

NEW HARTFORD POLICE COMMISSION

January 19,2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
EDWARD
LEFEVER
PATRICK
CARDINALE
JANET HUGHES

MEMBERS ABSENT

OTHERS PRESENT:

CHIEF RAYMOND PHILO
SHAWN MORGAN. ACO

Meeting called to order by Commissioner Jim Spellman at 6:13 p.m.

ACO REPORTS:

Animal Control Officer, Shawn Morgan reviewed the monthly report.
Commissioner John Shaw moved to approve the Animal Control Monthly Report, seconded by Commissioner Edward Lefever, motion carried.

APPROVAL OF MINUTES:

Commissioner Patrick Cardinale made a motion to approve the minutes of the December 15,2004 meeting, seconded by Commissioner John Shaw, motion carried.

CHIEF'S REPORTS:

TAX BILLS:

Chief Philo advised the Commission members that the total amount listed on the tax bills was a gross expense. The Chief is working with the accounting office to make sure revenue's are accounted for in the police account.

PERSONAL INJURY ACCIDENTS:

Forensic Mapping will soon be used in all police departments and Chief Philo displayed an example of this new program that officers will be able to use in mapping out accident scenes.

DRUG ARREST:

Chief Philo discussed with the Commission the details of several drug investigations in the town. Chief Philo credited the Drug task Force with several drug arrests in the Town in the last few weeks.

ST. LUKES SPECIAL SERVICE:

The St. Lukes Hospital campus has requested that the police department increase patrols due to the increase in domestic problems, alcohol related problems and mental health patients. The hospital will reimburse all special patrols at the campus.

EMPLOYEE EVALUATIONS:

The process of evaluation has been started and will continue through the month of January and February.

CODES ISSUE:

Chief Philo advised that there are now several and increasing absentee landlords in the Town and Village of New Hartford. He will be proposing a "Nuisance Abatement Law" to the New Hartford Town Board for their approval. This will make owners responsible for the conduct of their tenants and force them to make better lease agreements with their tenants.. Commission member John Shaw made a motion requesting that a letter be sent to the Town Board encouraging the board to approve a committee to look into the "Nuisance Abatement Law" and proposing the passing of a motion to approve this law, seconded by Commissioner Edward LeFever, motion carried

COMMISSION REPORTS:

Commissioner Patrick Cardinale inquired as to the status of a "Alarm Response Policy". Chief Philo advised that the commission members have discussed in the past and he still feels that the present procedure is still adequate. If a resident or business has too many alarms a letter is sent to them advising that the police department has responded to several false alarms and that if this continues, they will not be able to respond in the future. This letter has in the past worked very effectively in curtailing false alarms. The alarm system is fixed or adjusted and the problem goes away.

EXECUTIVE SESSION:

Commissioner Patrick Cardinale moved to go into executive session at 7:31 p.m. to discuss personnel, seconded by Commissioner John Shaw, motion carried.

Commissioner John Shaw moved to come out of executive session at 7:55p.m, seconded by Commissioner Patrick Cardinale. Motion carried.

NEXT MEETING: FEBRUARY 23,2005

ADJOURNMENT: Commissioner Edward LeFever made a motion to adjourn at 8:02p.m. seconded by Commissioner John Shaw, motion carried.

Respectfully submitted,

Barbara Couture
Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

MEETING – FEBRUARY 23, 2005

MEMBERS PRESENT: Jim Spellman, John Shaw, Patrick Cardinale, Janet Hughes, Edward Lefever and John Shaw

OTHERS PRESENT: Chief Raymond Philo and Animal Control Officer, Shawn Morgan

Meeting called to order by Commissioner Spellman at 7:30 p.m.

ACO REPORT: Shawn Morgan reviewed the Monthly Report with Commission members. Shawn advised that the expenses were high this past month due to a case involving the abandonment of 18 cats in the New Hartford Shopping Center. Several of the cats had to be euthanized and a few were put up for adoption.

Commissioner Hughes made a motion to approve the Monthly Report, seconded by Commissioner Shaw, motion carried.

COMMISSION MEETING CHANGE: Commissioners agreed that the time of the meeting would be changed from 7:30 p.m. to 6:30 p.m.

Commissioner Shaw made a motion to amend the Bi-Laws to change the starting time of Commission meeting to 6:30 p.m., seconded by Commissioner LeFever, motion carried.

APPROVAL OF MINUTES: Commissioner Shaw made a motion to approve the minutes of January 19, 2005 meeting, seconded by Commissioner Cardinale, motion carried.

CHIEF'S REPORTS:

E-TRAC GRANT: Chief Philo advised that the E-Trac Grant has been received in the amount of \$9,200.00 from the State of New York. This will provide equipment for all traffic tickets to be computerized in the lap top computer in the patrol cars. The equipment will consist of a scanner, printer that will read the bar code. There are no matching funds required with this grant.

PERSONNEL ISSUE: Chief Philo advised the Commission that Officer Peter Colbum would be leaving the department to accept a position with the Secret Service, effective April 2005. It is with regret that Chief Philo accepts the resignation of Officer Colbum; he has performed as an excellent officer and Juvenile Aid officer for the department.

CHILD ADVOCACY CENTER: The Oneida County Sexual Abuse Task Force along with the Child Advocacy Center have made an arrest of a 60 year old male in the Town of New Hartford for inappropriately touching a 12 year old juvenile. Discussion was held regarding the registration of sex offenders. Chief Philo advised that the Department of Criminal Justice Services has a website with the list available to the public.

HOMELAND SECURITY GRANT: Chief Philo has applied for the Homeland Security grant and will advise the Commission of the results.

