

**MINUTES-REGULAR MEETING  
BOARD OF POLICE COMMISSIONERS  
THURSDAY, JUNE 13, 2013 7:00 P.M.  
11 FRANKLIN STREET  
SEYMOUR POLICE DEPARTMENT**

**Members Present:** Lucy McConologue, John Popik, Steve Chucta, Frank Conroy, and James Simpson (7:05 p.m.)

**Also In Attendance:** Chief Michael Metzler, Lt. Paul Satkowski, Detective Sgt. Joseph DeNigris, Sgt. Roberto Rinaldi, Officer Thomas Scharf, Officer Todd Romagna, Sgt. Dave Parratt, and Officer Joseph Matusovich.

1. **Meeting was called to order** at 7:00 p.m. by Chairwoman Lucy McConologue.
2. **Pledge of Allegiance:** was led by Commissioner Stephen Chucta.
3. **Public Comment:** None
4. **Approval of Minutes of Regular Meeting on May 9, 2013**  
Steve Chucta/Frank Conroy motion to accept the minutes  
**Motion: 5-0**

**Approval of Minutes of Special Meeting on May 15, 2013**  
Frank Conroy/Steve Chucta motion to accept the minutes  
**Motion: 5-0**

**Approval of Minutes of Special Meeting on May 17, 2013**  
Steve Chucta/Frank Conroy motion to accept the minutes  
**Motion: 4-1** (John Popik abstain)

5. **Commissioner's Comments:** Chairwoman Lucy McConologue stated that there must be a timing issue with the traffic light on Rte. 67 just before Washington Avenue which causes heavy traffic in the morning.
6. **Old Business:**
  - 6a. Report from Patrol Division – Board accepted report as handed out by Lt. Satkowski with explanations.
  - 6b. Report from Detective Division – Board accepted report as handed out by Detective Sgt. Joseph DeNigris with explanations.
  - 6c. Report from K-9 – Board accepted report as handed out.

## Board of Police Commissioners Minutes – June 13, 2013

Page 2

6d. Report Regarding Vehicle Maintenance – Board accepted report as handed out with explanations regarding damage to police vehicle and Officer Romagna's vehicle.

Update of Duty Manual – Chapter 11 of the Duty Manual was handed out. Chief Metzler stated this should be completed by the end of August.

Union Grievance 2013-2– Was withdrawn.

### 7. New Business:

Discussions took place regarding overtime and promoting a detective or possibly two detectives. Chief Metzler recommended to conduct interviews and make a selection in fairness to Officers that took the detective test.

**Motion:** to set interviews for the detective position on July 11, 2013 at 6:00 p.m.  
Steve Chucta/John Popik to accept motion

**Motion: 5-0**

Budget Transfers – Chief Metzler recommended the following transfers be made:

\$200.00 from line item 580 to line item 125 (Board Secretary)

\$20,000.00 from line item 110 into line item 130 (Overtime)

\$56,000.00 from line item 110 into line item 745 (Machinery and Equipment – Cars)

Total amount requested is \$76,200.00.

**Approve transfer in the amount of \$76,000.00**

Steve Chucta/John Popik to approve transfer

**Motion: 5-0**

### 8. Management Report:

Chief Metzler stated that we are looking at a building to store emergency vehicles and to secure impound vehicles. Chief discussed the budget – overtime is high, BOPC line item is in the negative due to the number of meetings held. He also stated that we saved on heating oil and gas this year, and we closed out the budget for the income which ended in a plus of approximately \$5,500.00. Quarterly report was handed out by Chief Metzler

**9. Correspondence:**

Letter from Bircham and Moses regarding a grievance filed by Detective Sgt. Joe Denigris, a thank you letter from Charlie Sherwood regarding Lt. Satkowski filling in on an oral board, a thank you letter from a woman who lives on Knorr Avenue thanking police department for their professionalism, and a letter thanking officers who donated their time after the Sandyhook shooting in Newtown.

**10. Other Business:**

Chief Metzler stated that the recording room upstairs is moving forward, the license plate reader should be in soon, and the SRO Grant through Department of Justice has been sent.

The Chief discussed the updated budget for FY 2013-2014 and the administrative fees, pistol permits, parking stickers, and parking tickets.

**11. Executive Session: Employee Performance Appraisal**

John Popik/Steve Chucta - motion to go into executive session at 7:55 p.m. for the purpose of employee performance appraisal. In attendance: The Board and Chief Metzler.

**Motion: 5:0**

John Popik/Steve Chucta – motion to come out of executive session at 8:07 p.m. No votes or motion taken.

**Motion: 5:0**

**12. ADJOURNMENT:**

John Popik/Steve Chucta motion to adjourn the meeting at 8:10 p.m.

**Motion: 5:0**

Respectfully submitted,



Nadia Staffieri  
Acting Recording Secretary