

**Town of Manlius Police Committee  
Meeting Minutes  
December 18, 2024  
5:00 PM**

Present:	William Nicholson	Town of Manlius
	Mike Nesci	Town of Manlius
	Casey Cleary-Hammarstedt	Village of Fayetteville
	J. Robert (Bobby) Schepp	Village of Minoa
	Tom Pilewski	Village of Manlius
	Jason Cassalia	Chief of Police
	Carrie Grevelding	Secretary to the Police Committee

Absent: Joseph Frateschi – Town Attorney

Attended Virtually: None

Attended In-Person: None

**1. The meeting was called to order.**

**2. Pledge of Allegiance**

**3. Approval of Minutes**

Member Nicholson made a motion, seconded by Member Cleary-Hammarstedt, to approve the minutes from October 23, 2024, as amended. The motion passed unanimously.

**4. 2025 Final Budget Review-**

Member Nicholson presented the 2025 Final Budget for the Town of Manlius Police Department.

Member Cleary-Hammarstedt inquired about the decrease in the budget for vehicle repair. Chief Cassalia explained that in 2024 the vehicle mechanic was out, and vehicle repairs had to go outside the department. Another factor mentioned was that funds from 2024 auctions were utilized for repairs.

Member Nesci inquired about the department being at full complement. Chief Cassalia explained that they did an analysis of patterns and trends and where their needs are. The department continuously responds to fluctuating staffing due to injury, disability, separation and retirement.

**5. Retail Theft Task Force – Towne Center**

Chief Cassalia explained that the concept came from the Chief’s Business Advisory Committee due to a concern for criminal activity in the area. In close consultation with the businesses and the district attorney’s office, a “creative approach to a complicated

problem” was developed and implemented to decrease losses and protect the safety of the public. It was reported that there were 10 arrests and 7 incidents totaling \$4,500 recovered where the TMPD was involved. Chief Cassalia advised that there was no money spent on overtime for this Task Force.

**6. CALEA Accreditation Review –**

Member Nicholson announced that the TMPD had received a positive Accreditation. A couple of noted areas were the size of the school-based program and oversight, and the limitations of the physical site. Chief Cassalia gave a brief history of CALEA and the process. He also discussed the school resource program and how it grew quickly.

**7. Department Report –**

Chief Cassalia gave an update on staffing numbers. There are many end-of-year analysis reports being written. The TMPD will celebrate its 40<sup>th</sup> anniversary in 2025. Chief Cassalia mentioned ways that the police department will be celebrating the anniversary.

**8. Other Business –**

It was decided to continue with meetings every other month. The first meeting for 2025 will be held on February 26, 2025, at 5:00 PM.

With there being no further business to come before the Committee, Member Schepp made a motion, seconded by Member Nicholson, to adjourn the meeting at 5:53 pm. The motion passed unanimously.

Respectfully Submitted,

Carrie Grevelding  
Town of Manlius  
Police Committee Secretary