

NEW HARTFORD POLICE COMMISSION
Monthly Meeting – January 23, 2008

MEMBERS PRESENT: Chairman, James Spellman; John Shaw, Kevin Copeland
MEMBERS ABSENT: Janet Hughes, Patrick Cardinale
OTHERS PRESENT: Chief Raymond Philo, Candidate Patrick Sacco

Meeting called to order by Chairman, James Spellman at 6:39 P.M.

ACO REPORT: Chief Philo distributed the Annual Report as well as the monthly report for December 2007. Discussion was held and it was agreed that the approval of the Annual Report would be in February when all Commissioners are in attendance. Commissioner Kevin Copeland made a motion to approve the December 2007 monthly report, seconded by Commissioner John Shaw, motion carried.

INTERVIEW:

Chief Philo introduced Patrick Sacco to the Commission; he is a candidate for the open position of Part-time Officer. Mr. Sacco is a resident of New Hartford and currently a part-time officer with the Frankfort Police Department.

Commissioner Shaw made a motion to recommend Patrick Sacco to the New Hartford Town Board for approval for the position of Part-Time Officer, seconded by Commissioner Kevin Copeland, motion carried.

Chairman Spellman requested that a letter be sent to the Public Safety Committee urging the Town Board to approve the appointment of Patrick Sacco.

APPROVAL OF MINUTES: Commissioner Copeland made a motion to approve the minutes of December 13, 2007, seconded by Commissioner Shaw, motion carried.

CHIEF'S REPORTS & COMMUNICATIONS:

NUISANCE ABATEMENT LAW: Chief Philo advised that the Town Board, Town Attorney, and Village Attorney are in the final stages for approval. It is hoped that the law will be approved by the Town at the February meeting.

CAR CAMERAS: Chief Philo advised that he is pursuing the funding for car cameras. This was not put in the budget for 2008 but he feels that it can be bonded for \$50,000. The new cameras would have the GPS signal in them, and are the most up to date cameras available. Chief Philo will be requesting the Town Board to approve this funding.

SOLVED CASES: The burglary at the Knights of Columbus on Champion Road has been solved through DNA samples taken at the location. The sample matched a male who was at Oneida County Jail on other charges. Officers interviewed him and he confessed to the burglary.

CHIEF'S REPORTS & COMMUNICATIONS:

CLINTON HOMICIDE: The case involving the death of Ed Bogan was brought to the NHPD by the person who committed the crime. The grandson came to New Hartford and turned himself in and confessed to the crime. Chief Philo advised that he had the District Attorney's office present at the interrogation and court appearance.

COURT SECURITY: The New Hartford Court is considering obtaining metal detectors. This requires a police officer to be present and handle the use of the metal detector.

COMMENDATIONS: Chief Philo shared letter of accommodations for Sergeant Robert Philo; Officer Edward Schmidt and Officer Gehringer. Their work to solve the case involving a Taxi Driver who was robbed and stabbed was exemplary. A letter will also be sent to Officer Fontaine, for solving the case of contractor's tools being stolen. His dedication and hard work over 6 months led to the conclusion of this case with an arrest.

BULLET PROOF VESTS: Chief Philo advised that in 2006/2007 all officers received a new bulletproof vest. The cost for these vests came to \$17,000.00, through a State and Federal Grant the department has now received monies to cover this expense.

COMMISSIONERS REPORTS:

Chairman Jim Spellman advised that a new Chairman of the Police Commission should be elected at this meeting. Because there is not a full board present it was decided that a Chairman would be appointed at the February meeting.

Monthly Meetings: Due to the fact that Town Board meetings have now been changed to the second and fourth Wednesday of each month it was decided that the Police Commission meeting be changed so that members could attend the Town Board meetings. Commissioner Shaw made a motion to change the regular monthly meeting of the Police Commission be changed in the Bi-Laws to read the third Wednesday of each month, seconded by Commissioner Copeland, motion carried. Commissioner Spellman requested that a letter be sent to the Public Safety Committee, advising of the change of dates for the Police Commission meetings for the remainder of 2008.

NEXT MEETING; FEBRUARY 20, 2008

ADJOURNMENT: Commissioner Shaw made a motion to adjourn at 8:30p.m. seconded by Commissioner Copeland, motion carried.

