

Rutland City Police Commission
September 8, 2025

Present: Chairperson Pat Brougham, Commissioners Alis Headlam, Luther Brown, Peg Flory and Tony Romeo

Also attending: Chief Kilcullen, Commanders Whitehead, Prouty and Williams, Ryan Brady and Nate Thibodeau

Chairperson Brougham called the meeting to order at 6 PM following the Pledge of Allegiance.

Approval of the Minutes

Commissioner Flory asked for a correction to the minutes under Issues and Comments be made. She said she asked for either a stop sign or the brush to be cleared in the area. Commissioner Flory moved to approve the minutes with the addition of "clearing the brush." Luther seconded. Motion was approved 5-0.

Introduction/Recognition of Police Department Members

Chief Kilcullen administer the oath to Alicia Heater for her promotion to the rank of sergeant.

Chief Kilcullen administered the oath to Eric Morgano for his promotion to the rank of sergeant.

Chief Kilcullen administered the oath to Dan Blanchard for his promotion to the rank of corporal.

Chief Kilcullen read a note from Detective Steve Aldridge with the Bernalillo County Sheriff's Office in New Mexico after hearing a podcast with Commander Prouty and Joe De Sena, founder of the Spartan Race.

Chief Kilcullen continued with a note from John Rogosta, who had reported a stolen bike and had sent a thank you note to, at the time Corporal Heater, now Sergeant Heater, for her assistance and professionalism in recovering their stolen e-bike Tuesday.

Sgt. Heater also complemented Officer Dan Blanchard for assisting the DPW with water shutoffs on Baxter Street and who de-escalated a situation with one of the tenants. Sgt. Heater also complimented the efforts of Corporal McGuire who assisted with a runaway juvenile took the time to engage with the juvenile in a calm and respectful manner. Through patience, active listening, and genuine rapport building, he was able to establish a meaningful connection with the youth.

Also recognized were Officer Menjivar who had been seen securing a gas pump by a civilian and Commissioner Headlam recognized Officer Falco for his contribution to the dunk tank at National Night Out and she shared a wonderful conversation had with Officer Stewart who was praising the department and how pleased he is to be here.

Public Comment

Karen Manzano spoke regarding being the one that got the ball rolling with the ordinance, the littering ordinance language to be changed to include food, seeds, and nuts because of all the rats and the pigeons in town. She asked how enforcement's going to be handled saying the Mayor told her at an alderman meeting that it would be enforced. Karen added that she wants to have reasonable expectations and said it's more than one person, but the person that people know is Alexis Moore who walks around town with two big bags and puts piles of birdseed in the vacant lot and on the utility box across from City Hall by the hedge, plate-sized piles of peanuts and birdseed. It's all down the sidewalks downtown. It's in front of the church lot. She was screaming at me as I was walking my dog the other day across the street. I know that she has trouble, which I sympathize with, but an officer watched with Karen while Alexis pulled a bottle of water out of her bag and put it out for the birds. Karen doesn't have a problem with this because when rats eat poison, they have to have a drink before it kills them. The officer did talk to Alexis, but she gathered from him that there isn't much he can do.

Karen asked how is it going to be enforced and what can she reasonably expect? If she sees Alexis walking down the street with the bags or in the lot with birds all over, does an officer have to see her throwing stuff on the ground? Chief Kilcullen said officers have to develop probable cause to charge her and that's not always that easy. It is likely that if we see her and she has birdseed in her backpack and there's birdseed on the ground and there are a lot of birds around, it is very possible, if not likely, that she put it there. But absent, it's tough. Witnesses certainly help a lot. Chief Kilcullen said, short of a witness, I would say if you see her and she's clearly throwing seed out, birds are around. Don't put yourself in any position where it's going to be confrontational, but call us. It's someone actually seeing her violating the terms of the ordinance where we can potentially issue her a ticket. And with our local ordinance violations, again, it's a ticket and then she would have the right to appear at some point and she's entitled to due process, but it could result in a fine. And again, that's the process. The ticket process was explained. Chief Kilcullen said he will follow up with the clerk's office to get a copy of the final version of the ordinance that became effective August 29.

Karen said Alexis is not the only one and she didn't want to blame everything on her. She added that she appreciates the police presence at the transit center, and heard a lot of comments about the bike patrol officers over the summer. Thank you.

