

2023 Independent Police Department Study Report

Prepared by: The Police Services Study Committee

Completed on: June 13, 2023

Organization: The Police Services Study Committee was organized based on a resolution made at the Board of Selectmen's November 17, 2022 meeting. Please see Appendix E attached.

Committee Members: Justin Bette, Selectman
Jason Buchsbaum, Selectman
Dan Colton, Fiscal Director
Jack Kelly, Board of Finance
John Michaels, Board of Finance
Jon Norris, Town Resident
Sergeant Chris Grillo, Southbury Police (advisory; non-voting)
Colin McAllister, Chief of Police, Naugatuck (advisory; non-voting)

Methodology: The committee engaged in the following Fact Finding:

1. The office of the First Selectman retained an architect, a recognized expert in Police Facilities, to review the existing facilities.
2. Toured the police facility with the architect and received his written report.
3. Identified and interviewed CEO's and Chiefs of Police in the four towns which converted from a Resident Trooper Program to an Independent Police Force in the last twenty years. This was done to examine costs and organizational structure before and after transitioning to an independent police force.
4. Identified five towns similar to Southbury to examine their police department costs and structures.
5. Interviewed the Chair and Executive Director of the Connecticut Police Chiefs Association (CPCA), as well as a former Southbury Resident State Trooper.

Findings: Based on the referenced work we find the following:

Physical Facilities (Appendix A):

1. The architect's report finds the existing facility without modification meets all current standards required of an independent force.
2. Facilities are adequate for all evidence retention and handling.
3. The architect recommended the same best practice facility modifications for both organizational structures (resident trooper or independent) regardless of which one is ultimately chosen.

Operations:

1. The Resident State Trooper, who now has operational responsibilities of Police Chief (by charter the First Selectman is the Chief), would be replaced with a hired chief who has his own vehicle.
2. Command structures within an independent police force have a second in command non-union exempt officer. This individual would not necessarily be a new hire.

3. The chief is generally hired on a multiyear contract, usually renewed 6-12 months before expiration.
4. Towns handle independent police force oversight differently. For example, each of the four municipalities interviewed had a different oversight structure:
 - a. Reports to the Mayor who has daily oversight of the Chief of Police.
 - b. Chief reports directly to Board of Selectmen.
 - c. Police Commission who has oversight of the Police Chief.
5. The Chief joins the CPCA to establish a peer network and possibly other organizations.
6. Special services, such as Accident Reconstruction, K9, Bomb Squad, SWAT, etc., are still available from the State upon request but are usually covered by inclusion of town officers in Regional Mutual Aid teams with insignificant incremental (budget out of pocket) cost.
7. No changes are required in our communications systems, but operationally officers will no longer be required to switch radios/channels to communicate with Troop A, eliminating redundancy in operations.
8. Increased ticket revenue is minimal.
9. Prisoner retention and security becomes the responsibility of the town. The annual cost for holding prisoners would be insignificant at approximately \$10,000. See economic summary.
10. The recent Police Accountability Act has many requirements all of which are town responsibilities with no difference whether independent or State.
11. Southbury Dispatch is a model for other towns, no changes needed.
12. There is no need for added facilities for vehicle evidence impounds. Some police departments use impound tow services while others use their own impound lot.
13. For a smooth transition, a Chief is usually added 1-3 months before the conversion date. 30-day notice is required to drop the Resident State Trooper program.
14. The responsibility for retrieving and redacting Freedom of Information Requests concerning police department records, including body cameras, has been and will continue to be the town's responsibility. The Southbury Police Department receives about 25 Freedom of Information requests annually.
15. Production of police reports will be done by the town, which should be faster than waiting for the State.
16. Adjustment to the Department's Administration and Operations Manual can be done easily.
17. The police department's current police safety software, Nexgen, is an all-encompassing software that handles report management, computer aided dispatch, evidence inventory, and administrative functions and meets current needs.
18. There will be no change in insurance cost by going independent.

