



# Bethel Police Commission

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12 Judd Avenue  
Bethel, CT 06801  
Amy Mannion - Chairman

Minutes of Regular Meeting  
Bethel Police Commission  
Bethel Police Department, 12 Judd Ave.  
Wednesday, November 15, 2023, 6:00 pm

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TOWN CLERK  
BETHEL, CT

Attending: Amy Mannion, Richard Kolwicz, Patrick Morton, Chief Pugner, Capt. Burnes (late)  
Absent: Peter Valenti, Kevin Cleary

Chairman Mannion called the meeting @ 6:00 pm

## 1. Public Input:

Alex Grandstaff came to thank Bethel PD officers for their help at a recent incident.

## 2. Review of past minutes:

The motions to approve the minutes from the September 20, 2023 Regular Meeting and the minutes from the October 25, 2023 Special Meeting were tabled until the next Commission meeting.

## 3. Budget Report:

### *Comptroller and Overtime Reports:*

Chief Pugner said he will be advising the Comptroller that the budgeted clothing allowance will be over because of all the new hires. He also noted that the police overtime is going down but dispatch overtime is up due to a dispatcher on maternity leave.

## 4: Old Business:

Chief Pugner updated the commission on the following:  
*Police Range Update:* The construction is moving along.

*Police Radio Replacement Update:* The installation of the radios in the cars has started.

*K9 Update:* Officer Ammon will be certified soon and he and Rebel will be on the road at the beginning of December.

## **5. New Business:**

*Monthly Reports, UCR:* A discussion ensued about the numerous traffic stops this past month.  
*New Policy:* Chief Pugner noted the changes to the policy, Dress Code, Ch. 3, Sec. 2. Comm. Mannion made a motion to accept the policy changes. Seconded by Comm. Morton. Vote, all in favor, motion approved.

*CALEA Update:* Chief Pugner said that he and Lt. Libertini just returned from appearing in front of the CALEA Board in Bellevue, WA for the accreditation certification.

*New Officer Pay Step:* Chief Pugner recommended starting certified officer Karyn Hoffman at Step 4 of the union contract. The motion to start Officer Karyn Hoffman at Step 4 was made by Comm. Kolwicz. Seconded by Comm. Morton. Vote, all in favor, motion approved.

*School Resource Officer MOU:* Chief Pugner and the commission discussed the agreement for the School Resource Officers and the Bethel Board of Education. Comm. Morton made a motion to accept the Memorandum of Understanding for the School Resource Officer Program. Seconded by Comm. Mannion. Vote, all in favor, motion approved.

*Public Act 23-146:* A discussion ensued regarding Public Act 23-146 Act Requiring Community Roundtables. Chief Pugner explained that the chief, Police Commission, and First Selectman, "may agree a meeting is unnecessary". Chief Pugner pointed out that the public is invited to the monthly meetings so a separate meeting is not necessary and First Selectman Carter agrees. Comm. Mannion made a motion to agree not to have Community Roundtables. Seconded by Comm. Kolwicz. Vote, all in favor, motion approved. Comm. Mannion asked the chief to have the First Selectman's agreement in writing.

## **6. Correspondence:**

There was no correspondence.

## **7. Chief's Report:**

*Sickness & Injury:* Chief Pugner advised the commission that there is currently 1 officer out on a non-work related injury, 1 officer on light duty, and a dispatcher on maternity leave.

*Personnel Hiring Update/Recruitment:* The chief noted that several new officers are finishing with training and are getting on the road.

## **8. Executive Session**

The motion to enter Executive Session for a new candidate interview, inviting Chief Pugner and Capt. Burnes, was made by Comm. Mannion at 6:31 pm. Seconded by Comm. Morton.

Executive Session ended at 6:57 pm.

Comm. Mannion made a motion, which was seconded by Comm. Morton, to offer employment as a Bethel Police Officer to Gabrielle Head, conditional upon available openings in the Department within the next 90 days, contingent on a satisfactory background investigation, and such other standard and regular requirements of the State of Connecticut and the Town of Bethel. Vote, all in favor, motion approved.

#### **9. Commissioner's Comments**

There were no commissioner comments.

The motion to adjourn the meeting was made by Comm. Kolwicz at 7:02 pm. Seconded by Comm. Morton. Vote, all in favor, motion approved.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Linda Kavallines".

Linda Kavallines, Recording Secretary