Respectfully submitted,

Barbara Couture, Secretary

Barbara Couture

NEW HARTFORD POLICE COMMISSION
MONTHLY MEETING - FEBRUARY 20, 2008

MEMBERS PRESENT: Commissioners Jim Spellman, John Shaw, Patrick Cardinale,
and Kevin Copeland

MEMBERS ABSENT: Commissioner Janet Hughes, due to schedule change

OTHERS PRESENT: Chief Raymond Philo, Councilman David Reynolds

Meeting called to order at 6:35 P.M. by Commissioner Jim Spellman

ACO REPORT:

Members of the Commission reviewed the monthly report. Chief Philo advised that the vehicle used by the Animal Control Officer has 70,000 miles on it. There will be a request for replacement in the 2009 Budget. A re-evaluation will be made this fall.

CHIEF'S REPORTS & COMMUNICATIONS:

Citizens Committee:

The Committee has foiled records of the Chief's old car which was replaced last summer. The vehicle is still at the Police Station, the power steering is gone and there is only Comprehensive insurance on it.

Motorcycle Donation:

The Department has received as a donation a 2008 Harley Davidson Motorcycle. This vehicle was donated by Dr's Michael and Margaret Kowalski. This vehicle is ready to go out on the road, all expenses have been paid by the Kowalski family and will be used for traffic safety. It has been added to the Town Insurance plan.

Chief Philo will take this donation to the Town Board for their approval. In 1998 a policy was adopted to have all donations be brought to the Town Board for their approval.

Nuisance Abatement Law:

The Nuisance Abatement Law was adopted at the last Town Board meeting. Chief Philo thanked Commission members for attending the meeting in support of this new law. Chief Philo will attend the Village Board meeting to request that they adopt this law.

Purchase Order Policy and Manual:

The Town has requested Frank Basile's office to re-write the Town's Purchasing Manual. Every Department in the Town will be interviewed for this updating process.

February 20, 2008

COMMISSION REPORTS:

Appointment of a Chairman:

Commissioner Copeland made a motion to appoint Commissioner John Shaw as the Chairman of the New Hartford Municipal Police Commission, seconded by Commissioner Cardinale, motion carried.

NEXT MEETING: March 19, 2008

ADJOURNMENT:

Commissioner Cardinale made a motion to adjourn at 7:46 p.m., seconded by Commissioner Shaw, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture, Secretary

POLICE COMMISSION MONTHLY MEETING

March 19, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

OTHERS PRESENT: Chief Raymond Philo, Councilman David Reynolds
Commissioner Shaw called the meeting to order at 6:30p.m.

ACO REPORT: Commissioner Hughes made a motion to approve the monthly report, seconded by Commissioner Copeland, motion carried. Commissioner Spellman acknowledged that the Animal Control Officer is covering the Town and Village. Commissioner Copeland advised that the monthly report is excellent.

APPROVAL OF MINUTES: Commissioner Hughes made a motion to approve the minutes of February 20, 2008, seconded by Commissioner Copeland, motion carried.

CHIEF'S REPORTS & COMMUNICATIONS:

MOTORCYCLE: Chief Philo advised that the motorcycle that was donated is on a two-year lease. The vehicle is ready for use.

NYS AUDIT: The State auditor visited the Police Department today in regards to the "Member Grants". They were there to see if all of the equipment purchased through grants was in use and a record of such equipment.

NUISANCE ABATEMENT LAW: The Town Board approved the Nuisance Abatement Law on March 15, 2008. The Village Board will meet on the second Monday in April and it is on their agenda for approval. A Public Hearing has to be held in the near future. The officers will be having in service training session regarding the new law.

SPECIAL CASES: A drug raid was implemented at 14 Graham Ave. The police department has closed down wild parties there and the owner of the house has evicted the tenants. This is a clear case of the absentee landlord working with the police department in response to the Nuisance Abatement Law.

The violence at Denny's in Rome when two people were stabbed to death and two hurt, the NHPD helped the Rome PD arrest one of the men involved at Macy's in Sangertown Mall.

A Robbery at "Tuesday Morning" in New Hartford Shopping Center on March 15, 2008 resulted in an immediate arrest .

