

MINUTES OF THE CITY COUNCIL MEETING
HELD ON
March 10, 2021
6:00 P.M.

The regular meeting of the Mechanicville City Council was held at the Senior Center, North Main Street, Mechanicville, New York on Wednesday March 10, 2021.

Mayor Baker: Called the meeting to order at 6:04 P.M.

Supervisor Tom Richardson led the Pledge of Allegiance to the Flag.

Roll Call:	Mayor Baker	Present
	Commissioner Seber	Present
	Commissioner Johnson	Present
	Commissioner Gotti	Absent
	Commissioner McGuire	Present

Motion to accept the February 10, 2021 Meeting Minutes:

Motion: Commissioner Seber Seconded by: Commissioner Johnson

AYES: 4 NAYES: 0

A presentation was made by CDTA and is included at the end of the minutes.

Michelle Duell Chairperson of the Police Reform and Reinvention Collaborative made a presentation which is included at the end of the minutes.

Commissioner Reports:

Supervisor Tom Richardson stated that he feels the CDTA bus transportation is a great plan for the city of Mechanicville. He went on to commend Michelle Duell for an outstanding job on the Police Reform and Reinvention Collaborative committee. Tom mentioned that on Tuesday 15 doses of the COVID vaccine were administered to residents that are housebound bringing the total to 25. He stated that Megan Quillinan and the staff at the Mechanicville Community Center have been amazing making calls and assisting with a vaccination site which occurred earlier in the day at the Senior Center vaccinating over 140 senior citizens and added everyone who received this first dose will receive the second one on April 7th right at the same location. He went on to thank Megan, the County and the Mayor and Commissioners for a job well done. Tom encouraged anyone over the age of 60 to get out there and get vaccinated.

Mayor Baker thanked Megan Quillinan and Gina for a job well done for getting people when there were cancellations to fill. He added he appreciates the fact that the County got the City

Mayor Baker thanked Megan Quillinan and Gina for a job well done for getting people when there were cancellations to fill. He added he appreciates the fact that the County got the City vaccinations since they have been looking into getting them for months. He went on to say that over a month ago Supervisor Richardson, Commissioner Seber, Carl Zeilman and himself toured the building and they thought it was the perfect location they just needed to wait on the vaccines and he is hoping they are able to get more.

Commissioner Seber stated that his office is busy with tax collection; the Accounts office was opened on Saturday March 6th from 9 am to 12 pm and will be open again this coming Saturday March 13th from 9 am to 12 pm. He added that since the bills went out there has been an extension of the Governor's executive order which requires a 21 day extension of paying your taxes without penalty. He went on to say normally the bills are due by March 15th without penalty and that has been extended to April 5th without penalty. Commissioner Seber this notification has been put in The Express and he wanted to mention it at the meeting to get the word out because it wasn't passed early enough to have it printed on the bills. He stated the first tax payment received was on February 18th and his office did a great job getting the bills out early. Commissioner Seber stated that too many times public employees are not treated very favorably by the public but he received a letter from an attorney in Syracuse which stated that on two separated instances he recently needed to deal with the Mechanicville city hall as he represents clients who own property in the city. The first instance was a few years back and he was coming into town and wanted to get a water bill paid but could not get there before the 4:00 close time and was told to take his time and get there when he could, he didn't arrive until 4:15 and he stated he was treated wonderfully and the office was very accommodating. The second instance was more recent and the same property was sold but received a few home grants as far back as 1989 and the liens were still filed at the county. He goes on to say in the letter that all the records and information was back to him within 3 hours of his phone call. He went on to say that he deals with a lot of municipalities and it normally takes 3 to 4 weeks to get this information. Again, he was very appreciative of the City and their staff. Commissioner Seber added that the offices for years have made it a point to understand that they work for the public and they try to do what is right.

Commissioner Johnson had nothing to report.

Commissioner McGuire asked the Mayor if he had any idea when the playgrounds would be open.

Mayor Baker stated he was going to talk about that in new business but if she would get him her plan as to how the people who attend would be protected he would look at it.

Commissioner McGuire stated she would like to make a plan to hire people but she would like to have an idea as to if it is going to open before she makes up a plan and puts things in place.

Mayor Baker advised her to proceed in that direction, things are starting to look better and people are vaccinated so he is hoping they are going to open this year.

Commissioner McGuire stated she has a good plan for opening the senior center and it won't be back to business as usual but she does have comprehensive 2 page plan on how they can operate safely. She stated that she has been talking with Supervisor Richardson and he has money from the county and she would like to use the money to create raised flowerbeds in the area of the Tenedaho tennis courts for people to have their own gardens. She went on to say the city would build the beds and provide the soil and possible get seeds and have people come in and help other plants their gardens. Commissioner McGuire stated it may have to be first come first serve or possibly a lottery if there is enough interest. She went on to say that if there is extra produce it could be left for the seniors or donated to the community center.