Communication from the Union

Officer Rice said things are pretty good. It's a good thing when I'm not here.

Commanders' Reports

Commander Prouty said we're getting closer to our completed situation room upstairs. We've ordered furniture and that will take a couple weeks, but it looks great upstairs. Sgt. Morgano has been leading up direct patrol detail at the Transit Center and the bike patrol is downtown. We're getting positive feedback from those efforts. The mayor asked Commander Prouty to take his spot on the opioid settlement advisory committee, so he is doing that now. Starting the 17th of September organizations from all over the state will be determining how the opioid settlement funds will be dispersed and that's going to take up a little bit of his time. The situation table is

still meeting every Wednesday. There are currently 31 situations, and that is just since April. So that's running strong. This coming Thursday Project Vision is hosting an organization showcase. On Thursday The Honor Roll bike group came through the Academy. The outreach multi-Purpose Vehicle has been built and the next initiative that he is working on, similar to the situation table, same group is a provider referral platform that they want Rutland to pilot for the state.

Commander Williams So recruiting, we have seven people that have applied that we've scheduled for the Academy now has a written entrance test that didn't up until about 30 days ago. It's one step that people have to do and the physical test. We have some people waiting to do that. We don't interview anybody until they pass both of those things. We interviewed one fellow last week and sent him up the background. But nobody is scheduled for interviews at this point. There are currently four people in the background process. One has passed the polygraph, which is the big one, and usually, if they get through that, then there is a 90% chance at that point of making it to the end. Two additional polygraphs are scheduled for the end of this month. We're doing our annual use of force in tactics training. The Law Criminal Justice Council requires that we do four hours refresher every year. We've also tacked on an additional three hours of low light firearms training, which is not something that a lot of other departments are doing. We do three hours a year.

Commander Whitehead discussed the results for the speed cart, which lived in front of Alis' house for a week and a half. He emailed those to her. It's 18 pages long. He highlighted a few things in the report. Commissioner Headlam said one thing that the one takeaway for me is, and I loved having the speed card there. The speed cart actually caused people to go slower. But the one takeaway that I have is that the perception that you have when you're on the ground of the speed of the drivers that are going by, it feels like they're going a lot faster than they actually are. And so that was an aha moment for me.

Commander Whitehead continued his report saying Officer Shum, who is field training right now, was moved from days to nights to continue his appeal process. Officer Beverly, who is also field training, went from nights to now on days to continue his field training. He should be signed off coming up, I would say, in the next probably month, month and a half maybe, so he'll be on his own, hopefully within that timeframe. Officer Olson is at a designated marksmanship training down in Shaftesbury. We just did a two week Labor Day campaign, highway safety campaign, where we did 19 saturated patrols, 165 vehicles were contacted, 14 arrests and 35 tickets. The more we participate in those we actually are able to get some funds back to get equipment. If we participate, it comes back to us eventually, which is nice.

Mapping Update

Nate presented the mapping update for August. The instant volume actually decreased from July, which last year that did not happen at all. Last year had 15,136 calls, and August, 1,662, and this year, in July, you had 1,712, and there's an actual decrease which could be because of all the directed controls that are happening. Last year for total 11,553 is a total so far this year we're at 10,452 those numbers include the proactive police work. In 2025, 11,553 so only 27% decrease from the previous year, so a couple months ago, and the total for last year was 16,060. He imagines with all the proactivity that's happening, you're going to see the call complaints. So,

these are the individuals calling in, and this is more of the criminal side, homicide, robbery, aggravated assault, stuff like that. Homicide year to date, you had one call for that. Assault domestic calls up 80% 2025, 47 and 2024 26. Another one that is up is aggravated assault. These are just calls coming in, and that's how they're labeled when they first come in. Nate discussed the difference in call types for Spillman. Larceny from person that one is going up in year to date and retail theft actually gone down 3% got 259 this year and last year is that 268.

Nate also discussed the difference between attempted and committed with actual acts that have occurred, fully went through. So that have occurred and fully went through. They actually have been attempted but there's been a conviction. Year-to-date, most of those are down, except for like the drug offenses. And is there another one that went up just slightly? Burglary went up just very slightly. Drug related offenses are up 21% less more proactivity against that. Nate added the bike patrol because they have been doing that 2025, there have been 19 patrols in the last month and a half. Directed patrol is way up, 2025 at 526, direct patrols, 2024 you have 289, so they're doing great on that. There was a discussion of how effective the directed bike patrols have been and how they work.