Domestic Disputes are on the rise. There have been several car breakins over the past few days taking money and credit cards. All vehicles were unlocked.

CHIEF'S REPORTS & COMMUNICATIONS:

911 Issues: Oneida County Executive has announced that he will be looking at the consolidation of the three 911 Centers. This would mean moving Utica and New Hartford 911 calls to the County 911 Center. Chief Philo advised that 8.2% of the calls to the Dispatch Center are not 911 calls. New Hartford does not want to consolidate at this time.

Donation Policy: The process of donating to the Town of New Hartford government agency will be reviewed the Town Board. The Town Board has approved the donation of the motorcycle.

NEXT MEETING: APRIL 29, 2008 (Tuesday)

ADJOURNMENT: Commissioner Hughes made a motion to adjourn at 7:24p.m., seconded by Commissioner Cardinale, motion carried.

Respectfully submitted,



Barbara Couture

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MAY 29 2008

TOWN OF NEW HARTFORD
TOWN CLERK

POLICE COMMISSION MONTHLY MEETING

April 29, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

Chief Philo was not in attendance due to a conference out of town.

Meeting called to order by Commission Shaw at 6:30 p.m.

ACO REPORT: Commissioner Copeland made a motion to approve the monthly report, seconded by Commissioner Cardinale, motion carried.

APPROVAL OF MINUTES: Commissioner Hughes made a motion to approve the minutes of March 19, 2008, seconded by Commissioner Cardinale, motion carried.

ALARM REPORT: The Commissioner discussed the monthly Alarm Report. It was agreed that certain locations have numerous alarms therefore letters should be sent and request that the alarm system be checked by the alarm company.

NEXT MEETING: MAY 21, 2008

ADJOURNMENT: Commissioner Hughes made a motion to adjourn at 7:21.p.m., seconded by Commissioner Cardinale, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

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TOWN OF NEW HARTFORD
TOWN CLERK

POLICE COMMISSION MONTHLY MEETING

May 28, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

OTHERS PRESENT: Councilman David Reynolds, Councilman Richard Woodland

Commissioner Shaw called the meeting to order at 6:35p.m.

ACO REPORT: Commissioner Hughes made a motion to approve the monthly report, seconded by Commissioner Cardinale, motion carried.

APPROVAL OF MINUTES: Commissioner Cardinale made a motion to approve the minutes of April 29, 2008, seconded by Commissioner Hughes, motion carried.

CHIEF'S REPORTS & COMMUNICATIONS:

ALARM REPORT:

Jeff Madden, Supervisor of the Dispatch Center submitted an Alarm Report to the Commissioners. Open discussion was held.

WARRANT REPORT:

Chief Philo advised that the execution of warrants has been very successful since Officer Steve Laymon has handled the warrants. As of 4/4/08 102 Warrants have been executed.

MOTORCYCLE:

The donated motorcycle has been in use now for over a month. It was used the Memorial Day parade and a funeral.

VIDEO SYSTEM:

A grant in the amount of approximately \$50,000 will be used for two cameras in the station so that all arrests and interviews can be taped.

TRAFFIC SAFETY GRANT:

The Traffic Safety grant was increased this year and the officers are out on the road issuing tickets.

CHILD PASSENGER SAFETY SEAT:

This program has received a grant in the amount of \$2800 to be used to educate and help the public on how to install the children's safety seats. Officers Matt Seca and Shane Yoxall have received training. Safety seats are given out to families that ca not afford to purchase them.

BOCES:

The School Officer contract has been approved to work at BOCES for the 2008/21009 school year.

DCJS:

The Division of Criminal Justice Services will be eliminating the DARE program the end of this year. There will be no funding for the program in the future. New Hartford Police Department did not have a DARE officer, but elected to have School Resource Officers instead. The School Resource Officers have proven to be a real asset to the school systems in the Town and Village of New Hartford.

CPTED:

The Police and Highway buildings have been evaluated by CPTED and the report has been submitted to the Town Board.

There were many recommendations regarding the Court building.

NEXT MEETING: June 25, 2008

Note that this is the 4th Wednesday of the month.

ADJOURNMENT: Commissioner Cardinale made a motion to adjourn at 7:50p.m, seconded by Commissioner Copeland, motion carried.