Commissioner Seber asked if Cooperative Extension does any of that.

Commissioner McGuire stated she believes she can get them involved but she figures one raised bed would cost about \$65.

Commissioner Seber said he was wondering expertise wise.

Commissioner McGuire stated she could probably get Cornell Cooperative Extension to come in and there are a lot of people in Mechanicville they know how to garden and she is sure they would love to share their knowledge. Commissioner McGuire asked what happens if someone were to violate an emergency order.

Attorney Lyn Murphy stated the emergency orders were implemented before she started but she will look into that and let her know.

Commissioner McGuire stated in the employee handbook there are three different rules of conduct which are job related actions that may result in disciplinary action, rules of conduct #1008. Falsification of any reports, pertaining to absence of work, injuries on the job, claims for benefits provided by the City. She asked if someone is found that they are doing any of those things, are those reason for disciplinary action.

Attorney Lyn Murphy stated that if these questions are provided to her ahead of time she can be prepared and give an answer at the meetings so that the public can have the answers that they need, but if the question is asked at the meeting she does not have the opportunity to do that. She added she will look into it for the next meeting.

Commissioner McGuire stated she is concerned with three of the topics listed under rules of conduct. She added they were: 1- falsification of any reports, pertaining to absence of work, injuries on the job, claims for benefits provided by the City, 2- Threatening, intimidating, coercing or interfering with fellow employees, supervisors or department heads, and 3- careless or negligent use or operation of City equipment and vehicles.

Attorney Lyn Murphy stated that Ms. Dunn asked at a previous meeting about going the wrong way on a one way street and that the vehicle and traffic law exempts hazardous vehicle which includes and vehicle plowing, maintenance, etc. therefore the rules of the roads don't apply to them.

Commissioner McGuire asked if it applies to just driving around the streets.

Attorney Lyn Murphy states it depends what they are doing, it is right in the vehicle and traffic law and that is why she asked for specifics. She went on to say there is a reckless standard and if they act in a manner that is reckless to human life than they can't do it but other than that they can do it.

Commissioner McGuire asked if you are crossing in a crosswalk and are not all the way through and a city vehicle goes by you very fast.

Attorney Lyn Murphy stated that is not what the original question was.

Commissioner McGuire stated that is her question and asked if that is not a careless operation of a City vehicle.

Attorney Lyn Murphy stated she believed that Chief reviewed the video that related to the incident that she is referencing and found there was not any misconduct.

Commissioner McGuire stated he found there wasn't anything criminal and that doesn't mean disciplinary action can't happen.

Attorney Lyn Murphy stated if these questions are asked prior to the meetings she will research them and have the answers at the meetings.

Commissioner McGuire asked if she could expect the answer at the next meeting.

Attorney Lyn Murphy stated she would have the answer.

Commissioner McGuire asked what Jim Thompson's duties are as Commissioner of the Civil Service Commission.

Commissioner Seber stated he was a Commissioner and he votes and gives his input.

Mayor Baker stated they should not be discussing personnel.

Commissioner McGuire asked how much proctors were paid.

Mayor Baker stated he thinks it is \$60.

Commissioner McGuire asked if there is a requirement as to how many proctors there are per people testing.

Mayor Baker stated he believes there are always at least 2 at the exams when they are given and after that it probably depends on how many people are taking the exams.

Chief Rabbitt gave his monthly report which is attached to the minutes.

Fire Chief Matt Dunn was unable to attend the meeting but the report is attached to the minutes.

Public Comments:

Marylou Cebula of Lee Street asked if there was any update of the scheduling of the change of government.

Mayor Baker stated there was not as he wanted to get the Police Reform and Reinvention Collaborative completed first.

Marylou Cebula stated she sent an email on an issue with a Civil Service department zoom meeting that occurred on February 10th. She went on to say the Mayor responded and stated he spoke with the chairperson but when the chairperson was asked about it she claims she knew nothing about it.

Mayor Baker stated he has no idea why she gave her that answer because he spoke with her.

Marylou Cebula asked if anyone reviewed the audio of the meeting.

Attorney Lyn Murphy stated she attended virtually but when she attended she didn't hear anything as she signed in when the meeting started.

Marylou Cebula asked if anyone else had it on their tape.

Mayor Baker stated there is nothing on it, they listened to it and did not hear it.

Commissioner Seber stated the tape he has the meeting actually already started.

Marylou Cebula stated she has it on tape. She went on to say that no one reached out to discuss it, after sending an email no one asked about it and she waited for someone to reach out to discuss it. Marylou went on to say she requested documentation on any Commissioner including the Mayor reporting any gifts, gift cards, gratuity etc. and received a response from Commissioner Seber that the City had no record and she wanted to clarify the City had no record because no Commissioner provided that information or does the City have no record because there is no avenue for them to do so.