Cost Difference Summary Appendix B:

1. One time conversion Costs: \$48,917
2. Annual Operation Costs: \$37,233
3. Additional Operating costs Total as % of Police budget: 1%

Data Highlights (Appendix C):

1. Staff wages and overtime 86% to 95% (average 90% which is Southbury's cost) of Budget in both groups. Control staff levels, control budget
2. A comparison of the budgets of four independent departments over the three years following their formation revealed no significant increases.
3. Southbury's police cost as a percent of budget is in the range of comparable towns.
4. Cost creep is real. A solution the committee discovered in Ledyard is to implement an ordinance capping the number of officers.
5. Officers per 1,000 population: average 1.7 for the four towns interviewed, 2.0 for similar towns, 1.3 for Southbury.
6. The police budget related to the number of town road miles and Town grand list shows no correlation.
7. All communities show 2-3 nonunion Command officers such as Chief, Deputy, Major, Captain, and/or Lieutenant.

Notes:

The town's existing police facilities meet all current requirements, and no significant physical changes are anticipated. The architect's recommended modifications apply regardless of whether the town stays with the Resident State Trooper program or converts to an Independent Police Force.

The town's police personnel currently make all schedules and assess the town's policing needs with little input from the resident trooper, so a conversion to an independent department will result in no significant operational changes.

The operational cost of an independent department should not be significantly different from that of a department organized under the State Resident Trooper Program. The committee noted that personnel costs account for approximately ninety percent of any department's budget.

A longtime objection to leaving the resident trooper program has been the suspicion that any independent department would naturally grow beyond its true needs. The Committee noted Ledyard's ordinance cap on the number of sworn officers. Even the more skeptical members of the committee found this to be an effective device to prevent unnecessary expansion of an independent police department. Adopting such an ordinance would effectively ensure that the hierarchy of an independent department (Chief, second in command, a detective, three or four sergeants and patrol officers) would remain relatively consistent.

A shift to an independent police department would increase promotional opportunities and professional development (such as accident reconstruction team, emergency services, dive team, K-9, etc.)

The towns interviewed reported an improvement in local control.

The Committee identified one Resident Trooper town that had examined and rejected the creation of an independent department - Mansfield. Mansfield is similar in size to Southbury but is host to the University of Connecticut. Their 2018 proposal for an independent department included a continued reliance on the UCONN police dispatchers and a reliance on UCONN that the town leaders did not feel

was workable. Mansfield decided against forming an independent department, but its experience is neither representative nor instructive to Southbury's decision to go independent.

CGS. 7-433c. Benefits for policemen or firemen disabled or dead as a result of hypertension or heart disease. Officers in an independent department would be covered by the additional protections afforded by this statute. Genesky v. Town of E. Lyme, 275 Conn. 246, 881 A.2d 114 (2005)

The ultimate oversight of the Department will shift from the State of Connecticut to either the Board of Selectmen or a statutorily authorized and empowered Police Commission. The committee learned that, among the four newly formed departments, there were three models of police oversight.

1. The town could allow the First Selectman to exercise all authority over the department.
2. The town could allow the Board of Selectmen to exercise all authority over the department.
3. The town could create, by ordinance, a Police Commission which would have management and supervision authority over the police department. The Commission would have sole authority to appoint, promote, suspend, or remove any officer.

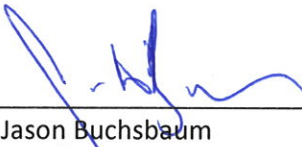
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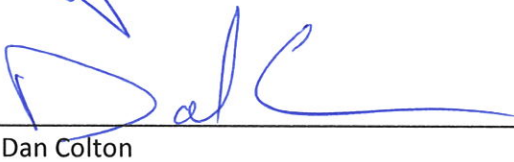
Completed on: June 13, 2023


Justin Bette


6/13/23
Date


Jason Buchsbaum


6-13-23
Date


Dan Colton

6-13-23
Date


Jack Kelly, Chairman

6.13.23
Date


John Michaels

6-13-23
Date


Jon Norris

6-13-23
Date

January 30, 2023

Mr. Daniel Colton, Finance Director
Town of Southbury
501 Main Street South
Southbury, CT 06488-2295

Re: Independent Review
Southbury Police Headquarters
Southbury, CT

Dear Mr. Colton,

At the request of the Town of Southbury, I visited the Southbury Police Headquarters, 421 Main Street South, on Wednesday, January 25, 2023, to determine if any physical conditions are required to achieve the Town's goal to provide an independent police force for the Town of Southbury. In addition to the Town's interest in providing an independent police force, the Town of Southbury was also requesting my opinion of the current building to provide a more efficient, safe, and functional headquarters for the Southbury Police Department now, and into the future.