Respectfully submitted,

Barbara Couture

POLICE COMMISSION MONTHLY MEETING

June 25, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

OTHERS PRESENT: Chief Raymond Philo, Councilman David Reynolds
Commissioner Shaw called the meeting to order at 6:30p.m.

ACO REPORT: Commissioner Hughes made a motion to approve the monthly report, seconded by Commissioner Spellman, motion carried. Commissioner Spellman asked if the position of Animal Control could have an appointment of an Assistant ACO full-time. Chief Philo advised that the full-time position is not open and is still in the hands of Workmen's Compensation.

APPROVAL OF MINUTES: Commissioner Copeland made a motion to approve the minutes of May 28, 2008, seconded by Commissioner Hughes, motion carried.

CHIEF'S REPORTS & COMMUNICATIONS:

PARKING TICKETS:

Chief Philo advised that the Bike Patrol is now active for the summer. They will be issuing parking tickets and checking the Village for other issues. The parking tickets are issued and then sent to Court Office but many people do not pay the tickets. Handicapped tickets are \$85.00 and all other tickets are for \$25.00. This is revenue that could be collected by the Court.

BUILDING PLANS:

Architect Andrew Alesia is now looking at the building on Kellogg Road. The new plans will be available later this summer.
The Security Review of the Office of Court Administration has noted several deficiencies in the present court offices. These will be corrected in the plans for a new location for the Court offices.

NUISANCE ABATEMENT LAW:

Chief Philo advised that the Nuisance Abatement law in effect has been used at a residence on Irvin Ave. The Village Board has approved the law and there are locations in the village that will be looked at.
The Town Lawyer J. Green has been very helpful with the application of the Law.

ST. LUKES HOSPITAL:

The New Hartford Police now dedicate 26 hours of patrol duty at St. Luke's Hospital that is paid by the hospital. There have been several problems with domestic disputes, drug attics being disruptive and thefts. This service may increase in the future.

EXTRA PATROLS:

The New Hartford provides extra patrols for businesses in the Town and Village that request it. The owner of the business reimburses the department and one officer is dedicated to this patrol.

Cavallo's Rest and the Fun Zone have requested this service.

ACCREDITATION:

The Rules & Regulations Manual that each officer receives is being updated and rewritten in some areas. The Interns working at the Police Department over the past 2 years have been very helpful in getting this manual completed.

IDENTITY CASES:

Chief Philo advised that identity theft is on the rise in the area.

ARSON TASK FORCE:

The Inter-Municipal Agency has invited New Hartford Police to participate with Utica Police Department in the Arson Task Force. Chief Philo advised that he could not dedicate an officer to the Task Force at this time, but the department would help out when they can.

EXECUTIVE SESSION:

To discuss a legal issue.

Commissioner Cardinale made a motion to go into Executive Session at 7:35 p.m., seconded by Commissioner Hughes, motion carried.

Commissioner Copeland made a motion to come out of Executive Session at 8:15 p.m., seconded by Commissioner Spellman, motion carried.

COMMISSION REPORTS:

Commissioner Spellman requested that a notice be placed on the doors of residences and businesses that do not provide a person to respond to the alarm.

NEXT MEETING: JULY 16, 2008

ADJOURNMENT: Commissioner Cardinale made a motion to adjourn at 8:25 p.m., seconded by Commissioner Hughes, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture

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NEW HARTFORD
TOWN CLERK

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POLICE COMMISSION MONTHLY MEETING

July 16, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

OTHERS PRESENT: Chief Philo, Councilman Reynolds, Councilman Woodland

Meeting called to order by Commission Shaw at 6:30 p.m.

ACO REPORT: Chief Philo requested a meeting be held with the Town Public Safety Committee and the Town Supervisor to review and update information regarding the Workmen's Compensation claim of Shawn Morgan.

Chief Philo also recommended that a new vehicle for the ACO be put in the 2009 budget since there are 91,000 miles on the vehicle at this time.

Commissioner Spellman made a motion to approve the monthly report, seconded by Commissioner Cardinale, motion carried.