Commissioner Seber stated he reached out to all of the Commissioners and the only responses he received were that they did not have any.

Marylou Cebula asked if he heard from everyone.

Commissioner Seber stated he does not remember and he is not sure there is an avenue for this. He went on to say that he asked in response to a FOIL request and it is there obligation to get him the information.

Marylou Cebula stated what the obligation would be if they did receive something from a vendor or contractor.

Commissioner Seber stated he believes the State law is \$75.

Marylou Cebula asked what rule oversees what to do if they get one.

Attorney Lyn Murphy stated they should refuse it but if it is a relative or has nothing to do with your employment it is a totally different situation.

Commissioner McGuire asked what if you are related to someone and they do business with the City.

Attorney Lyn Murphy stated that if you are related to them they could give you a gift card.

Commissioner Seber stated as a Commissioner's view you don't take the gift and if they do take the gift he is not sure they will report it.

Commissioner McGuire asked what happens if they don't report it and you can prove it.

Attorney Lyn Murphy stated proof and facebook and gossip and text are completely different situations and that needs to be kept in mind.

Dave Hicks of First Avenue stated the light at the end of South and First has been out almost a year and he asked when the City would be doing the lighting upgrades to save the City money. He went on to ask when the Saratoga County Water connection was going to happen.

Mayor Baker stated they are very close.

Dave Hicks asked who purchased the backhoe.

Commissioner Seber stated the City does not have a name yet and that the auction sites have codes on them.

Dave Hicks asked how can it be approved if you don't know.

Commissioner Seber stated the City approves the sale and whoever bid on it sends the money.

Attorney Lyn Murphy stated it is through the company Auctions International in which the Council and they know who the bidder is but until the City accepts the bid they don't get the information.

Commissioner Seber went on to say that they bid 7 items last time and 6 of them were sold and the checks have already been received for all of them and this one is being sold for \$1400 more than the bid that was rejected.

Dave Hicks stated he sent a picture of the hole at the end of First Avenue which is usually an indication of either a water leak or a sewer or storm drain rupture.

Mayor Baker stated he knows they have been up there and working on it.

Kim Dunn stated that the plow truck that was going the wrong way on First Street was going a high speed and she can't understand how that is not negligence and there is no reason for them to plow backwards.

Attorney Lyn Murphy stated that reckless which is higher than negligence is the standard and that is just the way the law reads.

Kim Dunn stated regardless of that she wouldn't think that anyone on the Council would be alright with that.

Attorney Lyn Murphy stated there is a case out there of a plow going on a one way street and there is no action. She added she doesn't think it is a great idea she is just stating what the law says.

Kim Dunn stated just because you can doesn't mean you should and she thinks the City should be advising their employees to not do things that are reckless and added it is on video. She went on to say that in 2018 the Council approved the purchase of new software which included a payroll feature and she wants to know why they are going back to ADP.

Commissioner Johnson stated there are a couple reason and one of them is right now there is no backup and when there is pay differential the new system needs to be manipulated and it is very hard to train someone on that but if ADP is used the City is just required to send in the hours and they handle it. He went on to say that when he began obviously COVID was here and City Hall shut down for some time and when City Hall shuts down there is no access to the printer that prints the checks. He stated that if the City Hall catches on fire or the printer breaks they have no way to print payroll checks. Commissioner Johnson also said that the current payroll process is not generating the correct journal entries, which is causing more work after payroll is inputted. He added we are spending \$4,854 and now we pay Edmunds \$2316 with a difference of \$2500 and it is costing the City a person a day to do that so if you take those hours you are saving that money. He went on to say they will still be using most of the software just not the payroll part of it.

Kim Dunn asked if the City pays an additional fee \$2300 yearly.

Commissioner Johnson stated that was correct.

Kim Dunn asked if he would have a yearend report soon.

Commissioner Johnson stated that there are still bills trickling in and once those bills are paid and cleared they will have their report.

Kim Dunn asked how the figures were arrived at for the resolution to change the longevity.

Commissioner Seber stated they match the new CSEA agreement and added the goal when they went to negotiations was to line everything up and that is why there is a resolution to change Lincoln's birthday to a floating holiday. He added when the Police go to negotiations they are going to try to bring those in line as well if they possibly can.

Kim Dunn asked if every three years when negotiations go through it will be carried through to City Hall.

Commissioner Seber stated historically that is usually how it happens and added that as of right now three people receive negotiations and a fourth will receive it in the fall.

Commissioner McGuire asked if Finance will still be doing payroll.

Commissioner Johnson stated they would be.

Commissioner McGuire asked if ADP has a yearly fee.