HUMANE OFFICER SITUATION: The Town of New Hartford is sending out a "Quality of Life Survey" to all town residents. A copy of this survey can be found on Councilman Don Backman's website.

RECENT CASES: Chief Philo discussed a robbery case with the commission members at the Nice and Easy in Chadwicks. Photos from the surveillance camera were taken to the Rome Lab for enhancement and as a result an arrest has been made.

EMPLOYEE EVALUATION: Chief Philo advised that the evaluations for the full-time officers has been completed and he is starting on the part-time officers.

NUISANCE ABATEMENT: The Town Board has approved the creation of a Committee to review the establishment of Nuisance Abatement Laws in the Town. The Village is also interested in being a part of this Committee.

NEXT MEETING: MARCH 30, 2005

ADJOURNMENT: Commissioner Shaw made a motion to adjourn at 9:40p.m., seconded by Commissioner LeFever, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

March 30,2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
EDWARD LEFEVER
JANET HUGHES

MEMBER ABSENT:

PATRICK CARDINALE

OTHERS PRESENT:

CHIEF RAYMOND PHILO
Ralph Humphreys,

Supervisor

Richard Woodland.

Councilman

J.C. Waszkiewicz,

Councilman

Meeting called to order by Commissioner Jim Spellman at 6:37 p.m

ACO REPORTS:

Animal Control Officer, Shawn Morgan absent from meeting due to the fact that his wife had to go to Florida for medical reasons.

Commissioner Edward LeFever

moved to approve the Animal Control Monthly Report, seconded by Commissioner Janet Hughes, motion carried.

EXECUTIVE SESSION:

Chief Philo requested Executive Session to discuss a Personnel medical case and a criminal investigation case, motion made by Commission John Shaw to go into Executive Session at 6:40p.m., seconded by Commissioner Janet Hughes, motion carried. Out of Executive Session at 6:56 P.M.

CHIEF'S REPORTS:

YEAR END REPORT: Chief Philo submitted to the Commission members a "Summary Report of 2004" for the members to review. Commission members and the Public Safety Committee members discussed the report with the Chief.

Commissioner Jim Spellman requested a report on the number of letters that Jeff Madden had sent out in 2004 regarding alarms.

RESIDENT COMPLAINT: Chief Philo advised the Commission that Jerry Collins a resident of Sherman Oaks e-mailed him that he would be back in town soon. He is requesting the Chief to have additional coverage of his area of the Town due to the noise of trucks and motorcycles on Route 5 and Route 12. Chief Philo advised the Commission members that last year he used Traffic Safety Grant money to increase patrols in that area. Several tickets were issued to loud motorcycles. The speed study done did not indicate any increase in speeding in that area. Chief Philo feels that Mr. Collins's requests are unreasonable at this time.

DOG ATTACK: A resident of Sessions Road was attack by a dog and received several injuries. The dog ran off and the police department along with Shawn Morgan ACO went to great lengths to find the dog so that the injured man would not have to go through the rabies shots.

NIMS: The Federal Government is requiring that all police departments get certified with NIMS by 2006 . Chief Philo advised the Commission that he has been certified along with several of his staff. A proposal is being written and will need to be adopted by the Town and Village Boards and placed with them in the Town Emergency Management Plan. This certification will allow the police department to be apart of the Homeland Security plans and training in 2006.

ACCREDITATION: Utica College has an intern working at the New Hartford Police Department and is re-writing the Rules & regulations Manual for the department. When this is completed it will have to be reviewed by the Town Attorney and then it goes to the Town Board for Approval. Chief Philo advised that the Rules & Regulations have not been re-written since 1985 and the intern is doing a very good job with this task. Having this Manual up to date will help with the police department getting State accreditation in the future.

The Emergency Management Plan has already been re-Written by the intern.

NUSIANCE ABATEMENT LAW: Chef Philo advised that more of the older homes in the Town are being turned into 2 family and 3 family homes. He feels that the Nuisance Abatement Law should be put in place for future dealings with multi-family living problems. Fran Manfredo presented to the Commission members how the law works and how it is being used in Utica. The Utica Fire Dept. is handling it, but in New Hartford, the Codes Dept would handle it. This law sets the standard of living for people who rent and helps to enforce codes on homes. Each house is visited each time it rented out with a checklist. Chief Philo will be preparing this law to be presented to the Town Board in the future.

INTERVIEW OF CANDIDATE: Chief Philo presented applicant Shane Yoxall to the commission members. He comes highly recommended to the department and will be an asset since he is certified as a School resource officer and is completing a college degree in Computer Tech. He has worked for the Kirkland and New York Mills Police Departments and this would be a lateral transfer.

Commissioner John Shaw moved to approve the hiring of Shane Yoxall, seconded by commissioner Janet Hughes, motion carried. This recommendation will be sent to the Town Board for approval to hire Mr. Yoxall.

\$50.00 COUNTERFIET: Chief Philo showed the Commission members a counterfeit \$50.00 bill that was passed in the New Hartford Shopping Center. Several have shown up in the New Hartford area.

SEXUAL ABUSE CASE: An older man has been arrested for sexual abuse in the Applewood Community. The residents of that community requested that this man be removed from the community. Through negotiations with the man he has left the area. He has been arrested but not convicted of the sexual abuse.

ROUTE 8 ACCIDENT: A two car personal injury accident on Route 8 arterial was handled very proficiently by the New Hartford Police, Dispatch Center, Sauquoit Fire Dept., Willowvale Fire Dept., and New Hartford Fire Dept. This head on accident was the result of a person going the wrong way on the Route South arterial. Injuries were serious but no one was killed.