APPROVAL OF MINUTES: Commissioner Cardinale made a motion to approve the minutes of June 25, 2008, seconded by Commissioner Hughes, motion carried. Commissioner Spellman advised that any correction and changes be recorded in the monthly minutes.

CORRESPONDENCE: A thank you note was shared with the Commission members from the Sisters of St. Margaret's House on Jordan Road, thanking the officers who helped with finding their dog.

CHIEF'S REPORTS:

POLICE CAR: Chief Philo advised the Commission that one of the department vehicles was involved in a car/deer accident. Officer Dan Herman was driving and has an injury from the deployment of the air bag. This is not a serious injury.

NUISANCE ABATEMENT LAW:

The Village of New Hartford Board has adopted the Nuisance Abatement Law and has been assigned a Law number. There are two residences in the Village that are showing signs of a problem and therefore the Law will be enforced. Chief Philo advised that the Trailer Park at the end of Oxford Road has had problems and the owner has advised that the residents of this park have received notice that the park will no longer exist as a trailer park. The trailers will be removed and a development is in the works for this land.

BIKE PATROL:

The Bike Patrol is out and working every week.

CHIEF'S REPORTS:

ATV ACTIVITY:

There have been three arrests for illegal use of an ATV. The parents were notified and have responded to pick up the ATV's.

PIPPENWOOD AREA:

Chief Philo advised that there have been several incidents in the Phippenwood area of Criminal Mischief. Juvenile's have been throwing rocks at windows and tires have been punctured. The problem has been solved with the arrest of 14 years old juveniles.

GASOLINE PRICE:

The cost of gas since January 2007 has risen by 60%. The department has spent \$21,000 in the first 6 months of 2007 and this year \$35,000 for the same time frame. In the future it will be necessary to phase in 6 cylinder vehicles at a savings of 15% in gas prices.

POLICE BUILDING:

The architects have a draft of the proposed changes in the building at 32 Kellogg Road, utilizing the building entirely for the Police Department. This drawing was shown to the Police Commission members.

Councilman Reynolds advised that the Campion Road property is still for sale and the Town is interested in this property. Other renovations will take place at the Highway Building and at Butler Hall.

WARRANT REPORT:

The Warrant Officers will be to be funded by the Impact Grant for the coming year. The Officers is working with the Inter-municipal agency and has been able to execute warrants from 1996 with success.

EXECUTIVE SESSION:

Commissioner Cardinale made a motion to go into Executive Session at 7:15 p.m. to discuss a personnel matter, the Homicide Case and a resident complaint, seconded by Commissioner Hughes, motion carried.

Commissioner Copeland had to leave the meeting at 7:30 p.m.

Commissioner Hughes made a motion to come out of Executive Session at 7:32p.m., seconded by Commissioner Cardinale, motion carried.

NEXT MEETING: AUGUST 20, 2008

ADJOURNMENT: Commissioner Hughes made a motion to adjourn at 7:34.p.m., seconded by Commissioner Cardinale, motion carried.

Respectfully submitted,

Barbara Couture



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TOWN OF NEW HARTFORD
TOWN CLERK

POLICE COMMISSION MONTHLY MEETING

August 20, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

OTHERS PRESENT: Chief Philo, Councilman Reynolds, and Councilman Woodland

Meeting called to order by Commission Shaw at 6:30 p.m.

ACO REPORT: Chief Philo advised that the Animal Control vehicle has 91,000 miles on the truck and due to the fuel costs he has reduced the number of miles that the Animal Control Officer travels. The vehicle is a V8 and therefore uses more gas. A new vehicle will be requested in the 2009 budget and be a V-6 vehicle.

Commissioner Spellman made a motion to approve the monthly report, seconded by Commissioner Cardinale, motion carried.

APPROVAL OF MINUTES: Commissioner Copeland made a motion to approve the minutes of July 16, 2008 seconded by Commissioner Hughes, motion carried.

CHIEF'S REPORTS AND COMMUNICATIONS:

NEW CAR: Chief Philo advised that a new Dodge Charger is out front and has the new colors in striping on it. There is a 15% gas mileage savings. The new State bid also includes Dodge Durango SUV vehicles.