Commissioner Johnson stated that was the \$4854.

Commissioner McGuire asked if that needed to be paid every year.

Commissioner Johnson stated yes and right now Edmunds is paid \$2300 every year so it is an increase of \$2500. He added Edmunds was only used for payroll for one year and ADP was used for years before he got here so it is not a huge change and he feels it is better for the City to go back to ADP and if he isn't here next time someone can go back to Edmunds or to someone totally different.

Mayor Baker added he believes it should be what the Commissioner is comfortable with.

Commissioner Johnson stated he tries to save the City money as best as he can but for \$2500 he doesn't believe it is worth the headache and he is trying to be proactive because if that printer goes down there is going to be people looking for a paycheck and there is zero way for them to get one to them. He also added that the way the system is set up the checks need to be printed before the direct deposit happens so no one would be able to be paid and he feels it is worth it to be proactive.

Resolutions:

RESOLUTION 11-2021 Amend Section 704 Employee Handbook

Moved by: Commissioner Seber

Seconded by: Commissioner McGuire

AYES: 4 NAYS: 0

RESOLUTION 12-2021 Amend Section 607 Employee Handbook

Moved by: Commissioner Seber
Seconded by: Commissioner Johnson

AYES: 4 NAYS: 0

RESOLUTION 13-2021 LOSAP Volunteer Firefighters Service Award Program

Commissioner Seber commended Tim Cuilla on doing a great job getting all of the information caught up and up to date and now it will be on a monthly basis and will be paid that way.

Moved by: Mayor Baker
Seconded by: Commissioner Johnson

AYES: 4 NAYS: 0

RESOLUTION 14-2021 Gerald Castertino Temporary Full-Time Police Officer

Moved by: Mayor Baker
Seconded by: Commissioner McGuire

AYES: 4 NAYS: 0

RESOLUTION 15-2021 Backhoe Bid

Moved by: Commissioner Seber
Seconded by: Commissioner Johnson

AYES: 4 NAYS: 0

RESOLUTION 16-2021 ADP

Moved by: Commissioner Johnson
Seconded by: Commissioner Seber

AYES: 4 NAYS: 0

RESOLUTION 17-2021 WIHA WTP Corrosion Control

Moved by: Commissioner Johnson
Seconded by: Mayor Baker

AYES: 4 NAYS: 0

RESOLUTION 18-2021 Adoption of Executive Order 203

Moved by: Mayor Baker
Seconded by: Commissioner McGuire

AYES: 4 NAYS: 0

RESOLUTION 19-2021 Payroll and Voucher

Moved by: Commissioner Johnson
Seconded by: Commissioner McGuire

AYES: 4 NAYS: 0

NEW BUSINESS: None

OLD BUSINESS: None

Meeting Adjourned: 7:39 P.M.

Moved by: Commissioner Johnson
Seconded by: Commissioner Seber

AYES: 4 NAYS: 0

Mechanicville Fire Department

36 North Main Street
Mechanicville, New York 12118
Tel: (518) 664-6121 Fax: (518) 664-6123

Chief
Matthew Dunn

Deputy Chief
Alexander Dunn

Assistant Chief
John Dunn Jr.

February Chief's Report

INCIDENT TYPE	# INCIDENTS
111 - Building fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	37
323 - Motor vehicle/pedestrian accident (MV Ped)	1
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	3
463 - Vehicle accident, general cleanup	1
600 - Good intent call, other	4
741 - Sprinkler activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2
746 - Carbon monoxide detector activation, no CO	1
Total Incidents:	53

Calls for service: 355 Arrests: 38/59 Traffic Tickets: 148 Property Checks 2253

Thank you, Michelle, for your leadership and hard work during this process. We acknowledge that having the public's trust is an essential part of being an effective department. We have enjoyed tremendous community support, especially during this transformative process. I have seen this collaboration as an affirmation of existing practices and an opportunity to enhance our ability to serve the Mechanicville population. While I acknowledge that our department isn't perfect and that we can continually improve, we are building off a solid foundation. I instituted many of the recommendations when I took over as Acting Chief in 2018. That included the purchase and implementation of body-worn cameras, Tasers as a means of less-lethal force, de-escalation training, and implicit bias training. In fact, officers have received this training every year as a means to emphasize its importance. It has paid off. In all of 2019/2020, officers only used force 16 times out of hundreds of arrests. Most uses of force were soft hand techniques (Officers use grabs, holds, and joint locks to restrain an individual). We have had to use force **once** so far this year. Since we have had the Taser option, we have discharged it **once**. We are currently updating our policies, establishing a department website, auditing our department inventory, and starting the accreditation process.

