



# TOWN OF NEW MILFORD, CONNECTICUT INVITES CANDIDATES TO APPLY FOR:

## CHIEF OF POLICE



### WHAT'S INSIDE

- Community Profile
- Job Responsibilities
- About Police Dept.
- Ideal Characteristics
- Qualifications
- Challenges
- Opportunities
- Application Process



### COMMUNITY PROFILE

**All the benefits of a vintage New England lifestyle that few Connecticut towns can still offer.**

As the largest town in the state, (64 square miles), New Milford offers a broad range of housing options, recreational activities and business locations while retaining working farms and plentiful open space. Close to commercial centers such as Danbury, Stamford, Hartford, White Plains and New York City. New Milford has successfully retained the small-town charm that's missing from most modern suburbs. Within its quaint [Village Center](#), gourmet restaurants and interesting boutiques flourish among personal service providers and arts venues, for a relaxed atmosphere that can't be manufactured.

Pride is inherent in New England and New Milford is no exception. It's a special place with a special way of life – making it, not coincidentally, one of Connecticut's fastest growing communities in re-

cent years. But it's the sort of people we attract – and keep here – that help New Milford protect the special identity we enjoy.

Our population of nearly 30,000 represents a cross-section that's surprisingly diverse for this part of Connecticut: from cosmopolitan weekenders to multi-generational farmers; graphic designers to garage mechanics; long time residents to relocated corporate executives. Living in this gateway to New England, our citizens reflect its famous "Yankee" work ethic, sense of economy and efficiency, and active community involvement. New Milford boasts a high literacy rate, commitment to quality education, and a healthy percentage of household income devoted to discretionary spending.

New Milford's diverse population makes not only for a rich labor pool... but it also presents a myriad of opportunities for the retail & service sector – all across the price-point spectrum. Our business

community is strong and vibrant with new shopping centers either in development or actively under construction. Our large employers include New Milford Hospital as well as manufacturers such as Kimberly-Clark, Stratus Foods, Chemical Marketing Concepts, Neeltran, Inc. and Medical Instill Technologies.

Local government has been actively involved in projects to enhance the living experience here and our citizens share that commitment to the future. A new, state-of-the-art high school opened in September 2000. Other schools have undergone restructuring to help them meet the needs of our ever-changing student population. In addition to excellent public schools, New Milford is also home to Canterbury School, one of the nation's most prestigious private college preparatory schools

These are just a few reasons why the Greater New Milford area is more than a great place to work and do business it's a great place to live too.

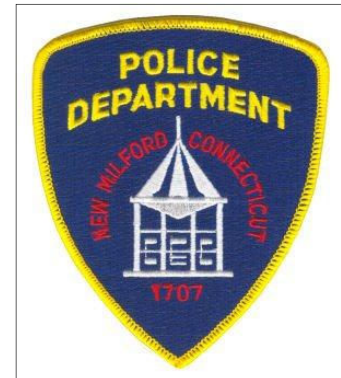
## **CHIEF OF POLICE—JOB RESPONSIBILITIES**

**Due to the number of retirements including command staff, the New Chief of Police will have the opportunity to assist in the reorganization of the department.**

Responsible for the total operation (planning, coordination and supervision) of the Police Department, including the organization, direction and control of all the department resources to preserve the peace, protect persons and property and enforce the law. Reports to the Mayor.

Responsibilities include but are not limited to:

- Provide leadership and management of department
- Promote and conduct training of officers
- Community policing and proactive crime prevention
- Management of the budget, capital expenses and all personnel
- Development of regulations, policies and procedures
- Research, apply and administer grants
- Administer Collective Bargaining Agreement



---

## **POLICE DEPARTMENT**

The New Milford Police Department is currently authorized for 49 sworn officers who include the Chief, Deputy Chief, Captain, Lieutenant, 8 Sergeants, 6 Investigators/Detectives (2 youth and 1 on the regional narcotics task force) and 31 police officers. The officers are represented by the United Public Service Employee's Union which does not include the command staff of Lieutenant and above. The civilian staff includes 8 Dispatchers, 3 Records Clerks, 1 Parking Enforcement Officer, 1 Evidence Technician and the Executive Secretary to the Chief.

The New Milford Police Department Budget for FY 2010-2011 is approximately \$4.4 million for operations,. The Town budget is about \$90 million with a bond rating of AA1. The Police Department has approximately 12 patrol vehicles, a special crime scene unit van, and vehicles for command staff. All of the patrol vehicles have mobile terminal units.