Nate continued with traffic stops, that has also increased pretty good amount, 23% from last year. There was discussion regarding how this information shows positively highlights the work being done at the RPD.

An update was provided on activity that was reported under the bridge. VTrans, DPW and Vermont railway have in all connected. They are going to be constructing a fence, and there's going to be a bunch of work. Basically, they're going to take that wooded area between the River Street Bridge and Vermont railways property, and they're going to make that inaccessible for foot traffic. There were some logistics things with a manhole that they had to work out with public works. They didn't want to damage it, but so that's what's happening there. So, it's still in much in process.

Budget Report

Chief Kilcullen said at two months into the year, which is 16.67% and we are at 17.42% of the budget. He discussed how some line items are paid in the beginning of the year but that they catch up over the course of the year, so we're not too far one, just one other item I mentioned in terms of the budget. Chief Kilcullen discussed the asset forfeiture account, it's a program through the Department of Justice, and when we're involved in various investigations that might result in a seizure of some sort, and when that money is eventually forfeited, it becomes ours, or it's shared amongst the agencies that are involved in investigation, and we built that up over time. The purpose of it is to spend it. You're not supposed to really just accumulate it. You need to spend it. And so, one of the things we used it for was drug buys. We're conducting investigations using informants, or we're using the forfeited assets, to make those purchases. Unbeknownst to us, in March of 24 that change it became using it for drug buys. Drug buys became an impermissible expense. Again, that was we were not aware of that. And once we were made aware of it, we reached out to our rep and told them, and she told us to include that what we did spend on a particular line on the report that we do until I follow up with an email. So, we did, we did the report, included the line, the amount on the line, she told us included on

followed up with the with the and submitted that we got an automated response that said it's been received. I followed up with the email, told her, as reminder we did include that on this. We'll wait for further guidance, and then we got another email that said it's been received and accepted. You're in compliance. Now we're looking at how to use the money.

Chief's Report

Chief Kilcullen said since last month, we had a Project Vision meeting on August 17, we had a concerning canine behavior meeting on August 14. On August 19, a company called PACE scheduler provided a demo to us to really to scheduling software, and it's that could integrate with our time keeping system, and it could help with scheduling overtime. Drug Court was held September 2 with a graduation that day. September 4, he attended a rotary meeting and addressed rotary. Sgt. Morgano and Cpl. Rice went to in Buffalo for a train the trainer course in the bike patrol. There are six or so scheduled for a class schedule for October and we'll be purchasing additional bicycles to allow more officers on bikes at various times. Again, it's amazing the feedback we've gotten on them. On September 23 and 25th is the next fitness test to held either at the Rec or at the range. Chief Kilcullen will be on vacation starting the 17th, return to work on the 25th and then I'll be at a conference October 17-25th. The ICP conference training we completed recently. We had our first aid in CPR training held on August 11.

Chief Kilcullen continued saying the school resource officer, attended adolescent mental health for school resource officers, August 14 and 15th in Pennsylvania. Upcoming Training. There was patrol rifle training for officers Olson and Falco detective Stewart will attend a death investigation school in it's at the Fire Academy. And Corporal Lucia will attend training in New Hampshire. Sgt. Heater will attend Women in Command Training September 15 to the 16th in Massachusetts. Cpl. Tavares and Detective Jax will attend a training, Bridging Disciplines and Building Trust. The commanders and sergeants and our operations manager, Ryan Brady, will be attending a labor relations for management training. Cpl. Lucia and Commander Williams will attend a ballistic shield operator training in New Hampshire on October 17, Detective Stewart will attend a week long tactical medical provider training in Oswego, New York. He has the credentials, the prerequisite credentials for that also. October 20 to the 24th Commander Williams and Sergeant Dickerson will attend the FBI LEEDA, which is the law enforcement executive Development Association, their Executive Leadership Institute training. ACO Noah Sweeney will attend animal cruelty training on October 26. Cpl. Lucia and Sgt. Morgano will be instructing a Use of Force training Oct. 27-31. Cpl. Rice will attend the FBI LEEDA supervisor, in Worcester, Mass., Dec. 15-19th and Officer Dungal will attend the field training. There will be officer certification training from Jan. 20-23, 2026.