***FLEX* On Demand**
So. Saratoga County



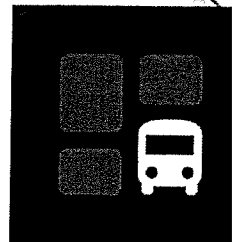
What Is *FLEX*?

- CDTA's version of an on demand, ride-sharing (*similar to Uber pool*)
- Curb-to-curb travel, includes a variety of connections
- Dedicated service area with additional points of interest
- Expands transit system to new areas; supplements fixed route where appropriate



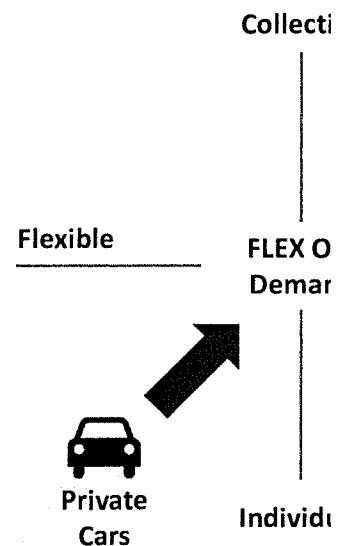
How Does It Work?

- Customers request a ride through Transloc's mobile app and get real time updates for arrivals and drop offs
- TransLoc software analyzes ride requests to create optimized shared "routes"
- Routing is transmitted to in-vehicle tablets, which provide turn-by-turn directions



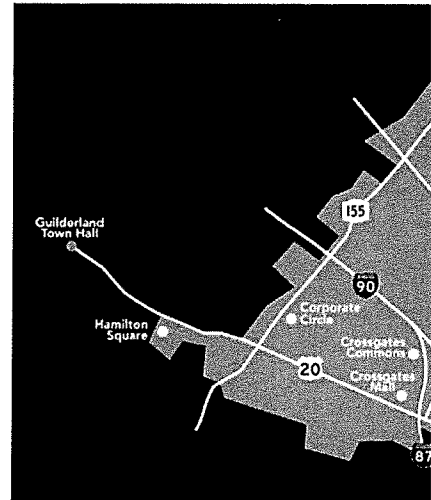
Where Does It Work?

- Provide coverage to areas not served well by fixed route transit
- Replace less efficient routes and/or route segments
- Provide supplemental service during off-peak times (nights, weekends)



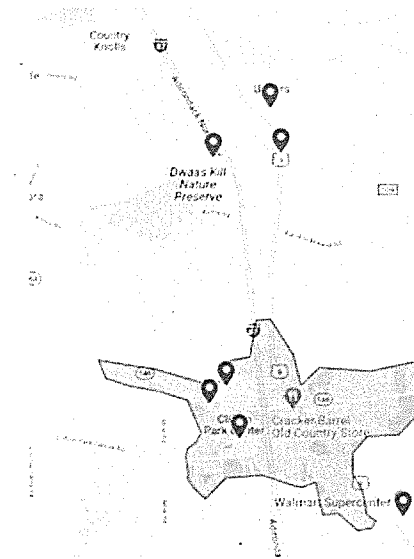
FLEX So Far...

- Pilot Zone: Colonie, Guilderland and Latham
- Launched January 2020
(Current avg. 85-90 trips/day)
- Operated without Fares until October 2020
- Flex Fares:
 - \$3 per ride
 - \$25 for 10-trip pass



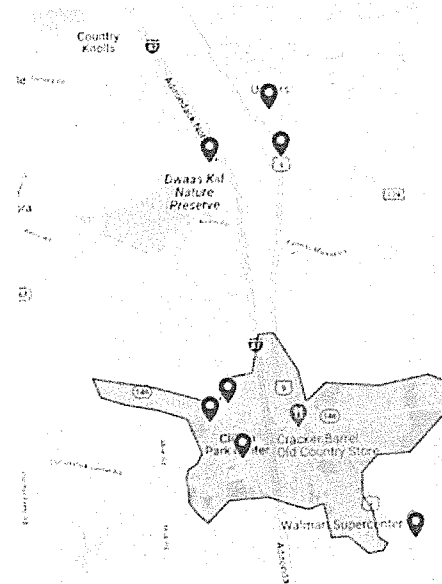
So. Saratoga County Pil

- Provide connection for Mechanicville to nearby employment, medical services and recreation
- Option for in-city travel within Mechanicville
- Connection to Clifton Park commercial center



How it Was Built

- Coordination with City of Mechanicville leadership, Saratoga Chamber of Commerce
- Survey of more than 400 area residents
 - *Desired Hours of Operation*
 - *Favorite Destinations*
 - *Frequency of Use*
- Work with TransLoc on mapping and design

