

Agenda
Police Committee
December 20, 2023
5:00 PM

1. Police Committee Meeting Instructions

Documents:

[12-20-23 POLICE COMMITTEE MEETING INSTRUCTIONS.PDF](#)

2. Pledge Of Allegiance

3. Minutes - August & October

Documents:

[POLICE COMMITTEE AUG.PDF](#)
[10-25-23 DRAFT.PDF](#)

4. 2024 Committee Meeting Dates

2024 Police Committee Meeting Dates

- February 28, 2024
- April 24, 2024
- June 26, 2024
- August 28, 2024
- October 23, 2024
- December 18, 2024

5. Old Business

6. New Business

7. Police Chief's Report

Documents:

[POLICE CHIEF REPORT.PDF](#)

8. Correspondence

9. Privilege Of The Floor

10. Adjournment

This meeting is being recorded and live streamed. The recording will be broadcast live and will be posted to the town website at www.townofmanlius.org



December 20, 2023 – 5:00PM

Police Committee Meeting Instructions

The easiest way to participate in the meeting is to use the link provided below. The meeting will be conducted on the ZOOM platform as a webinar. Please make sure that when you complete your attendee registration you enter your full name.

Click on the link or enter the meeting URL web address as listed below.

<https://us02web.zoom.us/j/84474514350?pwd=QWpMemVFZFJrZGZ1QnZmdFJKcVgvZz09>

Password to join when prompted:

Password: **198828**

Enter your email address and name and join the meeting.

Join by telephone by dialing the number below:

(929) 436-2866

When prompted to enter the Webinar ID, use the number below followed by #

Webinar ID: 844 7451 4350

Press # again to skip the personal id and enter the password below followed by #

Password: **198828**

If this is your first time joining a ZOOM meeting, you may practice using ZOOM meeting platform at <https://zoom.us/test>.

**Town of Manlius Police Committee
Meeting Minutes
August 23, 2023
5:00 PM**

Present:	Heather Waters	Town of Manlius
	William Nicholson	Town of Manlius
	Jason Cassalia	Chief, Town of Manlius Police
	Dan Kinsella	Village of Fayetteville
	J. Robert (Bobby) Schepp	Village of Minoa
	Kay Blythe	Acting Secretary to the Police Committee

Attended Virtually: None

Attended In-Person: Ted Spencer. Brad Hunter. Tim Frateschi. Supervisor John Deer. Councilor Italiano. Channel 3 News.

1. The meeting was called to order.

2. Pledge of Allegiance

3. Minutes – June 28, 2023

A motion was made by Chairperson Waters and Seconded by Member Schepp to approve the minutes of June 28, 2023. The motion passed unanimously.

4. Old Business –

Chairperson Waters invited village and town councilors to speak about the Amended and Reinstated Manlius Police Intermunicipal Agreement (DRAFT).

Discussion: Member Schepp and Member Kinsella expressed concern with new agreement.

5. New Business

Chairperson Waters discussed the Police Chief search. Advised the Town Board has on their agenda to provisionally appoint Chief Cassalia.

Member Schepp made a motion, seconded by Member Kinsella to appoint Interim Chief Jason Cassalia as provisional Chief of the Manlius Police Department. Chairperson Waters tabled the motion as it was not a requirement of the committee. Chairperson Waters instead accepted the motion as a recommendation of the committee.

6. Police Chief Report – Chief Jason Cassalia

Chief Cassalia gave the following report to the committee:

- Chief Cassalia stated the department was currently working on their budget.
- Chief Cassalia stated that the department was currently working on their comprehensive plan and eventually a strategic plan.
- Chief Cassalia stated that there are 5 new members in field training.
- Chief Cassalia stated that the department has 2 openings and 3 people in process. The department has given one conditional offer of employment.
- Chief Cassalia stated during the board meeting the Crisis Intervention Team would be giving a presentation.
- Chief Cassalia stated that he would be connecting with the fire chiefs to discuss a possible rescue task force that would include EMS and fire.
- Chief Cassalia stated members of the Town of Manlius Police Department were at the Village of Manlius and Village of Fayetteville Dunkin' raising money for the Special Olympics New York on August 11th.

7. Correspondence / Discussion

Member Schepp clarified if the 5 new officers were replacing former officers or if they were in addition to the current officers. Chief Cassalia explained that 4 of the officers were replacing former officers and the 5th was a transfer.