NEXT MEETING: APRIL 27,2005 6:30 p.m.

ADJOURNMENT: Commissioner Edward LeFever made a motion to adjourn at 8:02p.m. Seconded by Commissioner John Shaw, motion carried.

Respectfully submitted,

Barbara Couture
Secretary



NEW HARTFORD POLICE COMMISSION

April 27, 2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
JANET HUGHES
PATRICK CARDINALE

OTHERS PRESENT:

EDWARD LEFEVER
CHIEF RAYMOND PHILO
RALPH HUMPHREYS
DONALD BACKMAN
SHAWN MORGAN, ACO

Meeting called to order by Commissioner Jim Spellman at 6:32 p.m

ACO REPORTS:

Animal Control Officer, Shawn Morgan reviewed the monthly report. Discussion was held regarding the incident in New York Mills involving a rabid fox. Shawn advised that he has not had many complaints of a fox in the area and if he does receive a complaint it is turned over to the Dept. of Environmental Conservation. Commissioner John Shaw made a motion to approve the monthly Animal Control Report, seconded by Commissioner Edward Lefever, motion carried.

APPROVAL OF MINUTES:

Commissioner Janet Hughes made a motion to approve the minutes of the March 30, 2005 meeting, seconded by Commissioner Patrick Cardinale, motion carried.

RULES & REGULATIONS UPDATE:

Chief Philo handed out copies of the updated Rules & Regulations that have been completed to date. Commissioner Janet Hughes made a motion to approve the updates, seconded by Commissioner Patrick Cardinale, motion carried.

EXECUTIVE SESSION:

Commission John Shaw made a motion to go into Executive Session at 6:54 p.m. to discussion personnel medical conditions, seconded by Commissioner Janet Hughes, motion carried.

Commissioner Patrick Cardinale made a motion to come out of Executive Session at 7:06 p.m., seconded by Commissioner Edward Lefever, motion carried.

CHIEF'S REPORTS:

Chief Philo reviewed the monthly reports with the Commission members.

NIMS: Chief Philo advised that he is working on the emergency management plan to handle manmade and natural disasters and will have a plan to bring to the Town Board for approval in the future. This is a plan that every community should have in place in case of a disaster. In order to be eligible for Homeland Security grant money the emergency management plan must be approved and in place.

ALFREDO'S: A rap group that attracts a large group of teenagers had reserved the Alfredo's restaurant on Seneca Turnpike for an evening of music. Through the Metro Police group, the New Hartford Police were advised that this type of concert brings many problems with drugs and alcohol to the area. Chief Philo spoke with Alfred's Rest management and the concert was cancelled. The group then went to Colgate University and rented the theater in Hamilton that the college uses for concerts. This event did turn out to be a huge problem for the Hamilton New York Police Dept. The small police department had to call in State Police and three Counties had to send officers to help manage the fights that erupted into the streets of Hamilton. Chief Philo advised the Commission that through the Metro Police Program information is exchanged and this saved the New Hartford Police Dept. from having to deal with this type of problem.

SCHOOL ASSAULT: An assault at the New Hartford High School resulted in a Felony arrest. The student arrested will be appearing in the Village of New Hartford Court in the near future.

NEW OFFICER: Officer Sham Yoxall is in training for 3 months and will be on the road riding with officers.

EMERGENCY MANAGEMENT DRILL: Oneida County Urgent Management Team will be holding a mock emergency at the Clinton Elementary School on May 7, 2005. This hazardous material drill will have New Hartford Police responding to their needs and experience how to handle such an emergency.

RULES & REGULATIONS: The intern from Utica College continues to work on the updating of the Rules & Regulations manual. This intern is an expert with the computer and has done several sections of the manual.

COMMISSION REPORTS:

Commission John Shaw asked if the police department should be advised of a gathering in the T a m Park for Utica College freshmen. Chief Philo advised Commissioner Shaw to contact Mike Jeffreys and advise him that the police department will be driving through during that day

NEXT MEETING: MAY 25, 2005

ADJOURNMENT: Commissioner John Shaw made a motion to adjourn at 7:55p.m., seconded by Commissioner Edward LeFever, motion carried.

Respectfully submitted,

Barbara Couture

NEW HARTFORD POLICE COMMISSION

May 25, 2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
PATRICK CARDINALE
JANET HUGHES

MEMBER ABSENT:

EDWARD LEFEVER

OTHERS PRESENT:

CHIEF RAYMOND PHILO
Ralph Humphreys,

Supervisor

J.C. Waszkiewicz,

Councilman

Meeting called to order by Commissioner Jim Spellman at 6:35 p.m.

ACO REPORTS:

Animal Control Officer, Shawn Morgan reviewed the Monthly Reports with the Commission members. Commissioner Patrick Cardinale moved to approve the Animal Control Monthly Report, seconded by Commissioner Janet Hughes, motion carried.

Chief Philo advised that Frank McCully, Animal Control assist returned to work on June 6, 2005.

CHIEF'S REPORTS:

HAZMAT EXERCISE: A HAZMAT exercise was held on May 7th at the Myles School. The Police Department will be reimbursed for their expenses from a grant.

SEX OFFENDER POLICY: The Chief established a new policy, which publicizes those Sex Offenders residing in New Hartford to the extent the law, allows. This community notification policy also involves notifying the School Districts. The information is contained on our website.

SEQRA: There has been a proposal before the New Hartford Town Planning Board for a Salvation Army store to be built on the land now housing Alfredo's Rest. The restaurant building would be tom down.

