



# SEYMOUR POLICE DEPARTMENT

11 Franklin Street  
Seymour, Connecticut 06483-2891

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**REGULAR MEETING  
BOARD OF POLICE COMMISSIONERS  
WEDNESDAY, SEPTEMBER 19, 2018 7:00 P.M.  
11 FRANKLIN STREET  
SEYMOUR POLICE DEPARTMENT**

**Members present:** Robert Koskelowski, William Paecht and David Bitso.  
(Frank Conroy and Lucy McConologue absent). Also in attendance: Chief Satkowski,  
Deputy Chief Prajer, Deputy Chief Rinaldi, Union President Officer Oczkowski, Officer Gallo,  
Detective Scharf, Sgt. Parratt, Officer T. Martin and Detective Matusovich.

1. **Meeting was called to order** at 7:00 p.m. by Chairman Koskelowski
2. **Pledge of allegiance:** was led by Commissioner Bitso
3. **Public Comment:** None.
4. **Approval of minutes of regular meeting on August 15, 2018:**  
William Paecht/David Bitso motion to accept the minutes. **Motion: 3:0**
5. **Commissioners Comments:** None.
6. **Old Business:**
  - 6a) **Patrol reports:** Board accepts the reports. Deputy Chief Prajer states the new officers are on the road, lock down drill were done at schools, DPW estimates the cost for the "Stop Ahead" signs would be \$ 9,108 to which DPW does not have that money in their budget, over 2000 cases for the month, officers and supervisors are doing an excellent job increasing the proactivity with motor vehicle stops.

Chairman Koskelowski would like to have Chief Satkowski send a letter asking DPW to have them paint "STOP AHEAD" about 100 feet before each stop sign on the road.

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**Chairman Koskelowski** would like to know what the procedure is for reviewing reports, are the officers not trained anymore to write reports without so many discrepancies? are reports being held up?

**Deputy Chief Prajer** states that once the report is finished by the officer it is reviewed by the supervisor, then by both Deputy Chiefs and Chief Satkowski skims over the major reports. There have been meetings with the supervisors to improve the report writing to decrease the discrepancies.

**Deputy Chief Rinaldi** states that we are trying to get the officers to improve their reports and hoping that the issues don't occur anymore.

**6b) Detective report:** Board accepts the report. Deputy Chief Rinaldi states there have been some larcenies, car break ins and shoplifting last month and the two new recruits have passed their agility test.

**6c) K-9 reports:** Board accepts the reports. Need to open a K-9 bank account for donations and keep that account a separate line item.

**6d) Car Report:** Board accepts the report. Three new cars are in shipment which will replace cars 5,6 and 7 and car 3 has been totaled by the insurance company.

**7. New Business:** Chief Satkowski states next week starting the process to try and get more potential patrol candidates for the December police academy. As of right now we are down five officers with one coming back to work next month.

**Limit on Purchase Orders**

Chairman Koskelowski states the Board is legally responsible for the budget of the police department, therefore, he would like to set a limit on discretionary spending on purchase orders. He would like to limit the discretionary spending for items such as supplies and equipment not to exceed to \$ 5,000.

David Bitso/William Paecht motion to limit the discretionary spending to \$ 5,000 by the Chief without coming before the Board. **Motion: 3:0**

**Change in duty manual policy concerning training**

Page 65 of the Duty Manuel-Service Training-Chairman Koskelowski states the Board is in charge of all personnel. He would like the Chief to come before the Board to inform the Board of any personnel going out of state for mandated training so the Board can approve.

David Bitso/William Paecht motion that no officer, who does not have to go to mandated training, be sent out of state for training without the Board's approval. **Motion: 3:0**

- 8. Management Report:** Chief Satkowski states the Pumpkin Fest, Seymour Pink Race and Smoke in the Valley are all upcoming events and he would also like the Board to make a motion to transfer \$ 10,000 from line item 110 to line item 112.

William Paecht/David Bitso motion to place transfer of monies on the agenda. **Motion: 3:0**

William Paecht/David Bitso motion to transfer \$ 10,000 from line item 110 to 112.  
**Motion: 3:0**

- 9. Correspondence:** None.

- 10. Other Business:** None.

- 11. Commissioner Comments:**

**Chairman Koskelowski** would like to understand why the current shift bid is different from the old shift bid, wants to know if the Chief sat down with the Union on this bid, would like to hear both sides of the story on this bid and does not want a grievance, why did we change things when it's not necessary, need to keep an open mind

**Chief Satkowski** states the current shift bid meets all contractual obligations, this bid is the best way to not make overtime in the department, the current contract changed the way the bids are done, supervisors get first choice of days off, there will be no grievance as the contract obligations were met and the bid will always fluctuate, this is the best schedule for the town and the department to save money, there are many variables that cause overtime.

**Deputy Chief Prajer** states designing the bid is a process, we try to strategically place officers to limit the amount of overtime.

**Union President Officer Oczkowski** states the shift bid takes away days off from officers who have been on the force for fifteen years, the last bid the union did meet with administration and worked it out, the supervisors have never effected the officers days off, he is asking the Board to review and have a new bid put out.

**Commissioner Paecht** states that we need to support the team we put in charge, there were no days taken away from the officers, the bid meets all the requirements, did the union see the Chief about their concerns, the Board is not here to write schedules and suggests the union meet with the administration and come up with a solution as this is not the place to do it, meet tomorrow-be open minded-whatever happened here tonight needs to be forgotten about.

**Commissioner Bitso** what is the reason for changing from old to new and if the answer is because of overtime then that's fair but needs to be shown how it will save overtime.

Chairman Koskelowski would like to encourage any officer who is thinking of leaving or retiring to please put the thought on hold until we have enough time to fill our shifts and get a handle on more personnel on the road. as we are going to be making three promotions in the near future.

**12. Union Business:** None.

**13. Public Comment:** None

**14. ADJOURNMENT:** William Paecht/David Bitso motion to adjourn the meeting at 8:23 p.m. **Motion: 3:0**

Respectfully submitted,



Caroline Spaulding  
Recording Secretary