Jacunski Humes Architects, LLC has over twenty-five (25) years of police facility design experience within Connecticut and Massachusetts that spans over ninety (90) public safety clients. As a Founding Partner of Jacunski Humes Architects, I have been involved with the planning, design, or construction of all the firm's public safety resume and have established a national reputation in Police Facility Design. I have also performed architectural design services for other communities within the State of Connecticut contemplating the transition from a Resident State Trooper form of oversight to an independent municipal police department.

The current Police Headquarters, located at 421 Main Street, Southbury, is a two-story structure that was most recently renovated in 2008 to provide for the needs of the Southbury Police Department. The current staffing levels within the department are reported as 24 sworn / 2 clerical / 5 full-time dispatchers / 2 part-time dispatchers. The 2020 census for the Town of Southbury reported a total population of 19,879 across a total land area of 40.1 square miles (39.0 sq. miles of land). Historically, Southbury has shown consistent population increases since 1950 when the town reported a population of 3,828. In 1980, the town population increased to 14,156, an 80.3% increase from 1970's reported population at 7,852. The Connecticut Data Collaborative predicts a declining population for Southbury over the next twenty (20) years (2023 @ 18,957; 2040 @ 18,760) source: ctdata.org.

Mr. Daniel Colton

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January 30, 2023

Towns that border Southbury are Middlebury to the northeast, Oxford to the east and southeast, Newtown to the southwest, Bridgewater to the west, and Roxbury and Woodbury to the north.

The Southbury Police Department reported the following total call volumes from 2013 through 2022:

<u>YEAR</u>	<u>CALLS FOR SERVICE</u>
2013	11,048
2014	9,213
2015	8,356
2016	8,044
2017	11,750
2018	14,744
2019	13,729
2020	15,331
2021	11,307
2022	11,726

The current headquarters facility provides services for public interactions, central dispatching, record keeping and record retention, administrative offices, patrol functions, officer locker rooms, armory, interview, prisoner handling / processing, evidence processing / handling / storage, forensics. The building's mechanical and electrical systems appear to be unchanged from the 2008 renovation project.

The location provides accessible parking areas and an accessible path of travel to the main public entry. The building exterior is masonry with painted wood trim and pitched asphalt shingle roof that all appear to be in good condition.

Parking areas are convenient to the building for public, staff, and fleet vehicles. Parking areas included lighting and surveillance cameras. A fence enclosed emergency generator is pad mounted away from the building and provides for 100% load transfer of the facility during power outages. No on-site refueling was evident for use by fleet vehicles.

The lower level of the facility contains three (3) detention cells within two (2) separate containment areas to provide sight / sound separation between containment areas. A discussion with Sergeant Christopher Grillo, Southbury Police Department, revealed that the police facility is not currently utilized for prisoner detention or for the storage of sensitive evidentiary materials such as narcotics / firearms / money. If the Town of Southbury were to elect to initiate an independent police force, the department would need to determine a procedural solution to provide these functions in-house, or through a reciprocal agreement with a neighboring department(s).

Based upon my visual observations of the current facility, review of floor plans, and comparisons with police facilities of similar population, call volume, and staffing levels; I do not anticipate that the Town of Southbury would be required to initiate any improvements to the current Southbury Police Department for reasons of becoming an independent police force.

It is further understood that becoming an independent police force would bring with it a shift to the administrative duties that the department currently has provided through the Connecticut State Police. That shift would typically be to supply a new Chief of Police and Second-in-Command (i.e. Deputy Chief, Captain, or Lieutenant) to supervise the rank of sergeant and patrol officers. In my opinion, the current facility provides the area necessary to accommodate these new ranks with only minor reallocation of existing spaces.