Chief Philo received the SEQRA report and he has responded with a complete Traffic Study on Route 5 for the area in front of the new proposed store. This report will be reviewed by the Planning Board and assist them in determining if this type of development would be possible for that site.

Other developments proposed in the area of Kellogg Road area with a proposal for a Walgreen Store to be built where the Agway once stood.

NUISANCE ABATEMENT LAW: Discussion was held regarding the committee that is looking into proposing to the Town Board a Nuisance Abatement Law. This law would make landlords accountable for the actions of their tenants. Councilman J.C. Waszkiewicz and Councilman Richard Woodland will be holding neighborhood meetings to discuss this law with residents. Chief Philo advised that if landlords were made accountable for their tenants that they would be more selective in whom they rent to. This would in turn make the tenants and landlords comply with the Standards of Conduct of the property.

Chief Philo advised that the Town of Colonie has a Nuisance Abatement Law in effect and he will be modeling the law for New Hartford from their law.

GRANTS: A Federal Grant in the amount of \$25,000 has been received to make schools in New Hartford safer.

Corridor Grant has been received for Route 5A in the amount of \$3,200 to study the traffic flow and enforcement in this high traffic area.

E-Ticketing Grant – will soon be available in the police due to a grant in the amount of \$9,200 in September. Six of the police cars will have this technology in the computers. New Hartford Police Department is the first in the county to receive this technology.

PERSONNEL ISSUES: Chief Philo advised that Sgt. Appler would be retiring on June 25, 2005. He has 21 years of service.

Officer Shane Yoxall will be finishing up with his probation time and will be on the road as a fully trained police officer soon.

PARKING TICKETS: Town Supervisor requested information regarding parking tickets. He wanted to know if the name and address appears on the ticket. Chief Philo advised that only the License Plate number is on the ticket. A computer check of the traffic ticket will give the information of the registered owner of the ticket. The Court Clerk can obtain this information by running the license plate number in their computer. Councilman J.C. Was asked if the fines could be increased in the future. The Town Board is looking into this suggestion. Commissioner Spellman suggested that a meter-person be employed to issue parking tickets instead of police officers. The revenue of all parking tickets comes directly to the Town in the full amount. The State does not receive any portion of this fine. Commissioner Spellman suggested that a study be conducted regarding hiring a person to enforce parking tickets throughout the Town.

OFFICER COLLINS: Town Supervisor advised the commission that Kevin Collins has submitted his resignation and that a "Hold Harmless Agreement" has been reached. This will bring a conclusion to the lawsuit that Mr. Collins has been pursuing against the Town of New Hartford.

EXECUTIVE SESSION: Commissioner Cardinale moved to go into Executive Session at 7:53p.m. to discuss personnel matters, seconded by Commissioner Shaw, motion carried.

Commissioner Shaw moved to come out of Executive Session at 8:30.p.m., seconded by Commissioner Cardinale, motion carried.

INTERESTING CASES: Chief Philo advised that the burglary has been solved due to the dusting of prints and the matching of these prints has produced a suspect. The officer was using the SAFIS program available to the department The case solved involved a home invasion in November of 2003 on Foxcroft Road which generated DNA. The department is waiting for a match to come up on this sample.

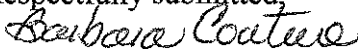
FORGERY SCHEME: Counterfeit checks were received at the NBT Bank in May of 2005 in the amount of \$10,000 and an arrest has been made in this case.

COMMISSION REPORTS: Commissioner Hughes advised that the Willowvale Fire Company would be holding an Open House at the new firehouse on June 5" from 1p.m. to 4p.m.

NEXT MEETING: JUNE 23,2005 (Thursday)

ADJOURNMENT: Commissioner Shaw moved to adjourn at 8:45p.m. Seconded by Commissioner Hughes, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

SPECIAL MEETING – JUNE 1, 2005

MEMBERS PRESENT:

JAMES SPELLMAN
JANET HUGHES
JOHN SHAW
PATRICK CARDINALE
EDWARD LEFEVER

Meeting called to order by Commissioner Jim Spellman at 6:30 p.m.

EXECUTIVE SESSION: Commissioner John Shaw made a motion to go into executive session at 6:30 p.m. to discuss personnel, seconded by Commissioner Janet Hughes, motion carried.

Commissioner John Shaw made a motion to come out of Executive Session at 6:40 p.m., seconded by Commissioner Edward LeFever, motion carried.

RESPONSE TO GRIEVANCE:

The Commission members held a discussion regarding a letter Commissioner Jim Spellman received dated May 24, 2005 and received on May 27, 2005 regarding a grievance from the New Hartford Police Benevolent association.

Commissioner John Shaw made a motion to recommend to the New Hartford Town Board that an officer in charge be paid \$4.14 per hour for time doing out of grade/rank/title pay as per your letter to Commissioner James Spellman of May 27, 2005, motion seconded by Commissioner Janet Hughes, motion carried.

The recommendation of the Police Commission will be forwarded to the Town Board members, Officer Paul Colburn, Officer Brad Pietryka and Chief Raymond Philo with the original letter of recommendation being sent to Attorney Rocco DePerno.

ADJOURNMENT:

Commissioner John Shaw made a motion to adjourn a 6:45 p.m., seconded by Commissioner Patrick Cardinale, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

REGULAR MONTHLY MEETING – JULY 27, 2005

MEMBERS PRESENT:

JAMES SPELLMAN
JOHN SHAW
PATRICK CARDINALE
EDWARD LEFEVER
JANET HUGHES
Lt. Tim O'Neill
Ralph Humphreys

MEMBERS ABSENT:

OTHERS PRESENT:

Meeting called to order by Commissioner Jim Spellman at 6:30 p.m.

