getting training in "Ethics" at Fort Indian Town Gap in Pennsylvania. The Federal Government is paying for this training.

VEHICLES:

Chief Philo advised that all the new cars purchased under the 2001 Budget have been delivered and are on the road. One of the vehicles is a Chevrolet Tahoe purchased under state contract.

Gary Edwards who donated an ambulance, which became the "Community Service Vehicle", will be replacing the old unit with a newer vehicle.

Ed Blask Ford has donated a Ford Win Star Van, which will be used as a "Crime Scene Vehicle".

The only cost to the department for the donations is the cost to strip and letter them.

SAFE COMMUNITIES GRANT:

Chief Philo advised that the department would be receiving the Safe Communities Grant again in 2002 in the amount of \$14,000. This grant is used for foot patrols, bike patrols and special events

RADAR TRAILER:

The department owns one Radar Trailer which is use almost everyday and has been every effective in controlling speed. A second trailer on loan from a company in Yorkville is currently being used on Oneida Street in front of Chestnut Hills.

SCHOOL RESOURCE OFFICER:

Chief Philo advised that Investigator Rick Salamone is back at the Junior High in the capacity of School Resource Officer and Peter Colburn is at the High School.

Since September 1st there have been four accidents, involving high school students driving during lunch hour, one with personal injury. These accidents occur when students leave the campus for lunch. The School Administrators upon the advise of the Police Chief decided to close the campus to vehicles leaving during the lunch hour. Over the past two years there have numerous complaints of speeding vehicles with students in them and also several accidents.

DEVELOPMENT PROJECTS:

Projects now in the works are:

Consumer Square = Commercial Drive

White Tail Housing Development = 23 homes off Oneida Street

TRAFFIC STUDIES:

Chief Philo advised that Kellogg Road has become the new commercial corridor. Now that the Agway property is for sale, Chief feels there should be a study to improve the flow of traffic. The road now is four lanes in front of Tops Plaza and goes down to a two lane in front of the Police department. Since 1993 there have been 402 accidents on Kellogg Road.

PERSONNEL:

Chief Philo advised the Commission that he would proceed with filling the position of Police Officer with Michael Kowalski. He has had basic training and will be a lateral transfer from the Oneida County Sheriffs Dept.

SUB STATION SANGERTOWN MALL:

The sub station is being moved from the center of the mall to an outside area near the Bus Stop and in the former All Bank location. This will have direct access from the outside as well as access from the mall side. The Sangertown Mall pays for officers to be on duty in the mall and the total revenue for the year is \$24,000, plus the use of a sub station.

COMMISSION REPORTS:

Jim Spellman inquired as to the status of the cameras for vehicles and the purchase of an ATV. Both items were in the 2001 budget.

Chief Philo advised that the cameras are on order and that the ATV has been purchased and should be delivered in approximately 10 days.

VILLAGE MAYOR:

The Commission members welcomed Mayor Rodger Reynolds to the meeting. Mayor Reynolds stated that the village is very happy with the police service and especially the handling of the ShowTime problems in the past. He feels that the foot patrol and bike patrols have been very effective in controlling any problems that may arise.

SEPTEMBER 11 DISASTER:

Chief Philo advised that all police services were on State of Emergency Alert. This means that staff and equipment could have been deployed to other areas of the state. The FBI has been active in checking residents in the area who might have any connection with the Arab world. It was a very tense time for a while until they knew this department would not be used out of the area.

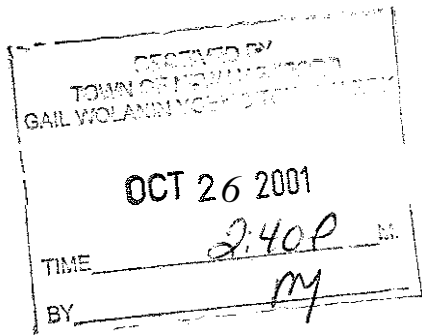
NEXT MEETING: OCTOBER 24,2001

ADJOURNMENT: Jim Spellman moved to adjourn at 9:04 P.M., seconded by John Shaw, motion carried.

Respectfully Submitted,

Barbara Couture

Barbara Couture



POLICE COMMISSION MEETING

OCTOBER 24,2001

MEMBERS PRESENT

S. ROSS SLOAN
PATRICK CARDINALE
JANET HUGHES
JAMES SPELLMAN
JOHN SHAW

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN - ACO

Meeting called to order at 7:30 P.M. by Ross Sloan Commission Chairman

APPROVAL OF MINUTES: Commissioner Jim Spellman moved to approve the minutes of the October 24, 2001 meeting, seconded by Commissioner John Shaw, motion carried.

ACO REPORT:

Animal Control Officer, Shawn Morgan reviewed the monthly report with the Commission members.

BUDGET:

Chief Philo advised that the Town Board is holding a Budget Meeting tonight at the Community Building and the Commission members Cardinale and Spellman who represent the Commission will be leaving for that meeting.

There have been budget cuts and two affect the Police Department. The camera for a vehicle has been cut and one car has been cut from the budget. Chief Philo advised that he would request that the car be put back into the budget. It is unsafe for officers to be out on the road in a vehicle that has over 100,000 miles. The Department has revenue coming into the Town General Fund of approximately \$350,000 each year.