The current detention cells were compliant with the CT State Building Code at the time of their installation in 2008 and they can continue to be utilized since the building has not undertaken any major renovations since that date of occupancy. While the current detention cells meet minimum code requirements, it is my recommendation that all three (3) undergo renovations to conform with "best practice" incorporating the latest advancements in suicide prevention and safety. I do not anticipate that the Town of Southbury would require any additional detention cells to be provided in addition to the three (3) that exist. Some examples of the latest advancements in detention cell construction would include "solid front" cell doors, elimination of floor drains within the cell area, new cell bunks with solid fronts, mechanical supply air and 100% exhaust air to each cell for air quality, two-way audio communications, and proper surveillance cameras within each cell. Within the last five (5) years, this office has undertaken similar upgrades to outdated detention cells for Berlin PD, Orange Department of Police Services, Trumbull PD, Meriden PD, and Plainfield PD. These improvements were all undertaken for reasons of safety and not code compliance. My recommendations for detention cell improvements are not code related and are also not related to the Town's proposed conversion to an independent police force.

An alternative approach to detaining prisoners in-house would be to establish a reciprocal agreement with a neighboring police department for the use of their facility for this purpose. While I am familiar with this arrangement being utilized on a temporary, or emergency, basis; these arrangements usually stipulate that all prisoners remain the custody of the local municipality which includes the continued supervision, care, and feeding of any prisoners while off-site.

While the statements above represent my observations related to the Southbury Police Headquarters accommodating an independent police force, there are some additional observations made during my site visit that would, in my opinion, increase the overall building's safety and efficiency for continued use as a police headquarters. These improvements also support the department's compliance with the Police Accountability Bill that was recently established within the State of Connecticut. These are further outlined as follows:

Patrol Locker Rooms: It was observed that the current Male and Female Locker Rooms did not provide “like accommodations” for each sex. In addition, the locker rooms were not provided with the latest advancements in wardrobe locker storage for police facilities. An interior renovation to the Male and Female Locker Rooms should include double door wardrobe locker with internal firearms locker compartment, extended base drawer, electrical recharging within the locker compartment, and positive airflow established within the locker compartment to facilitate drying (i.e. Tiffin Metal Products, Airflow Lockers, Tiffin, Ohio, or equal).

Public Lobby: The current circulation pattern for staff to access the Patrol Room / Detective Office / Forensics Room / Communications Equipment Room is to require staff to enter / exit the Public Lobby. This established pattern of circulation poses a safety risk to officers and public alike and should be altered. A proper solution would be to create a way for the public to access both the Records Office and Dispatchers while staff can remain within a restricted access area while performing their duties within the facility.

Sally Port / Prisoner Processing: The current Sally Port / Prisoner Processing area should provide a safe and efficient manner for detainees to be brought into the facility and to be further processed. This area also represents a high level of liability for the community if not constructed according to the latest advancements in policing. During my site visit, the Sally Port did not represent a “clean” environment free from obstructions and loose materials that could pose a threat to officers during the transport of detainees. A “long-range” card reader would provide a safer transition from Sally Port to Prisoner Processing for sworn officers. The Prisoner Processing area was more than adequate in the floor area, but did not incorporate the latest advancements in processing such as individual Booking Rooms, prisoner holding benches, pistol lockers at points of entry, etc.

Interview Rooms: The current facility maintains adequate Interview Rooms to meet the standards of state and national accreditation. All Interview Rooms are equipped with proper audio / video recording systems. What I found troubling was that all areas established for police interviewing had doors that swung into the rooms, as opposed to swinging outward from the rooms. This small detail may prove to be a large impediment if an officer was overtaken, and a hostage situation may ensue. It is recommended that any small room designated for use by both officers and public / detainees be provided with an out swinging door for the purposes of emergency response.

Evidence: State and national accreditation standards outline a procedural process for the handling, processing, and storage of any evidence to a crime. These materials come in all sorts of sizes, configurations, and weights that the department must accommodate in some fashion and be responsible for its chain of custody. It is recommended that the Southbury Police Department review their procedures and provide the physical space required to achieve the goals of accreditation pertaining to evidence.