APPROVAL OF MINUTES: Commissioner LeFever made a motion to approve the minutes of June 23, 2005, seconded by Commissioner Cardinale, motion carried.

ACO REPORT: Lt. O'Neill advised the commission members that the Animal Control Officer was involved in a motor vehicle accident where the truck was rear-ended by a vehicle from Don Carbone automobile sales. Shawn was slightly injured and is on a 7-day leave due to the injuries. The truck is out of service and Lt. O'Neill is seeking to rent a vehicle to be used while the truck is getting repaired.

Lt. O'Neill advised that estimates would be done by Edwards, Rollers and Midland Collision. The assistant Animal Control Officer will fill in for Shawn.

Town Supervisor, Ralph Humphreys suggested that Don's Ford be contacted to see if they would give a vehicle to the Town to be used instead of getting a rental and also to have them fix the truck. If the truck is fixed under collision coverage it will be on record with the Town insurance company, but if Don's Ford did the repairs it would not show-up as an accident on the insurance policy. Lt. O'Neill advised that he would pass this suggestion on to Chief Philo for consideration.

Commission Cardinale made a motion to approve the Animal Control Report, seconded by Commissioner Shaw, motion carried.

REPORTS & REVENUE CHECKS:

Lt. O'Neill review several pieces of correspondence and also reviewed revenue checks the department has received in the last month.

ST. LUKES HELISPOT:

St. Luke's Campus has a landing area for helicopters and law enforcement officers under the Homeland Security requirements must be trained in assisting security at St. Luke's. This is part of the Aviation Security Plan.

TOWN SURVEY: Commission members asked questions of the Town Supervisor regarding the Town Survey that had been sent out and the number of returns.

ALARMS: A log of the number of alarms that the police department responded to was distributed to commission members. Discussion followed with Lt. O'Neill and commission members.

Town Supervisor, Ralph Humphreys suggested that information be requested from the Association of Towns on how other Towns handle alarms. Get samples of legislation, fines and violations.

NEXT MEETING: THURSDAY – AUGUST 25, 2005

ADJOURNMENT: Commission LeFever made a motion to adjourn at 8:00p.m. seconded by Commissioner Shaw, motion carried.

Respectfully submitted



Barbara Couture

Secretary

NEW HARTFORD POLICE COMMISSION

August 25, 2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
EDWARD LEFEVER
PATRICK CARDINALE
JANET HUGHES

MEMBERS ABSENT:

OTHERS PRESENT:

CHIEF RAYMOND PHILO
Ralph Humphreys,

Supervisor

Meeting called to order by Commissioner Jim Spellman at 6:31 p.m.

ACO REPORTS:

Shaw Morgan, ACO advised the Commission that the vehicle has been fixed by Don's Ford and it has been picked up. It will now have to be lettered and striped. The frame of the vehicle has been replaced.

Commissioner Jim Spellman suggested that Chief Philo look into hiring a substitute Animal Control Officer to fill in when Shawn and Frank McCully are unavailable. Chief Philo advised that he would review the applicants he has on file and pursue this possibility. There should be no budget impact regarding this position.

APPROVAL OF MINUTES:

Commissioner LeFever made a motion to approve the minutes of July 27, 2005, seconded by Commissioner Cardinale, motion carried.

CHIEF'S REPORTS:

METRO PROGRAM

Chief Philo advised that Metro Program that New Hartford Police participates in with the Utica Police Department to fight crime/drugs/weapons and anti larceny cases in New Hartford has received further funding from the State of New York. A Warrant sweep was conducted this past week in Utica and New Hartford to reduce the 900 warrants on file.

BUDGET COMMITTEE:

Commissioner Spellman appointed Commission Hughes and Commissioner LeFever to represent the Commission on the Budget Committee.

CHIEF'S CONFERENCE:

Chief Philo attended the New York State Chiefs Conference in Saratoga Springs in August. Chief Philo attended several classes and lectures and returned with information on the latest equipment for police departments. One of the seminars was regarding Tazer guns. He looked into the pros and cons of officers carrying this type of non-invasive weapon. The cost to the New Hartford Police Department to arm officers with at least ten tazer guns would be \$7,000.00. Chief Philo advised the Commission members that he feel that it time to have Tazers as part of the equipment officers carry since there have been some incidents that a tazer would have protected the officer from injury.

SUMMER ARRESTS:


Chief Philo advised that arrest have gone up this summer and he advised the Commission that Methane Labs are coming to the East. It started in the Mid West and police agencies are seeing more and more meth labs in their communities. This type of drug is easy to produce and is very dangerous to the user, The Drug Task Force is very aware of this type of drug and has advised agencies to be aware.

NEXT MEETING: September 28, 2005

ADJOURNMENT:

Commission Shaw made a motion to adjourn at 8:10 p.m., seconded by Commission LeFever, motion carried.

Respectfully submitted,


Barbara Couture
Secretary

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NEW HARTFORD POLICE COMMISSION

September 28, 2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
EDWARD LEFEVER
JANET HUGHES
PATRICK CARDINALE

OTHERS PRESENT:

CHIEF RAYMOND PHILO
Ralph Humphreys, Supervisor
J.C. Waszkewicz, Councilman

Meeting called to order by Commissioner Jim Spellman at 6:30 p.m.

ACO REPORTS:

Animal Control Officer, Shawn Morgan reviewed the monthly report with the Commission members. He advised the Commission that a Pooper Scooper Law may be proposed in the future to the Town Board.