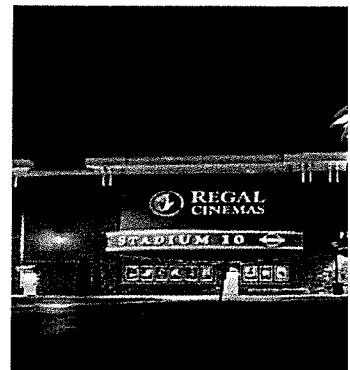
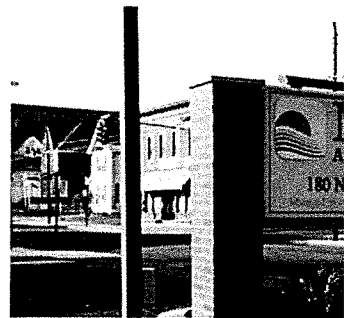


A Closer Look

Key Pin Drop Locations:

Mechanicville – City Hall, Public Library, Mid Rise Apartments, Price Chopper, Saratoga Hospital Medical Group

Clifton Park – Clifton Park Center, Price Chopper, Town Justice, Walmart, County Waste, Sysco Foods, US Foods



What's Next?



- Finalize Operational Logis
 - Service Hours
 - Key Points of Interest
 - Pricing Structure
 - Marketing/Promotion
- Coordinate Rollout Timin
- Looking at 3rd or 4th Quar



City of Mechanicville Police Reform and Reinvention Collaboration Plan

Committee Members

Michelle Duell, Director Mechanicville District Public Library

Megan Quillinan, Director Mechanicville Area Community Services Center

Chief William Rabbitt

City Attorney Lyn Murphy

District Attorney Karen Heggen

Public Defender Matt Maiello

Supervisor Tom Richardson

PBA Representative Jordan McBride

Mike Butler

About Us

The City of Mechanicville is roughly one square mile. It is the smallest city by area in the state. As of the 2019 census, there were 5,037 people, 2,381 households, and 1,222 families residing in the city. The racial makeup of the city was 92.5% Caucasian, 2.8% African American, 0.6 Native American Indian, 1.3% Asian, and 2.8% from two or more races. There were 2,381 households, out of which 29.1% had children under the age of 18 living with them, 29.6% were married couples living together, 17.5% had a female householder with no husband present. The average household size was 2.14 and the average family size was 2.97. The owner occupied household is 36.1% while the rented household is 63.9%.

The Mechanicville Police Department responded to 4,664 calls for assistance in 2020. The average response time was 3 minutes or less for emergency calls and 5 minutes or less for non-emergency calls.

In alignment with Executive Order 203 the Police Reform Committee was made up of community members, stakeholders, nonprofits, elected officials, district attorney, public defender and the city attorney.

The Mechanicville Police Reform Committee created a Police Reform Page on the City of Mechanicville website where the public was able to keep informed about upcoming meetings, access the survey and results, as well as view recorded meetings. All meetings were scheduled at various times and days, open to the public via in person attendance or virtually. A social media page was also created in which all meeting information, survey and results were shared.

Throughout this process, we have sought to promote community engagement, foster and build trust, fairness and legitimacy and to address any bias and disproportionate policing in the City of Mechanicville.

City of Mechanicville Police Reform and Reinvention Collaboration

We are submitting for approval the City of Mechanicville's response to Governor Andrew Cuomo's Executive Order 203 regarding police procedures.

We are extremely proud of the Mechanicville Police Department and their due diligence to review current police strategies, policies, procedures and practices. We are submitting this plan which will outline our initiatives to improve their operations.

We submit that the below information is a formalized collaborative plan that meets and/or exceeds all tenets contained in the Executive Order including suggestions, recommendations, modifications, modernizations and innovations that will be implemented and/or deployed within the City of Mechanicville Police Department.

We are providing this information to make it clear that the content of the police policy and procedures addressed in Executive Order 203 and demonstrate that the city is compliant with the order.

This collaborative plan will be submitted to the City of Mechanicville Council for ratification or adoption through local law or resolution prior to April 1, 2021.

Mission Statement

We the Mechanicville Police Department members, are dedicated to protecting life and property and working with our citizens to reduce crime, disorder, and the fear of crime. Through community-oriented and problem-oriented policing, we will provide personalized police services with respect for human dignity according to the highest standards of professionalism, integrity, and accountability.

Vision

We envision a future where law-abiding citizens feel safe and take pride and comfort in the quality of life in our community; a future where disorder and criminal activity continues to be vigorously and intelligently pursued. We envision our department as an excellent, service-oriented organization that incorporates innovative strategies, contemporary technologies, proven community policing philosophies, positive leadership, and efficient and effective use of resources in all organizational decisions.

Policy Manual

The Mechanicville Police Department is currently updating their policy manual. All sections of the policy are written using Federal, State and Local best practices as guidance and in keeping with the standards of the NYS Police Training Council. The Mechanicville Police Department has contracted with Lexipol to ensure that their policies are updated properly as they work toward receiving NYS Accreditation.