Mr. Daniel Colton

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January 30, 2023

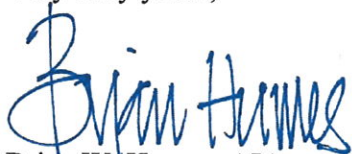
Parking: It is recommended that parking designated for staff / fleet vehicles be separated from areas designated for public parking. This separation increases the safety and security of all staff and better controls the equipment within each fleet vehicle. All parking areas should be equipped with proper lighting and surveillance. It is the current desire to provide sheltered parking for fleet vehicles to assist in summer cabin temperatures and winter driving conditions.

Gun Cleaning: It was observed that only designated personnel are provided with an area to perform firearms maintenance and gun cleaning. Firearms proficiency and the safe use of firearms is a goal of every municipal police department. To assist with that goal, the Southbury Police Department should designate a properly equipped and well-ventilated area for all sworn personnel to perform routine firearms maintenance and cleaning.

It is my recommendation that the observations noted above be addressed in a timely manner to provide best practices for the Southbury Police Department but are not related to the town's interest in providing an independent police force.

I trust that this satisfies your request for an independent review of your current Southbury Police Headquarters facility. If you have any questions, or need any additional information, please do not hesitate to contact me.

Very truly yours,



Brian W. Humes, AIA
Jacunski Humes Architects, LLC

PROJECTS.SOUTHURY.PDREVIEW.COLTON01

Appendix

B

Police study cost summary 2023

		<u>Setup</u> <u>One Time</u>	<u>Operational</u> <u>Annual</u>
Trooper to Chief		0	4,233
CPCA Others Dues		0	3,000
Prisoner retention	B 3 Yr Average	0	10,000
Legal Accountability Act Kit		2,000	0
Legal Conversion		5,000	
Sgt to Lt		0	20,000
2 Months crossover		36,917	
Total	C	48,917	37,233

Police budget 2022-23

Salaries and OT		2,275,985
Other Operating Costs		501,882
Sub Total/Budget		2,777,867
Benefits, Taxes, Insurance	40%	910,394
Vehicle replacement 2/yr		125,000
Total Police Dept Costs		3,813,261
Annual Increase as % of total		1.0%

Appendix

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	<u>Trooper</u>	<u>Chief</u>	
State 2022-23	197,267		
OT	20,000		
Salary		150,000	
Benefits Taxes		22,500	15%
Family Health		32,000	
Car Replacement		10,000	
Maintenance/Gas		5,000	
Phone		2,000	
Total	217,267	221,500	
Chief	<u>221,500</u>		
Difference	4,233		

Police & Dispatch

Summary

Police Base Budget	Recently Converted State to Independent				Long Term Independent				Average	
	2023 SBY	2023 REDDING	2023 LEDWARD	2023 MONTVILLE	2023 EAST LYME	2023 BROOKFIELD	2023 PLAINVILLE	2023 MONROE		2023 BETHEL
Total Town Budget (w/o OBC)	2,193,924	15,647,521	28,954,902	23,702,430	26,736,276	20,683,214	23,628,987	30,740,410	34,370,280	35,858,175
Police Budget % of	13%	12%	9%	12%	11%	21%	20%	16%	15%	17%
Grand Total	2,232,888,939	1,570,588,958	1,242,282,165	1,612,415,736	2,211,575,174	2,298,165,785	1,689,666,211	2,232,048,377	2,169,051,760	2,844,122,567
Police Budget % of	0.12%	0.12%	0.21%	0.18%	0.14%	0.19%	0.30%	0.22%	0.24%	0.23%
Population	19,800	8,235	15,316	18,478	18,849	17,428	17,445	18,825	20,337	28,628
Police Budget/Person	140.30	223	172	157	160	247	277	257	255	218
Fiscal Miles	141	111	134	243	139	120.43	85	155.05	100	129.33
Police Budget per road Mile	157,404	140,969	216,081	97,541	192,847	171,745	278,295	198,261	342,983	395,956
Salaries and OTC (worse and Not As % of total Police base budget	2,493,252	1,881,769	2,300,617	2,756,738	2,733,054	3,841,362	4,615,819	4,304,056	4,930,826	5,403,977
# Police/Support officers	90%	88%	87%	95%	90%	89%	95%	89%	94%	87%
Officers per 1000	25	16	30	29	28	32	39	41	41	49
	1.3	1.8	2.0	1.6	1.5	1.8	2.2	2.2	2.0	1.7