Shawn advised that the truck is still out of line and will be re-aligned soon. The frame has been replaced by Don's Ford due to the accident. JC Waszkewicz suggested that the truck be checked by the Highway Dept. mechanics. Chief Philo advised that he would have an officer drive the vehicle and then check with the Highway Dept.

Chief Philo advised that Nicole Pinetta has been hired as a part-time animal control officer to fill in for Frank McCully the assistant to Shawn Morgan. They will share the part-time hours.

CHIEF'S REPORTS:

Traffic Safety Program:

Chief Philo made reference to the editorial in the Observer Dispatch regarding motorcycles being ticketed in New Hartford. The Department received a grant in the amount of \$6,000 to fund traffic safety. Due to several complaints about the motorcycles on Route 5 (Seneca Turnpike) area the grant traffic safety officer was able to frequent the Route 5 area and ticket for loud mufflers, speed, and unsafe activity. Chief Philo has talked with motorcycle groups, Harley-Davidson dealers regarding the muffler problem. Some are extremely loud and that is not part of the regular equipment on motorcycles. It is the decision of the owner to remove the mufflers and install modified pipes that cause the loud noise. The New York State Police have helped with ticketing these loud muffler motorcycles. An interesting point is that when the owner is in court, they plead guilty and do not fight the ticket. They know that it is illegal, but they don't care.

Review of Statistics:

The new Records Management software now being used in the office can produce more statistics for reports than in the past. Chief Philo distributed a copy of some records that show statistics.

JC Waszkiewicz suggested that the Parking Ticket collection be turned over to a Collection Agency. He feels that a lot of revenue is not being collected from old parking tickets. Also he suggested that the fee on parking tickets be raised. Chief Philo advised that this matter should be brought up to the Court Office.

Forensic Determination:

Chief Philo advised the Commission that the case regarding the discovery of bones at the High School last August has been closed. Dr. Christ the Anthropologist at Utica College studied the bones and his report is on file. Dr. Christ was able to determine that there are bones from 9 people one being an infant and 1 a child. Chief Philo will be giving a program at the Historical Society meeting regarding this study.

Forensic Samples:

New York State Department of Justice has chosen New Hartford Police Department to be part of a grant that will be profiling DNA analysis. This profiling will help in solving Burglary cases. A network will be set up of DNA samples that identify persons involved in unsolved cases. Utica Police Department will also be working with Chief Philo.

Employee Evaluations:

All employee evaluations have been completed.

VSA (Voice Stress Analysis) Training:

Sgt. Michael Inserra has received training in the voice stress analysis. Homeland Security Training has been provided to measure micro tremors in the voice and can pick up stress in the voice. This cannot be used in Court, but the tool is valuable in solving cases. The \$10,000 grant has been used over the past 2 years and there is enough money to be used in 2006.

SRO Program:

Officer Edward Schmidt is now the School Resource Officer for New Hartford. In mid October the program was re-instituted at the Sauquoit School with Officer Shane Yoxall taking over that position. The Sauquoit School system will be reimbursing New Hartford for his time.

Court Representative:

Judge William Virkler will be at the next Commission meeting to discuss the concerns of the Court.

Interesting Cases:

A case has been solved that involved 3 white males who smashed car windows in the South Hills area of the Town of New Hartford. Officer Ron Fontaine spent many hours in solving this crime. The 2 men will have to make restitution to the residents affected by this crime spree.

Four Utica College students were arrested for shoplifting and 2 of them have been arrested a second time since the first arrest.

JC Waszkiewicz suggested that the Chief check with Jim Brown of Herkimer Community College to see what his college does to students who have been arrested.

COMMISSION REPORTS:

Ralph Humphreys, Town Supervisor discussed the impact of the 2006 Budget. Discussion was held in pursuing a Van to be donated to replace the Van that was donated by Ed Blask Ford in the past. Also discussed was the possibility of leasing a van over a 7-8 year period of time. This equipment Van is used everyday and needs to be replaced in the near future.

Alarm Calls:

Commissioner Spellman discussed the Alarm Report he received from the Dispatch Center. He was not happy with the number of false alarms at Kohl's. Commissioners Cardinale and Spellman both want to pursue a fine for too many false alarms. Commissioner Cardinale suggested that 2 types of ordinances be approved to cover residence alarms and commercial false alarm activity. Councilman Waszkiewicz suggested that Chief Philo write up a sample ordinance and bring it to the Town Board members.

Chief Philo advised that the problem with fining for false alarms is that the proof of why the alarm went off is hard to get. He feels that these types of tickets would be dismissed in Court. Chief Philo does not want to do arrests through the police department, it might be better to do them through the Town Clerk's Office.

Commissioner Edward LeFever reported that he rode with Officer Spinella and Matt Sica while they patrolled school zones and he was very impressed with their handling of residents. They both were very professional in handling situations that arose. Chief Philo advised that there was a traffic blitz the first three days of school. This was to enforce the 20 mph zone at Oxford Road School. On October 6" there will be the School Bus Blitz. Patrol cars will follow school buses to ticket anyone passing a stopped school bus.

Commissioner Shaw advised that there has been shooting behind his house on Seneca Turnpike between 4p.m and 6p.m. He did not believe that deer season was open at this time.

Commissioner Hughes asked if there were any problems at the Montessori Learning Center School now in Chadwicks. Chief advised there had been no problems. There have been problems at the BOCES School with MHL cases

JC Waszkiewicz inquired about violent people and how they are handled. Chief Philo advised that he has placed in the budget \$7,000 to purchase tazer guns for his men. There are more violent people everyday and using a tazer would not come at a big cost but would be extremely helpful to officers who have to deal with this type of situation almost everyday.