CURRENT EVENTS:

Chief Philo advised that there have been several calls coming into the Dispatch Center regarding the anthrax scare. During the months of September and October the officers have been very busy answering and investigating calls. The Utica Fire Department, Utica Police Department and New Hartford Police have setup a four-man team to answer these calls. This allows the officer on patrol to continue to serve the community. The Haz-Mat Team in Utica and New Hartford is now handling all anthrax calls, utilizing the special equipment the Utica Fire Department already has in place. The New Hartford Police officer assigned to the detail will receive valuable training as a result of this assignment.

TASK FORCE:

Sgt. Daniel Appler will attend a meeting in Albany regarding an Anit-Terrorism Task Force. The Governor met with 200 representatives from all over the State. Oneida County has a Task Force in place that is dealing with weapons of mass destruction and Sergeant Marc Marziale is the representative on that committee.

Chief Philo advised that every morning via the NYSPIN Computer System he is updated on the terriost and bio-terrorism intelligence.

HALLOWEEN:

Chief Philo advised that the department would be out in full force especially in the Village where there is a Halloween Parade. They do not expect any problems this year.

TRAINING:

Officer Michael Inserra who received training for the Voice Sensor Analyzer has used this in place of polygraph three times. In the future this equipment may be used to screen applicants, take statements, etc.

New York State Traffic Safety Committee:

Chief Philo who is Chairman of the Oneida County Traffic Safety Board, advised that the police would be issuing traffic tickets through the computer in the future. The tickets will be printed from a laptop computer in the officer's vehicle. This will save time saver and fewer errors from poor handwriting.

POLICE COMMISSION MEETING

DECEMBER 13,2001

MEMBERS PRESENT

S. ROSS SLOAN
JANET HUGHES
JAMES SPELLMAN
JOHN SHAW
PATRICK CARDINALE

MEMBERS ABSENT:

OTHERS PRESENT:

CHIEF RAYMOND PHILO

Meeting called to order at 7:46 P.M. by Ross Sloan Commission Chairman.

APPROVAL OF MINUTES: Commissioner Jim Spellman moved to approve the minutes of the October 24,2001 meeting, seconded by Commissioner Janet Hughes, motion carried.

ACO REPORT:

Animal Control Officer, Shawn Morgan was not in attendance due to the fact that he was at the Kirkland Town Board Meeting negotiating the contract. The Commission members reviewed the monthly report.

CHIEF'S REPORTS:

CENTRAL DISPATCH CONTRACT:

The New Hartford Town Board approved the labor agreement with the Central Dispatch Center.

COPS GRANT:

The Federal COPS Grant for the 2002 budget year will be for \$96,000. The original grant was for 11 officers and Chief Philo has had that grant revised down to four officers and extending the term of the grant so that the money will be available for **3** more years.

On December 5,2001 the Town Board authorized filling a vacancy that was created by the retirement of a part-time officer and upgrading the position to a full-time position. Michael Kowalski will fill the vacancy and his starting date will be January 2, 2002. He will be hired under the "COPS" grant so 75% of his salary will be reimbursed for **3** years.

CHIEF'S REPORTS:

SANGERTOWN MALL OFFICE:

Saegertown Mall has advised Chief Philo that the Police Sub Station will be moved to a new location. This location is larger and will have access from the outside as well as from the interior of the mall. The office will have 2 interview rooms a conference room and bathroom. The mall will be using the conference room as well as the police department. The Mall management has advised that they will attempt to have the office available by the first of the year.

NOTICE OF CLAIM:

Chief Philo advised the Commission members that the Town has received a Notice Of Claim from the Estate of Bonnie Bohling regarding the murder/suicide that occurred in October of 2000 in the Town of New Hartford. The Notice of Claim states that the New Hartford Police did not provide enough protection for the person murdered. Chief Philo advised that the Notice of Claim was received after the one-year deadline. The insurance company lawyers will move to defend the Town.

ATV:

An all-terrain vehicle has been added to the police fleet of vehicles. This was in the 2001 budget and has been purchased and will be used as needed.

CAMERA EQUIPMENT:

The Utica National Insurance Company donated cameras to the New Hartford Police Department and the Police Department has offered them to the recreation Center to enhance their security.

HAZ-MAT TEAM:

Chief Philo advised that the Haz-Mat Team has been deactivated as of December 11, 2001. All of the trained members will be reactivated when necessary. The police officer from New Hartford has returned to road patrol.

RADAR UNIT:

A radar unit purchased in 1985 has been removed from the inventory. This piece of equipment was too old and parts were not available to fix it. A new unit would cost between \$1700 and \$2000. Chief Philo advised that he would pursue the purchase of a new radar unit.

Jim Spellman⁷ advised that a request should be made to the Town board to transfer money for the purchase of the new radar and a camera that had been deleted from the 2002 budget. Chief Philo advised that he will have a surplus from the personnel account and will request the transfer for the purchase of a radar unit.

COMMISSION REPORTS:

CHAIRMAN:

Janet Hughes moved to appoint Commission Jim Spellman as Chairman of the Police Commission for one year, seconded by John Shaw

Jim Spellman made a motion to appoint Commissioner Patrick Cardinale as Chairman of the Police Commission, due to the fact that he was not present to accept, the motion was not seconded.

Motion carried, Commissioner Jim Spellman elected as Chairman of the Police Commission.

Commission members said good-bye to Ross Sloan as a Commission member for 20 years and as Chairman of the Commission.

NEXT MEETING: JANUARY 23, 2002

ADJOURNMENT: Jim Spellman moved to adjourn at 8:50 P.M. seconded by John Shaw, motion carried.

Respectfully Submitted,

Barbara Couture

Barbara Couture