Member Kinsella requested from Chief Cassalia a report of the SIRO's and SPO's in the schools.

Chairperson Waters asked Chief Cassalia to differentiate between a SIRO and SPO.

8. Privilege of the Floor

Member Schepp sought clarification as to why the former chief was no longer with the Town of Manlius Police Department. Mr. Frateschi stated that the former chief resigned.

9. Adjournment

With there being no further business to come before the Committee, Member Nicholson adjourned the meeting at 5:46 pm.

Respectfully Submitted,

Kay Blythe
Town of Manlius
Acting Police Committee Secretary

2023 Police Committee Meeting Dates
October 25, 2023

December 20, 2023

**Town of Manlius Police Committee
Meeting Minutes
October 25, 2023
5:00 PM**

Present:	Heather Waters	Town of Manlius
	William Nicholson	Town of Manlius
	Jason Cassalia	Acting Chief, Town of Manlius Police
	Dan Kinsella	Village of Fayetteville
	J. Robert (Bobby) Schepp	Village of Minoa
	Tom Pilewski	Village of Manlius
	Allison Weber	Secretary to the Police Committee

Attended Virtually: None

Attended In-Person: Ruth Anne Winschel, Manlius. Dan Tyrel, Town of Manlius PBA, Maurguerite Ross, Fayetteville.

- 1. The meeting was called to order.**
- 2. Pledge of Allegiance**
- 3. Minutes – Tabled**
- 4. Old Business –**
Councilor Waters read aloud a statement regarding the 1984 police agreement.
- 5. New Business – No New Business**
- 6. Police Chief Report – Interim Chief Jason Cassalia**

Chief Cassalia gave a presentation on the proposed 2024 budget.

The committee discussed the number of cars that are being purchased, the reasoning behind the addition of two officers and the part time community officer position.

Chief Cassalia gave the following report to the committee:

- Chief Cassalia provided an update on the current staffing level.
- Chief Cassalia stated that trunk or treat will take place on October 28th.
- Chief Cassalia stated that the department attended a career fair.
- Chief Cassalia stated that the cadet post meeting at the high school was very successful, and several kids were very interested.
- Chief Cassalia stated that Family Night for the officers and their families will be taking place in November.

- 7. Correspondence / Discussion**

Member Schepp thanked the Department and responding officers for their support and protection during a recent traffic call.

A moment of silence was held to honor former Officer Mark Buzzard.

8. Privilege of the Floor

9. Adjournment

With there being no further business to come before the Committee, Member Pilewski made a motion, seconded by Member Schepp to adjourn the meeting at 5:38 pm. The motion passed unanimously.

Respectfully Submitted,

Allison Weber
Town of Manlius
Police Committee Secretary

2023 Police Committee Meeting Dates
December 20, 2023

Chief's Report

1. "Shop with a Cop" was Saturday, December 2nd with kids identified from all of the area schools. Members of the TMPDPBA, Administrative staff, Town Hall, Fayetteville Fire / EMS, local school districts and more participated to make this another wonderful year. Kids arrived, had breakfast, worked on crafts, then were paired for their shopping experience at Target with a TMPD member(s). Later they returned and all the gifts were wrapped by our volunteers, and they were treated to a lunch from Carrabba's. A wonderful morning for all involved!
2. Turkey Baskets were also another big hit this year. Our PBA did a fantastic job ensuring local food banks received the 160 dinners for local families for Thanksgiving.
3. The agency has had significant criminal activity surrounding thefts of property from vehicles and the thefts of the vehicles also. The agency has solved a considerable number of these crimes, identifying juveniles that have been involved in those thefts to include police pursuits and other criminal activity within the Town of Manlius and also within the City of Syracuse and Onondaga County.
4. I have been asked to speak at the Annual Meeting for the Onondaga East Chamber on January 11th at 5:30 – 8:30PM at the Calvary Club.
5. We are formulating the organizations Y24 Goals and Objectives that will frame the intent of the agency focus for the coming year. As we build these goals, we are paying significant attention to the comprehensive plan of the Town of Manlius, and the direction and needs of the Villages of Fayetteville, Manlius and Minoa. Conversations are ongoing.
6. Our newest Police Officer selection, Luke Rufo, started the academy December 7th in Monroe County.
7. We have started the selection process again and are canvassing for the position of police officer with the intent to hire for a spring Y24 academy.