Details

Org.	Object	Name	197,267	137,983	131,087	240,238	135,000	367,740	127,894	139,277
10092	51001	SALARIES - DEPT HEAD	80,115	47,403	47,403	66,500	61,632	122,817	357,497	553,366
10092	51002	SALARIES-PART TIME OTH	24,000	129,521	362,250	400,000	265,798	240,198	53,586	80,077
10092	51006	SALARIES-POLICE OFFICE	1,262,620	1,414,265	1,799,877	2,050,000	2,164,516	3,110,607	3,442,288	4,910,826
10092	51009	RESIDENT TROOPER - ONE	6,131	30,000	41,900	7,500	29,100	3,987,743	62,833	23,430
10092	52001	EQUIPMENT MAINTENANCE	31,907	28,000	66,550	18,000	4,050	15,825	15,102	14,095
10092	53020	ARMORER	68,000	41,000	65,505	19,500	43,295	46,050	182,504	180,900
10092	55001	VEHICLES OPERATING EXP	54,556	2,500	65,005	16,650	61,319	105,427	182,504	16,000
10092	55010	OPERATING EXPENSES	3,000	2,500	18,700	500	1,957	2,800	2,800	29,200
10092	55018	PHOTO/LAB SUPPLIES	80,323	56,563	75,908	35,000	47,102	57,650	30,200	36,100
10092	55025	TRAINING	27,000	20,000	48,800	20,000	58,810	70,031	65,299	68,350
10092	55030	UNIFORMS	7,200	6,200	8,800	20,000	45,975	70,031	65,299	68,350
10092	55041	SPECIAL INVESTIGATIONS	1,500	1,500	1,500	1,300	1,300	1,300	1,300	1,300
10092	55042	CRIME PREVENTION PROJGR	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
10092	55043	DAIRY	9,800	4,050	11,500	22,000	13,048	29,855	142,633	5,246,589
		DEGREE INCENTIVE	4,050	11,500	11,500	22,000	13,048	29,855	142,633	5,246,589
		CONTRACT SERVICES	11,500	22,000	22,000	22,000	13,048	29,855	142,633	5,246,589
		Auxiliary Staff	2,727,869	1,944,773	2,662,830	2,990,188	3,025,209	4,311,595	4,820,771	4,830,589
		CONTRACTED SERVICES	2,727,869	1,944,773	2,662,830	2,990,188	3,025,209	4,311,595	4,820,771	4,830,589
		Total Base Budget	2,727,869	1,944,773	2,662,830	2,990,188	3,025,209	4,311,595	4,820,771	4,830,589

Dispatch

Org.	Object	Name	220,714	351,673	424,407	275,000	502,281	459,953	470,156	470,664
10091	51002	SALARIES-FULL TIME OTH	36,457	1,000	20,000	30,000	34,952	55,000	55,000	55,000
10091	51003	SALARIES-PART TIME	38,728	56,807	50,000	140,000	95,607	91,757	12,285	12,285
10091	51004	SALARIES - OVERTIME	67,012	12,000	39,053	4,500	2,500	1,000	1,000	1,000
10091	55001	VEHICLE MAINTENANCE	2,457	18,505	18,505	750	4,657	1,000	1,000	1,000
10091	55025	OPERATING EXPENSES	4,657	5,000	5,000	800	5,000	5,000	5,000	5,000
10091	55030	TRAINING	1,400	420,980	564,985	451,850	651,340	551,710	482,441	470,664
		Total	421,180	420,980	564,985	451,850	651,340	551,710	482,441	470,664

Emergency Management	Part Time	Contract Service - Everbridge	All Other Expenses	Total
15,000	7,000	2,000	24,000	150,658
15,000	7,000	2,000	24,000	150,658