Chief Kilcullen said a grievance was settled. This was the corporal grievance, where there was back in 2016 there was a particular additional out of rank pay for corporals was negotiated out of the contract in exchange for a higher differential. There were some language that was inadvertently left in there, and it was, it was there for eight years before it became an issue. And so, two corporals who were new saw that and grieved that they were entitled to some additional compensation. Ultimately, we settled and agreed to provide a \$5,000 settlement.

Chief Kilcullen discussed the height requirement in our ordinances, not in charter. Fortunately, this is an ordinance, and the reason we noticed this was brought to our attention from Sgt. Morgano. We had an individual from out of state who reached out to us, looking to come to work here, retiring from an agency out of state. The ordinance for qualifications of police officers, every person to be eligible to appointment as a regular police officer must be able to read and write in the English language, must be not more than 45 years of age, be at least five foot eight, inches in height. We have a couple officers that are less than 5'8" and we need to amend the ordinance. He said there will probably be a request to refer to Charter and Ordinance Committee. Discuss regarding the age of retirement for a police officer was also discussed.

Issues and Comments from the Commissioners

Commissioner Romeo said I've had a lot of women that were very pleased to see the post on Facebook about being able to use out front here as a meeting place to sell things. And I know a couple of women that do a lot of garage sales and sell things online. Commissioner Romeo also mentioned Officer Olson went to scout camp and brought King Nash and I have three grandchildren, two grandsons and a granddaughter that was at that camp, and they really enjoyed the presentation that they provided, so just want to pass that along, still hearing good things about patrols and seeing cruisers in neighborhoods other than when something's happening.

Commissioner Headlam said she noticed a reference to administrative assistant, and then another place reference to executive assistant. Just clarifying, because we're talking about Mary Kay, right? The executive assistant, yes. So here it's administrative assistant, sure. Should that be changed? The line is administrative assistant is assigned out of the office of the Chief and answers directly to the chief police. And that says, during extended periods of the chiefs absent, he or she may designate a commander to serve as acting chief. Is that what normally happens then it's not you that decides who's going to be acting. Chief Kilcullen said during extended periods of the chief's absence, he or she may designate a commander. It's not referencing back to the administrative assistant. Commissioner Headlam discussed the that line red just said job descriptions. Commander Williams said he eliminated all of the job descriptions that they had included in here and just condensed it, because we have some descriptions. It just didn't seem to make much sense.

There was also a question regarding page five, unity of command number three says the principle of General Department authority shall be at all times in effect and subordinate employees shall follow lawful orders commands of all persons who are of a superior rank to them, regardless of assignment or chain of command. Doesn't chain of command imply superior rank, or superior rank imply there's a chain command. Commander Williams said if I'm the commander that is in an area, and I make an on the spot correction to somebody that is in the patrol division. I'm still a commander, even though I'm not his patrol division commander. So, the chain of command goes from the patrol sergeant to Commander. Okay, I'm still the ranking officer in that room at the time,

In regard to the Interdepartmental Communication policy, Commissioner Headlam found a couple typos and asked whether the complete manual could be in electronic format. There was discussion about how the manual would be updated and signed if only in electronic format. Discussion continued regarding the schedules and talking about all employees shall made

every reasonable attempt to have any problem or concerns they have resolved within their first line supervisor. They're going to their supervisor with information. Number three is saying the Supervisors also providing information. There was also discussion regarding the public internal affairs policy.

Executive Session

At 7:48 pm Commissioner Flory moved to go into Executive Session under 1 VSA 313 to discuss personnel and contracts that prior public knowledge would put the department at a disadvantage and invited the Chief and Commanders to attend. Commissioner Romeo seconded. Motion was approved 5-0.

Commissioner Headlam moved to exit Executive Session with no actionable items. Commissioner Romeo seconded. Motion was approved 5-0. Executive session ended at 8:46 pm.

Adjournment

Commissioner Romeo moved to adjourn. Commissioner Brown seconded. Motion passed 5-0. Meeting called to close at 8:47 pm.

Submitted by Barbara Spaulding

CC: Chief Brian Kilcullen
Mayor Mike Doenges
Police Commission
City Clerk Tracy Kapusta
Board of Aldermen
Union President