

**Town of Manlius Police Committee
Meeting Minutes
January 24, 2024
5:00 PM**

Present:	Heather Waters	Town of Manlius
	William Nicholson	Town of Manlius
	Dan Kinsella	Village of Fayetteville
	J. Robert (Bobby) Schepp	Village of Minoa
	Joe Frateschi	Attorney
	Allison Weber	Secretary to the Police Committee

Attended Virtually: None

Attended In-Person: None.

1. The meeting was called to order.

2. Pledge of Allegiance

3. Police Chiefs Report

- Chief Cassalia presented and discussed the department's 2024 goals and objectives.
- Chief Cassalia presented and discussed the Business Advisory Council and his outreach efforts in the business community.
- Chief Cassalia discussed the update to the rules and regulations.
- Chief Cassalia stated that the department is currently interviewing candidates for the position of police officer.
- Chief Cassalia discussed the public – private partnership with LeMoyne College to present a Fraud Prevention series.
- Chief Cassalia reviewed staffing levels and monthly calls for service.
- Chief Cassalia stated that the department has ordered a Ford F-150 Lightning based on a NYS grant.
- Chief Cassalia discussed the Active Citizen Survey
- Chief Cassalia stated that the department is looking to fill a new part time Community Service Officer (CSO) position.

4. New Business

Attorney Introduction

Joseph Frateschi, Attorney for the Town, introduced himself to the committee.

Election of Police Committee Chair

Member Nicholson nominated Member Pilewski to serve as the Police Committee Chair.

Member Kinsella nominated Member Schepp to serve as the Police Committee Chair.

Member Nicholson suggested that the committee table the vote for further consideration.

Member Waters requested that nominated members submit a letter of interest to the Secretary and that the committee review the duties of Police Committee Chair.

Secretary Weber requested that a formal process for the election of Police Committee Chair be drafted and adopted by the committee.

The election of the police committee chair was tabled until the February meeting.

2024 Meeting Dates

Secretary Weber stated that the committee previously approved a meeting schedule of every other month. The newly adopted intermunicipal agreement calls for a monthly meeting of the committee and a new schedule will need to be adopted.

The committee tabled the matter until after the new chairperson is elected.

5. Approval of Minutes

Member Schepp made a motion, seconded by Member Nicholson to approve the December 20, 2023, meeting minutes as presented. The motion passed unanimously.

6. Old Business

Member Waters stated that the newly approved intermunicipal agreement, the annual report and the PBA agreement will be available on the town website.

Member Waters stated that Frosty Forest will be taking place soon and thanked the department for their participation.

7. Correspondence / Discussion

Member Nicholson discussed a new organization “Breaking Stalking” that helps victims and law enforcement agencies better understand stalking.

Member Waters discussed an awareness event presented by H.E.A.L. Waters to prevent and recognize substance abuse.

8. Privilege of the Floor

9. Adjournment

With there being no further business to come before the Committee, Member Schepp made a motion, seconded by Member Waters, to adjourn the meeting at 5:58 pm. The motion passed unanimously.

Respectfully Submitted,

Allison Weber
Town of Manlius
Police Committee Secretary