Other

Animal Control	Replacement Vehicles
114,000	100,658
114,000	100,658

2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023
114,000	100,658	77,200	107,510	98,000	76,030	149,180	114,000	100,658	77,200	107,510

Contingency	3,313,048	2,289,753	3,308,473	3,429,238	3,676,549	(75,000)	4,938,771	5,389,040	5,396,168	6,713,682
All in cost										
Pension	647,000	935,000	15,647,521	28,954,902	23,702,430	26,736,276	20,688,214	23,629,987	30,740,410	35,858,175
Health Ins	22,193,924	14,939%	15,27%	11,44%	14,47%	13,75%	23,67%	20,90%	17,53%	18,72%
Total Town Budget (w/o BOS)										
% of Total Town Budget (w/o BOS)										

Staffing:

Chief	1	1	1	1	1	1	1	1	1	1
Major										
Deputy Chief										
Resident Trooper	1				1					1
Captain		1	1	1	1	1	1	1	1	1
Lieutenant			4	5	6	6	6	7	7	8
Sergeants	3	4	1	1	2	2	2	3	3	3
Corporal	1	1	13	2	2	2	2	5	3	6
Detectives	20	8	21	15	22	15	22	24	22	30
Patrol		1	8	2	2	2	4	4	4	4
Admin										
Subtotal Police/Support	25	0	16	30	29	28	0	32	39	41
Dispatch full Time	5	4	4	4	6	6	7	7	7	9
Dispatch Part Time	2	1	1	2	1	1	4	5	7	8
Animal Control Full PT										
Animal Control PT										
Crossing Guard										
Total	32	0	22	36	29	35	0	43	46	51

34 sworn officers

Police Study Committee - Appendix E

Board of Selectman Meeting on November 17, 2022

Selectman Kuehn moved, Selectman Bette seconded the following resolution: RESOLVED, that the Southbury Board of Selectmen hereby creates the Police Services Study Committee. The purpose of the creation of the Committee is to study the costs, logistics, facilities, and operational impacts associated with the current police structure in town and if the town were to alter the manner of provision of police service such as creation of an Independent Police Force. The Board of Selectmen hereby appoints the following members to serve on the Committee:

- Justin Bette, Selectman
- Jason Buchsbaum, Selectman
- Dan Colton, Fiscal Director
- Jack Kelly, Board of Finance
- John Michaels, Board of Finance
- Jon Norris, Town Resident
- Sergeant Chris Grillo, Southbury Police (advisory; non-voting)
- Colin McAllister, Chief of Police, Naugatuck (advisory; non-voting)

RESOLVED, that the Committee shall issue a report to the Board of Selectmen on or before June 1, 2023. The report shall consist of an impartial summary of information evaluated. The Report shall not include any recommendations to the Board of Selectmen concerning whether or not the Town should consider moving towards an Independent Police Force. The report will assist the Board of Selectmen in future decision-making concerning police services in Town.

RESOLVED, that the Committee may review and evaluate any information it deems necessary to effectuate its purpose, which may include, without limitation, the following:

- *Fiscal*: current costs; projected costs assuming remaining in the Resident State Trooper Program; projected costs if the Town were to switch to an Independent Police Force (including any one-time and/or ongoing conversion costs); fiscal review and analysis of finances of other Towns before, during, and after transitioning from a Resident State Trooper Program to an Independent Police Force. Fiscal review should also include how grants or other outside funding differ between an Independent Police Force and under the Resident State Trooper Program.
- *Facilities*: evaluation of the current facility, its feasibility to house an Independent Police Force, and its capacity and potential for growth with or without transition to an Independent Police Force.
- *Operations*: Review of command structures, numbers of officers/admin staff in an Independent Police Force setting as compared to a Resident State Trooper setting, and changes to policing structure in Towns that have transitioned to an Independent Police Force.
- *General*: Evaluation of the pros and cons of transitioning to an Independent Police Force. General review of towns that have transitioned to an Independent Police Force, reasons for transition, satisfaction with transition, and lessons learned during the process.

- *Services/Opportunities*: Evaluation of services available under the Resident State Trooper program as compared to an Independent Police Force. Also, review of opportunities for officers under both structures.