DISPATCH: Supervisor of Dispatch, Jeff Madden addressed the Commission regarding a recent meeting the county held discussing consolidation of the dispatch centers in the county. There has been no progress in finding a resolution to the consolidation of the Utica/NewHartford and Oneida County Dispatch Centers. The CAD systems are in New Hartford and Utica but not being used at the county dispatch center. The cost alone just to change these systems would be prohibitive. The New Hartford Dispatch Center would still be used because only the 911 calls would go to the County Dispatch Center. Commissioner Spellman suggested that the Chamber of Commerce hold a meeting and tour the New Hartford Dispatch Center in the spring. This would give the community an inside look at how important it is to have the dispatch center stay in New Hartford.

CAR CAMERAS: Chief Philo advised that there is a new camera on the market that would be used just like the shoulder microphones are used. The cameras cost \$500.00 each and fit on the microphone that the officers now use. A free demonstration will be held in the near future.

COUNTERFIET BILLS: A person has been arrested for drugs and the use of a \$50.00 counterfeit bill. The person is a heroin addict and tried to pass the counterfeit bill in a local store.

COURT SECURITY: A metal protector has been delivered to the New Hartford Court and will be placed in the front waiting room. Before it can be placed and used a policy has to be written and placed in the Rules & Regulations Manual for officers to have instruction on the use of the detector. A bailiff will have to be hired and trained to use this equipment also.

BOCES CONTRACT: The BOCES campus will now receive problem youths from the Lincoln Academy at the New Hartford Campus. The School Resource Officer now in place at BOCES will now be responsible for these problems students. BOCES now pays \$8,000 per year for a school resource officer. Negotiations for more police personnel will be forth coming.

BUILDING UPDATE: Councilman Reynolds advised that an offer has been made on the Campion Road property and accepted. The owner of the building will be responsible for all the construction on the inside of the building. The cost figures for the improvements of the present building on Kellogg Road have not yet been finalized.

NEXT MEETING: SEPTEMBER 17, 2008

ADJOURNMENT: Commissioner Hughes made a motion to adjourn at 7:45p.m., seconded by Commissioner Cardinale, motion carried.

Respectfully submitted,

Barbara Couture

Barbara Couture

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TOWN OF NEW HARTFORD
TOWN CLERK

POLICE COMMISSION MONTHLY MEETING

September 22, 2008

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, and Copeland.

OTHERS PRESENT: Chief Philo, Councilman Reynolds, and Councilman Woodland

Meeting called to order by Commission Shaw at 6:30 p.m.

ACO REPORT: Chief Philo advised that Barbara Aeillo, Personnel Director for the Town of New Hartford has requested the Town Board to authorize part-time animal control officer \Morasco be appointed as a temporary full-time Animal Control officer. This would give him full-time pay and benefits for this position.

Commissioner Copeland made a motion to approve the monthly report, seconded by Commissioner Cardinale, motion carried.

APPROVAL OF MINUTES: Commissioner Hughes made a motion to approve the minutes of August 20, 2008, seconded by Commissioner Cardinale, motion carried. Commissioner Spellman advised that any correction and changes be recorded in the monthly minutes.

CHIEF'S REPORTS:

COMMISSION BUDGET COMMITTEE: Chief Philo requested that the Commission appoint a representative to work on the budget with him and present it to the Town Board. Commission Shaw made a motion to appoint Kevin Copeland as the Commission Budget Representative, seconded by Commissioner Hughes, motion carried

BUDGET MEETING: Chief Philo attended a budget meeting where in they discussed the Police Budget with Accountant Basile, Carol Fairbrother and Councilman Christine Krupa. The Public Safety Committee members were not present as well as Supervisor Reed . Commissioner Spellman and Commissioner Copeland were in attendance.

The Commission has had a budget item in the amount of \$1,000 for the past year and will request the same in the 2009 Budget.

BOCES CONTRACT: Chief Philo advised that the budget item for School Resource Officer for the BOCES campus has been \$6,000 in the past. Due to the fact that the Lincoln School students will be moving to the campus on Middlesettlement Road the budget will be increased to \$30,000. With the addition of this type of school the School Resource Officers will be on call daily.

PHILO AWARD: Commissioner Spellman advised that it was time to give out the award for the Raymond L. Philo recipient. Chief Philo advised that he had a candidate. The Commission will award this in the near future.