Training

Currently the Mechanicville Police Department has 3 trained in the Procedural Justice Training, the Chief William Rabbitt, Detective Sgt. Alex Dunn and Patrol Sgt. Matt Dunn. The Procedural Justice Training relies on the understanding that treating people with dignity and respect and giving citizens a voice during encounters promotes community trust.

The Mechanicville Police Department plans to advance, promote and offer annual updates/training in procedural justice. Currently the Mechanicville Police Department uses Police One Academy and Target Solutions for training of all officers. With the use of Police One Academy and Target Solutions they are capable to track when an officer has received training and when an officer is due for training.

The following is a list of current officers who are qualified as Trainers:

- Chief W. Rabbitt- General Topics and Firearms Instructor
- A Dunn- General Topics and Firearms Instructor
- M Dunn- General Topics and Taser Instructor
- J Pugliese- General Topics and Firearms Instructor
- M Abraham- General Topics and Domestic Violence Instructor
- W Roy- Master Instructor, Defensive Tactics, Reality Based Training, Suicide Prevention and Crisis Intervention, Firearms, Fundamental Crisis Intervention Skills for Law Enforcement, Aerosol Subject Restraint Instructor
- G Geoghegan- Master Instructor, DWI Detection and Standardized Field Sobriety Testing, Firearms, RADAR/LIDAR, Aerosol Subject Restraint Instructor.

Implicit Bias Training

The Mechanicville Police Department receives Implicit Bias Training which addresses the automatic association people make between groups of people and stereotypes about these groups. Implicit Bias focuses on the thoughts or feelings about people that we are unaware of that can influence our own. Understanding how an Implicit Bias can affect our behavior and perception is the initial hurdle in reversing such bias.

It is the policy of our department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

Use of Force: Policy 300

The City of Mechanicville currently has a Use of Force Policy in place on the reasonableness of use, methods, techniques and circumstances and providing a definition of pertinent terms. In general, the MPD's policy is to use force only when necessary and only to the extent necessary with MPD officers trained in the latest methods and techniques to accomplish that task. The MPD most recent updates to the use-of-force policy reflect recent changes in State/Federal Law regarding carotid control hold. **Any officer who uses Use of Force will follow procedures for reporting in Policy 300.5**

Taser Use

The MPD currently has all officers trained in taser use as well as Patrol Sgt Matt Dunn as a qualified trainer. The currently policy in place is to ensure that the appropriate use of said device should result in fewer injuries to officers and suspects.

De-escalation – Alternative Tactics

The City of Mechanicville currently has a De-escalation Policy in place. It specifically states that “Only when circumstances reasonable permit, officers should use non-violent strategies and techniques to decrease the intensity of the situation, improve decision making, improve communication, reduce the need for force and increase voluntary compliance.” If during a situation the need arises that is outside of any MPD training or safety, the MPD has partnered with the Saratoga County Sheriff’s and the NYS Police to provide the needed assistance.

Body/Dash Cams Policy 504

The Mechanicville Police Department in August of 2018 invested in body cams and has had in car dash cams for over 10 years. The current policy in place provides guidelines for the use of said portable devices.

Hot Spot Policing

The MPD employs Hot-Spot Policing when they receive several complaints within a certain area of our community. These strategies focus on small geographic areas or places. Through Hot-Spot Policing strategies, the MPD can focus resources in these areas. If crime can be prevented at these hot spots, then citywide crime totals may be reduced. When appropriate, the department will endeavor to alert the community regarding crime patterns so as to engage community members to collaborate with the department in crime prevention and solving efforts.

Environmental Design Crime Prevention

The City of Mechanicville and MPD will continue to advance and promote Crime Prevention through Environmental Design. This

approach will not just focus on beautification and code enforcement but a system wide approach to reducing crime, restoring safety, restoring the perception of safety in the collective community mindset and making an improvement to quality of life for the whole community.

Complaints/Compliments Policy 1010

The MPD is currently working on the development of a new user friendly website. The website will include access to a complaint/compliments form that the public can use when they would like to file a complaint against an officer or share a time when one of the MPD officers has helped them.

Submitted forms are reviewed by the Chief of Police for action, then passed along to the Police Civilian Internal Affairs Review Commission.

Police Civilian Internal Affairs Review Commission

According to the City of Mechanicville Charter Section 39.6 and 39.7 the Police Civilian Internal Affairs Review Commission was created in 1997. The Mayor oversees and assigns the members to the Commission. The Committee was active for a few years after its formation yet, upon information and belief, due to lack of complaints and referrals to the Committee, it is presently without voting membership.

The Purpose and scope.