Commissioner Cardinale advised the Town Board members present that the Police Department is foremost with writing grants for the department. A grant writer for the Town would be helpful to all departments. Writing a grant takes a lot of time, but the police department has been successful in receiving a number of grant money.

NEXT MEETING: OCTOBER 26,2005

Adjournment: Commissioner John Shaw made a motion to adjourn at 8:40 p.m., seconded by Commissioner Janet Hughes, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

October 26,2005

MEMBERS PRESENT:

JIM SPELLMAN
JOHN SHAW
PATRICK CARDINALE
JANET HUGHES
EDWARD LEFEVER

OTHERS PRESENT:

CHIEF RAYMOND PHILO
Ralph Humphreys,

Supervisor .

Judge Bill Virkler

Meeting called to order by Commissioner Jim **Spellman** at 6:30p.m.

ACO REPORTS:

Animal **Control** Officer, Shawn Morgan reviewed the Monthly Reports with the Commission members. Shawn advised the Commission that the truck is now running fine. Commissioner **Patrick** Cardinale moved to approve the Animal **Control** Monthly Report, seconded by Commissioner Ed **LeFever**, motion carried.

CHIEF'S REPORTS:

Chief **Philo** advised the Commission that the Utica Observer Dispatch is working on **an article** to show comparisons between New Hartford and Whitestown. There is consideration for Whitesboro and Whitestown to consolidate in the future. Since the Village and Town of New Hartford went through a consolidation in 1985, the reporter wants to do a comparison. Chief **Philo** advised that he has talked with the reporter and suggested that there are very few comparisons between the two towns since New Hartford has such a large commercial area. The Crime Statistics put out by the Department of Criminal Justice Services in New York State have a **website** for the reporter to look at. The District Attorneys office is fostering this consolidation so that there are not numerous courts for the DA office to attend to. The five villages within the Township of Whitestown require an Assistant District Attorney to attend on their court night.

BUDGET: The budget is up \$460,000 over last years budget. The benefits were not put in the budget **from** the whole Town tax for the police. This year benefits are in for the 2006 Budget.

Mitigation money has to be used in the certain areas with a 10 year period of time or it goes back to the developer. There is \$82,000 in the pre-development account.

The police Van will be retired and the Supervisor and Chief are **looking** for a donation to replace the Van that was donated several years ago. The retired police cars are now being given to the Highway Dept. Chief **Philo** advised that if the used police cars were sold, then there would be money to purchase a used Van. Town Supervisor will ask Attorney **Rayhill** to give a clarification on how to spend mitigation fees.

JUDGE VIRKLER: Judge Bill **Virkler** addressed the Commission members. Statistical comparison sheets were handed out to the commission members for their study. These statistics showed the amount of money the Town and Village received on Court actions over the past 4 years. Court proceedings consists of Criminal Court; Traffic Court; Dog cases, Evictions and Small Claims Court. There are 2 Judges; 2 Court Clerks; 2 Bailiffs (1 police officer 1 civilian); 1 Assistant District Attorney; 1 Investigator . Ticket charges range **from** \$25.00 to \$80.00 per ticket.

At present there is no procedure to collect the unpaid **parking** tickets. The **parking** tickets revenue comes 100% to the Town and Village when collected. There are several hundred outstanding parking tickets. Judge Virkler is experimenting with a procedure to collect the unpaid **parking** tickets at this time.

Judge Virkler also advised the Commission that there are 800 outstanding warrants on file in the Court. Thousands of dollars are waiting to be collected through the enforcement of these Warrants. A **full-time** Warrant Investigator is needed to handle this number of outstanding Warrants.

COMMENDATIONS: Chief **Philo** advised the Commission that he has awarded two Commendations to Officer Ronald **Fontaine** and Officer Michael **Kowalski**.

STATE POLICE CORRESPONDENCE: Chief **Philo** read a letter to the New Hartford Police Department, commending the New Hartford officers who responded to a missing person who was threatening to do harm to himself. The male **was** found and **talked** out of the suicide and turned over to the State Police.

TECHMCAL ENHANCEMENT: The Dispatch Center now has the ability to receive all 911 calls made on cell phones .

The Oneida County 911 Center has upgraded the phone system at the Central Dispatch Center in New Hartford and there is now in use Map Quest to locate the cell phone.

ALARM LAW: A copy of the City of Utica **Alarm** Law has been received and a copy will be sent to each of the Commission members.

DISPATCH ALARM REPORT: Commissioner Jim **Spellman** requested that Supervisor Jeff Madden provide a monthly alarm report to the Commission.

NEXT MEETING: DECEMBER 7, 2005
COMBINED NOVEMBER/DECEMBER MEETING

ADJOURNMENT: Commission Shaw moved to adjourn at 8:35 p.m., seconded by Commissioner Janet Hughes, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

DECEMBER 7, 2005

MEMBERS PRESENT:

Jim Spellman
Patrick Cardinale
Janet Hughes
John Shaw
Ed LeFever

OTHERS PRESENT:

Chief Raymond Philo
ACO Shawn Morgan

Meeting called to order by Chairman Commissioner Jim Spellman at 6:37 p.m.

ACO REPORT:

Shawn Morgan reviewed the October and November Monthly reports with the Commission members. Commissioner Janet Hughes made a motion to approve the reports, seconded by Commissioner LeFever, motion carried.

APPROVAL OF MINUTES:

Commissioner John Shaw made a motion to approve the October 21" minutes, seconded by Commissioner Janet Hughes, motion carried.

SURRENDERED VEHICLES:

Commissioner Jim Spellman advised the Commission that the vehicles surrendered to the Town by the Police Department should receive a fair market value and show up in the Police Department Budget in the future. Commission members agreed with this suggestion by Commissioner Spellman.