Some of the community programs include: School Resource Officer, Scuba Unit, Emergency Services Unit, Child Seat Safety Program, K-9, Reverse 911 & Neighborhood Watch Program.



## **Town Government**

The Town of New Milford has been established as a Mayor-Town Council form of government. The Town Council consists of nine council members exclusive of the Mayor. The Mayor shall appoint the Chief of Police for a definite term not to exceed 4 years with the approval of the Town Council. The Mayor can renew contracts with the Police Chief with the approval of the Town Council.

Departments working closely with the Police Department include: Human Resources, Youth Services, Senior Services, Social Services, Fire Marshal and Public Works.



---

## **Characteristics of the Ideal Candidate**

- A leader who inspires ethical, professional, honest, dedicated and loyal behavior
- Excellent communication skills with officers, staff, Town agencies, citizens, volunteer public safety groups, community agencies and schools
- Ability to improve service to the community through coordinated services of all public safety agencies
- Knowledge of CALEA accreditation process to implement appropriate policies, performance standards and accountability
- Strong people skills and public presence to promote community policing
- Ability to develop training programs for officers to promote new technology and programs
- An advocate for the Department by promoting the Department in the community and recognizing outstanding officers
- Understanding the concerns of citizens to handle quality of life issues such as speeding and loitering, etc
- Experience with small and medium size towns such as New Milford
- Ability to reorganize the Department and develop a succession plan
- Approachable, accessible and participatory in various community, school and business groups
- A Chief who maintains a management presence by attending roll call and being visible at major incidents or events.

---

### **Qualifications:**

Minimum qualifications require a Bachelors Degree in Criminal Justice or related field (Masters & FBI Academy type training preferred). Candidates must possess a minimum of 15 (fifteen) years of law enforcement experience with a minimum of 5 (five) years of command experience (command experience is equivalent to a position of Captain and above in the New Milford Police Department). Experience desired in labor relations; community policing; public administration principles; police communication systems; youth programs and law enforcement policies and procedures. Must possess a valid Driver's License and CT Post Certification as Police Officer or ability to obtain certification.





## **Challenges and Opportunities**

- The Department is experiencing retirements of command staff and officers so the new Chief will need to hire and promote a command staff and hire new officers (testing has been started)
- The new Chief will also have the opportunity to determine the structure of command staff
- Dispatch is under review for equipment and operational upgrades
- Future needs of the Police Department will include a review of the Police Facility.
- Police union contract is awaiting arbitration decision
- New Milford is ready for growth when economy recovers due to newly opened Route 7 expansion and the possibility of passenger train service
- Ability to maximize budget dollars to meet the increasing need for service
- Challenge of Town with 64 square miles with 3 separate types of areas, downtown/village, suburban and very rural areas that need to be patrolled
- Balance the need to enforce a number of local ordinances as desired by the citizens within the civil process required
- Assess School Resource Officer Program.
- Work in conjunction with three volunteer Fire Chiefs, Ambulance Chief (paid and volunteer staff) and the Civil Emergency Response Team



## **Compensation and Application Process**

The starting salary for this position is negotiable depending on qualifications & experience - (Salary Range-\$ 82,000-\$108,000) plus:

- Negotiable benefit package
- Four year contract
- IACP Membership
- Prefer candidates to move into town within one year of appointment

For more information see the Town web site: [www.newmilford.org](http://www.newmilford.org)

New Milford is an EEO/AA/Equal Opportunity Employer

Deadline for application is 7/12/2010

If you meet these qualification and want to be considered for this challenging Position of Chief of Police for the Town of New Milford, please mail or email your resume and cover letter immediately to:



**Ms. Randi Frank**  
**Slavin Management Consultants**  
3040 Holcomb Bridge Road Suite A-1  
Norcross, Georgia 30071-1357  
[slavin@bellsouth.net](mailto:slavin@bellsouth.net)  
[www.slavinweb.com](http://www.slavinweb.com)  
Phone 770-449-4656  
Fax 770-416-0848  
Ms. Frank is located in CT and can be reached at:  
[rfrank05@snet.net](mailto:rfrank05@snet.net)  
[www.randifrank.com](http://www.randifrank.com)  
Phone 203-284-3707