RESOLVED, that the Committee may outsource portions of the above, including evaluation of the current facility and its feasibility to house an Independent Police Force, to a third party such as the Connecticut Police Chiefs Association. However, the Committee may not expend any funds without prior approval in accordance with the Town Charter. The vote was called and all were in favor. Motion carried.

Analysis of Advantages / Disadvantages of the Resident State Trooper Program versus an Independent Police Force

Leadership:

Resident State Trooper	
Advantages	Disadvantages
RST serves Chief of Police functions for all patrol/police operations	First Selectman as "Chief of Police", subject to election, untrained in police procedures and administration
Includes all necessary operational supervision; Troop supervisors & command staff 24/7	Significant Resident State Trooper turnover due to reassignment, retirement, etc. impacts continuity of leadership, disruptive to long term planning, requires continuous adaptation to changing styles and philosophies
Town is not required to conduct employment search to replace the Resident State Trooper	Town may or may not have input on Resident State Trooper assignment
	Uncertainty about future cost and availability of Resident State Trooper program. Currently 100% of salary, overtime, and fringe benefits
	Officers have less access to regional task forces

Independent Police Force	
Advantages	Disadvantages
Force would be led by a professional Chief of Police not subject to election	
A Chief of Police would establish lines of communication internally through the chain of command and externally with other police departments	
Town controls hiring of Chief and second in command	Town incurs costs of required training, evaluation, and replacement; including employment search
Would foster consistent leadership throughout the chain of command based on established policies and procedures	
Contract with Chief of Police would permit budget stability with respect to salary and benefits. This position would be exempt and not eligible for overtime pay	
Chief of Police would be eligible to join professional organizations; network with other Chiefs and apply information gained to maintain a current and modern department	
State Police would continue to provide resources and assistance at no cost to the Town	

Facilities:

Resident State Trooper	
Advantages	Disadvantages
Impound lot provided	
Evidence held at Troop A	Patrol time lost due to wait time for prisoner processing at Troop A
Prisoners held and monitored at Troop A	

Independent Police Force	
Advantages	Disadvantages
Building is ready	Contract or plan for impound lot
Ease of public access to police facility	Cost associated with manning booking / cell areas
Reduction in patrol time loss due to on site booking	

Operations:

Resident State Trooper	
Advantages	Disadvantages
	Town officers are unable to access local Southbury information from patrol cars
Numerous administrative duties are preformed by State Police including certain FOI requests, prisoner supervision, some evidence custody, and vehicle impound	
	Conflicting Town and Sate policies governing police conduct
Some consider presence of the State law enforcement in oversight of local Police Department an advantage	

Independent Police Force	
Advantages	Disadvantages
More specific crime stats in lieu of being in combination with state stat. This information will be used to identify problem areas, facilitate better resource management and strengthen grant applications	
Consistent policies may increase morale within the department	Town department will assume administrative duties and supervision responsibilities for holding cell, evidence and vehicle impound lot
Continuity of Police Chief would provide consistent leadership and chain of command which would be more responsive to specific Town needs	

Budget Impact:

Resident State Trooper	
Advantages	Disadvantages
	Resident Sate Trooper program precludes the Town from seeking certain grant funding
	Cost of Resident State Trooper program plus overtime
	Future availability and costs of the Resident State Trooper program unpredictable

Independent Police Force	
Advantages	Disadvantages
Opportunities to apply for certain grant funding	
Police Chiefs cost de-minimums impact on budget and minimal one time conversion costs	
Stabilized budget projections	

Community Impact:

Resident State Trooper	
Advantages	Disadvantages
Resident Trooper is independent of Town political influence	Resident Trooper assignment is not a Town decision
	Some residents are unaware of the current structure and leadership
	Resident Trooper may not be fully invested in the community

Independent Police Force	
Advantages	Disadvantages
Grants available to an independent department directly benefit to community in potential tax savings	
The community would know who the Police Chief is and what the chain of command would be	
The position of Chief will be accountable to the public for department policies and budget	
Police Chief can establish relationships with community leaders and residents	