TOWING ROTATION: Applications have been received for the towing of vehicles in the Town of New Hartford. One was received from a resident of New Hartford but the business of towing is established outside of the Town and Village of New Hartford and therefore will be denied.

NEXT MEETING: October 15, 2008

Adjournment: Commissioner Cardinale made a motion to adjourn at 7:42p.m., seconded by Commissioner Copeland, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

**POLICE COMMISSION MONTHLY MEETING
SPECIAL MEETING
October 14, 2008**

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale, Hughes, Copeland.

OTHERS PRESENT: Chief Raymond Philo, Councilwoman Christine Krupa and Judge William Virkler

Commissioner Shaw called the meeting to order at 6:00 p.m.

NEW BUILDING PROJECT:

Chief Raymond Philo called this special meeting to discuss the new building that the Town Board had been planning on purchasing in the future to house the Court offices and other offices for Town Departments on Campion Road.

The Building Committee chairman, Joseph Yagey advised Chief Philo that the project had been put on hold. Town Supervisor Earle Reed and Councilman David Reynolds made this decision, other Town Board members were not aware of this decision.

Chief Philo requested that the Police Commission send a Resolution to the Town Board advising them that the commission member are in support of the Town Board proceeding with the plans to purchase the property on Campion Road.

Judge William Virkler addressed the Commission members and Councilwoman Christine Krupa with the facts to support this resolution to continue the process of purchasing the property on Campion Road. Judge Virkler advised that codes are being violated every week that Court is held at the Kellogg Road facility. Also that the Police Department can not get accredited as long as the conditions of the Police Department exist as they are now.

Councilwoman Christine Krupa responded to the Commission that she would take all of the information given to her tonight to the Town Board. She was not aware of the decision cancel the project at this time.

Commissioner Copeland advised that the Liability factor alone at the Kellogg Road facility should be relayed to the Town Board members.

Chief Philo wants the commission members to advise the Town Board that the board will have to assume responsibility for any problems in the future (safety issues).

Commissioner Patrick Cardinale made a motion urging the Town Board

Seconded by Commissioner Janet Hughes, motion carried.

HOUSE OF GOOD SHEPHERD COMPLEX:

Chief Philo advised the Commission that the New York State Police have notified House of Good Shepherd that they will be providing any services to their complex in the future. Chief Philo has met with the Director of the House of Good Shepherd and advised them that the New Hartford Police will respond to their requests in the future. There have been many complaints of children running away and that issue was discussed with the Director. The State Police will not provide any services to agencies that have a Town Police Department.

BOCES COMPLEX:

The Town of New Hartford is negotiating a new contract with the BOCES complex in lieu of the fact that the expansion of another division of troubled children will be moved from the Utica site to BOCES on Middlesettlement Road. The contract will be in the amount of \$30,000. An officer in uniform will be provided to the school.

NEXT MEETING: November/December meeting will be set at a later date.

ADJOURNMENT: Commissioner Copeland made a motion to adjourn at 7:30p.m.
Seconded by Commissioner Spellman, motion carried.

Respectfully submitted,



Barbara Couture
Secretary

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TOWN OF NEW HARTFORD
TOWN CLERK


TOWN of NEW HARTFORD

OFFICE OF THE POLICE COMMISSION


32 KELLOGG ROAD, NEW HARTFORD, NEW YORK 13413
PHONE: 315-724-7111

A RESOLUTION


- WHEREAS:** The Police Commission of the Town Of New Hartford was established pursuant to local and state law to act as an oversight body for the New Hartford Police Department, and
- WHEREAS:** The Town Of New Hartford has recognized the overcrowded and unsafe conditions of it's Police and Courts Facility at 32 Kellogg Road, New Hartford. Further, the Town Board of the Town Of New Hartford has established a committee of knowledgeable persons to seek alternatives to the unsafe and overcrowded Police/Court facility, and
- WHEREAS:** A security audit performed in 2008 by the New York State Office of Court Administration has found serious security and safety violations at the Court facility at 32 Kellogg Road and articulated these concerns in a report issued to Town Officials. Further, it appears that the Town of New Hartford occupancy laws are being violated during Court hours, and
- WHEREAS:** The Citizen's Committee appointed by the Town Board to seek solutions to the overcrowded and unsafe conditions existing in Town offices has identified a building which appears suitable to mitigate over-crowding, and
- RESOLVED:** The Police Commission does respectfully urge the Town Board to seriously consider the building alternative identified by the established Committee, and make every effort to abate identified legal, safety and security issues now existing in the Police/Court Facility and other town offices.