ALARM LAW:

Commissioner Spellman requested that the commission members review the Alarm Law that the City of Utica has established and open discussion will be held at the January 2006 meeting. Copies will be sent to the Commission members.

CHIEF'S REPORTS:

TASER GUNS: Chief Philo advised the Commission that the Taser Guns that he had included in the 2006 Budget Proposal have been removed from the budget. Chief Philo further advised that he had researched many articles and studies done on the use, effect, and safety of taser guns before requesting a purchase of these types of guns. The taser would be very effective for use in the Court if and when there is an unruly criminal as well as on the street. There have many injuries to officers in Utica and New Hartford where the use of a taser gun would have eliminated the officers being subject to injury. A good example of using a taser gun is when a mentally unstable person is in the Emergency Room at St. Lukes. This is the prime hospital for MHL patients in the Utica area.

CHIEF'S REPORTS:

Chief Philo advised the Commission that the New Hartford Police officers would receive proper training in the use of these guns.

DNA DEMONSTRATION PROJECT:

The New York State Department of Criminal Justice Services has chosen New Hartford Police Department to be a part of a DNA collection for minor crimes. A unit will be designated for Burglary cases and the department already has two fully trained officers to collect DNA. New Hartford Police Department is one of five departments chosen to a part of this study.

BURGLARY CASE:

During the summer months there have been several break-ins and burglary cases at the former Partlow Building on Campion Road. This case took 12 weeks to solve and Officer Burns has worked very hard on the case. Today arrests were made regarding this burglary case.

Commissioner Jim Spellman requested that a letter of recognition be sent to Officers Burns for his excellent police work in solving this case.

WAL-MART GRANT:

Chief Philo advised the Commission that the department has received a grant from the Wal-Mart Corporation in the amount of \$2,000 and will be designated to purchase a forensic light to use in buildings and homes to find fingerprints.

HOMELAND SECURITY GRANT:

Chief Philo advised that four laptops have been updated with grant money from the Homeland Security Grant.

LABOR NEGOTIATIONS:

The police and dispatch negotiations have reached Binding Arbitration. The legal fees are high and there is hope that this will be resolved soon.

CROSSING GUARDS:

Chief Philo advised the Commission members that Town Supervisor Ralph Humphreys has approached the New Hartford School Superintendent regarding the elimination of all but one crossing guard. He has requested that the school bus all children to the school so that only one crossing guard at Oxford/Sanger/Daly place would be necessary. The school has not acted on this request as of this date.

DEVELOPMENT PROJECTS:

Chief Philo advised the Commission members that he is reviewing several projects under the SECOR process in the town, Lowes on Middle settlement Road and Dunkin Donut on Route 5.

CHIEF'S REPORTS:

DRUG CASES:

There are several active cases being worked on in New Hartford by the Drug Task Force. Search warrants have been issued regarding heron sales where drug attics are working out of rental homes. The landlords will be held responsible for tenants in the case of arrests.

IMPACT GRANT PROGRAM:

Chief Philo has been advised that there is state funding available for the Utica and New Hartford Police departments for anti-drug sting set-ups. There have been several break-ins in the commercial corridor during the holiday season and the funds provided will help to deter and apprehend car thefts.

EXECUTIVE SESSION: Personnel/Medical Discussion

A motion was made at 8:04p.m. by Commissioner John Shaw to go into Executive Session to discuss Personnel and medical matters, seconded by Commissioner Ed LeFever, motion carried.

A motion was made at 8:20 p.m. to come out of Executive Session by Commissioner Patrick Cardinale and seconded by Commissioner Janet Hughes, motion carried.

COMMISSION REPORTS:

Commissioner Janet Hughes advised the Commission and Chief Philo that she has received reports from the Sauquoit School System that Officer Shane Yoxall is doing an excellent job as School Resource Officer. Shane is also a computer specialist and using his skills at the police department.

NEXT MEETING: JANUARY 25,2006

ADJOURNMENT:

Commissioner John Shaw made a motion to adjourn at 8:30 p.m., seconded by Commissioner Patrick Cardinale, motion carried.

Respectfully submitted.



Barbara Couture
Secretary

NEW HARTFORD POLICE COMMISSION

SPECIAL MEETING – DECEMBER 12, 2005

MEMBERS PRESENT: Commissioner Jim Spellman, Commissioner John Shaw, Commissioner Janet Hughes, Commissioner Edward LeFever, and Commissioner Patrick Cardinale.

OTHERS PRESENT: Chief Raymond Philo, Jeffrey Madden

Meeting called to order by Commissioner Jim Spellman at 6:11 p.m.

EXECUTIVE SESSION: To discuss Pending Litigation

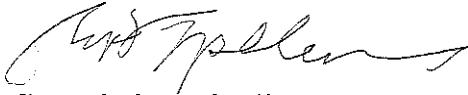
Commissioner John Shaw made a motion to go into Executive Session at 6:11 p.m. to discuss pending litigation, seconded by Commissioner Patrick Cardinale, motion carried.

Commissioner John Shaw made a motion to come out of Executive Session at 7:12 p.m., seconded by Commissioner Janet Hughes.

Chairman Jim Spellman authorized by a unanimous decision of the Police Commission members to secure legal counsel to represent the Police Commission in pending litigation.

ADJOURNMENT: Commissioner Ed LeFever made a motion to adjourn at 7:12. p.m., seconded by Commissioner John Shaw, motion carried.

RESPECTFULLY SUBMITTED,



Commissioner Spellman
Chairman