- A. In order to assure the public that police services are delivered in a lawful and nondiscriminatory manner, the public should be accorded participatory oversight of the police and their interaction with the citizenry. To this end, the Mayor and Council wish to structure citizen involvement as set forth in this article so that in the event that complaints are received regarding police

activities such complaints are reviewed and processed with the participation of citizen representatives. Citizen review, in conjunction with the police, of complaints against officers will assure that complaints are dealt with fairly and with due regard for officers and citizens equally.

- B. The Commission shall review all complaint investigations concerning members of the Police Department who are certified by the New York State Department of Municipal Police completed by the Internal Affairs Unit of the Police Department and subsequent investigations thereof related to alleged acts of excessive force, inappropriate use of firearms, discrimination, poor public relations and such other complaints as may be referred to it by the Mayor and/or the Chief of Police. The Commission shall also collect and review summary data on complaints received and report to the Mayor and Council any patterns which may merit further examination.

§ 39-7. Membership; terms of office; meetings; officers.

- A. There is hereby created a Police-Civilian Internal Affairs Review Commission consisting of seven (7) voting members to be appointed by the Mayor with consent of the Council. All members shall be residents of the City. Six (6) members shall be citizen members and one (1) shall be a member of the Mechanicville Police Benevolent Association (PBA) who shall be recommended by the PBA to the Mayor for appointment. Members shall, to the extent possible, be representative of the City's diversity of neighborhoods, races, and cultures, abilities, incomes and sexual orientations. No City Council members shall serve on the Commission.

- B. The original appointments to the Commission by the Mayor of the six (6) citizen members shall be for terms of one (1), two (2) and three (3) years, as designated by the Mayor. Thereafter, citizen members shall be appointed for a three (3)-year term.
- C. The original appointment to the Commission by the Mayor of the Mechanicville Police Benevolent Association representative shall be as recommended by a majority PBA vote, and he or she will serve one two-year term. No PBA member shall serve more than two (2) consecutive terms. No member of the PBA or his or her immediate family shall be eligible to serve as a citizen member.
- D. The Commission shall meet a minimum of quarterly and up to twice a month as determined by a majority of the Commission. The Commission shall elect a Chair and Vice Chair to preside over its proceedings and shall also elect a Secretary who will be responsible for the minutes of Commission meetings. The Commission Chair shall be elected from among the citizen members. Any costs associated with Commission minutes or paperwork involved will be borne by the Department of Public Safety.

Community Based Outreach

The Mechanicville Police Department prides itself in Community-Based Outreach. Current collaborations include organizations that provide programs and activities within our community so that local participants may have access to services and information intended to create healthy community behaviors. Such collaborations and organizations include:

- The Mechanicville Area Community Services Center: Delivery of food to homeward bound Seniors, partner to provide Domestic

Violence Training and services for DV victims and Mental Health needs.

- The Mechanicville City School District: Participates in Active Shooting Scenarios, Youth Police Collaboration, Halloween Trunk/Treat, Provides support at sporting events.
- The Mechanicville District Public Library: Coffee with a Cop, Storytime participants, Halloween Safety instruction.
- Mechanicville Family Day Celebration provides a presence at the event, sets up a booth to distribute information.
- Mechanicville Stillwater Chamber of Commerce
- Mechanicville Stillwater Little League
- Mechanicville Stillwater Youth Soccer League
- Mechanicville Duck Day Event officers were participants in the Dunk a Cop booth.
- Mechanicville White Water Derby Event
- Mechanicville Housing Authority provides space as a questioning center for juveniles per NYS. Partners with MPD in providing security for the Housing Authority during Halloween. Partnered with MPD in the adoption of MHA Safety and Crime Prevention Program.

Recommendations

In conclusion of our findings the Mechanicville Police Reform and Reinvention Committee put forth the following recommendations for the Mechanicville Police Department.

- The Police Civilian Internal Affairs Review Commission will be restarted and the Mayor will exercise his authority and make appointments to be referred for approval by the City Council. The Committee, which was previously codified by the City, serves an important function which advances the purposes of Executive Order 203.

- The MPD Chief will provide semi-yearly updates to the community about the continued progress regarding police reforms and best practices.
- Encourage the Chief of the Mechanicville Police Department to continue to study and implement training and programs related to topics such as Diversity, Cultural Education and Bias.
- The Mechanicville Police Department will continue to work toward NYS Accreditation.
- The Mechanicville Police Department will maintain and update their own user friendly website.
- The Mechanicville Police Department will continue to promote community outreach.

We appreciate this opportunity to provide key details of what the City of Mechanicville Police Department is committed to serve the public in an equitable and just manner.

Attachments

Police Reform and Reinvention Collaborative Committee PowerPoint

Mechanicville Police Reform & Reinvention Collaboration Survey
Results