John Shaw, Chairman



James Spellman, Commissioner



Janet Hughes, Commissioner



Patrick Cardinale, Commissioner



Kevin Copeland, Commissioner

POLICE COMMISSION MONTHLY MEETING

December 8, 2008

ORGANIZATIONAL MEETING

MEMBERS PRESENT: Commissioner Spellman, Shaw, Cardinale,
Hughes, Copeland

OTHERS PRESENT: Chief Philo, Councilman Reynolds, and Councilman Woodland

Meeting called to order by Commission Shaw at 6:30 p.m.

ACO REPORT: Chief Philo advised that the Animal Control Officer Shawn Morgan has received permanent disability status and there for can be replaced with a full-time Animal Control Officer with benefits.

Commissioner Hughes made a motion to approve the monthly report, seconded by Commissioner Cardinale, motion carried.

APPROVAL OF MINUTES: Commissioner Copeland made a motion to approve the minutes of September 22, 2008 and October 14, 2008 with the addition of Commissioners Spellman and Copeland names be added as attending the "Budget Meeting" September 22, 2008 meeting, seconded by Commissioner Cardinale, motion carried.

CHIEF'S REPORTS AND COMMUNICATIONS:

BOCES CAMPUS:

Investigator Edward Schmidt attended the meeting and gave a report on the additions to the BOCES campus for 2009 school year. The Campus will enlarge to house Special Education Center – Pine Field Day Treatment will have 4 classrooms and there will be 611 Classrooms with aides and teachers. These new additions bring many problems as the students attending the programs are all problem children. A uniformed officer will be on the campus from 8am to 11am from Mid October to the end of June. This is in addition to the Resource Officer who works on campus approximately 15 hours per week. The full-time officer will work 6 hours per day and BOCES will pay \$20,202.00 per year for this new position. The School Resource Officer will be reimbursed for \$9,172.00 or a Total reimbursement to the Town of \$29,374.00 for the school year. Already this year without the alternative schools on campus there have been 123 calls on the BOCES campus.

In order to provide the full-time officer at BOCES, Chief Philo will be asking the Town Board to replace the part-time position that is open when Richard Sherman retired and make this a full-time position. This request will be presented at the January Town Board Meeting. This full-time position will cover the BOCES needs.

SPECIAL MEETING:

Commissioner Spellman requested that the January Commission meeting be held at Butler Hall and have the Awards Ceremony at this time. The room downstairs will be reserved for this meeting.

RESOLUTION:

Chief Philo requested that the Commission send a resolution for the 33 years of service to the New Hartford Police Department by Richard Sherman. Commissioner Spellman made the motion and seconded by Commissioner Copeland, Commissioner Hughes, Commissioner Shaw and Commissioner Cardinale, motion carried.

CAMPION ROAD BUILDING:

The Town Board will be voting on the negotiations for the building on Campion Road at the January 10th meeting.

AUDITS:

The Police Department has had three audits during the last month: (1) New York State Department Agric and Markets for the Animal Control Office (2) Traffic Safety Grant (3) NYSPIN all audits passed.

RE-ORGANIZATION OF COMMISSION:

Chairman of the Commission was approved that Commissioner Shaw shall continue to be the chairman for 2009. Vice-Chairman will be Janet Hughes

REAPPOINTMENT OF COMMISSIONER:

A letter will be sent to the Town Board supporting the re-appointment of Commissioner Jim Spellman.

COMMISSION BADGES: Commissioner Spellman made a motion that (3) of the Commissioner's badges be upgraded, seconded by Commissioner Copeland, motion carried.

NEXT MEETING: JANUARY 21ST – AT BUTLER HALL

ADJOURNMENT: Commissioner Copeland made a motion to adjourn at 8:16p.m., seconded by Commissioner Spellman, motion carried.

Respectfully submitted,

Barbara Couture

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