

Town of Stillwater, NY

Police Commission Charter

Objectives of the Police Commission:

Review department policies and procedures.

Assist the Chief In coordinating the activities of various divisions, such as patrol services, sworn officers and civilian staff and to assure that the department has the necessary resources within budgetary guidelines.

Commission Members:

Commission Chair (Police Commissioner), 2 Commissioners at large, Town Board Liaison

Roles and Responsibilities:

The Police Chief should work to develop positive relationships with their communities and collaborate with other government entities, including the district attorney's office, state and county police departments and federal agencies. The Commission may assist as requested.

Commissioners are responsible for reviewing and approving all department policies and procedures. Commissioners may review the departmental budget in collaboration with the Police Chief.

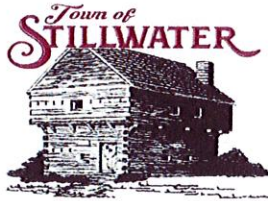
The development and enforcement of department policies and procedures is the responsibility of the Police Chief. All disciplinary actions within the department will be at the discretion of the Police Chief in accordance with established departmental policies and procedures.

The Police Commission may convene in any disciplinary action regarding employees at the request of the Police Chief, the Chair of the Commission or the Town Supervisor.

The Commission may be called upon to review, discuss and make recommendations regarding any conflict between a citizen and a member of the police department.

The Commission is to hold regular meetings to discuss community concerns and policy issues related to law enforcement, as required or deemed necessary. The call for a meeting of the Commission may be at the request of the Town Supervisor, the Police Chief or the Chair of the Police Commission.

The Police Commission may be tasked with recommending the appointment of a police chief and determining compensation for police department employees.



Police Commission Charter

The Police Commission members may or may not have experience in law enforcement. members may come from a wide range of backgrounds. Police Commissioners must be residents of the Town of Stillwater, NY. Appointments will be made by the Town Supervisor who will in turn notify the Town Board of such action for review and approval.

The Chair of the Police Commission, Police Commissioner, will be responsible for the coordination of all activities of the Police Commission, including documentation of all Commission actions and the reporting of all actions to the Town Supervisor.

Minutes of Commission meetings and actions will be reported and distributed to the Town Supervisor and members of the Commission.

Due to the sensitive nature of some of the information discussed and actions taken, disclosure of these proceedings will be at the discretion of the Supervisor.

The terms of service/appointment of the Chair of the Police Commission and Commission members at large will be in accordance with the Town Board.

Upon appointment, members of the Police Commission will, at their earliest convenience, report to the Town Clerk or Deputy Town Clerk to have the oath of office administered and be recorded.

All Commissioners will perform their duties and responsibilities in a fair and objective manner regardless of any political affiliation.

The Police Commission Charter should be reviewed every two years. The Charter may be amended whenever changes are made and approved by the Commissioners.

Reviewed and Approved: July 23, 2020

Revised and Approved: October 27, 2021

Revised and Approved: January 14, 2022

Revised and Approved: January 18, 2023

Revised and Approved: July 31, 2024

Reviewed and Approved: April 16, 2025

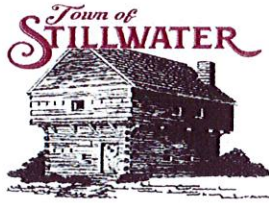
Signed copy on file.

John Nett

Chair, Police Commissioner

Edward Kinowski

Town Supervisor



Town Law Section 150

Establishment of town police departments

The town board of a town in which such a police department has been established at any time by resolution may establish a board of police commissioners for such town and appoint one or three police commissioners who shall at the time of their appointment and throughout their term of office be electors of such town, and who shall serve without compensation, and at the pleasure of the town board. If the town board shall appoint only one such police commissioner, it shall in addition designate two members of the town board to serve as members of such police commission. The town board may also by resolution designate the supervisor to serve as police commissioner, and when so designated, such supervisor shall have all the powers of and perform the duties of such board of police commissioners. When either of such boards of police commissioners shall have been established or supervisor designated as police commissioner, such board of police commissioners or police commissioner shall have and exercise all the powers relative to police matters conferred upon the town board pursuant to this article. The town board may by resolution at any time abolish such police commission or revoke the designation of such supervisor as police commissioner and thereupon the town board only shall exercise the powers conferred upon it by this article.

3. The town board of a town, upon establishing or abolishing a police department, shall notify the commissioner of the division of criminal justice services of such action within thirty days thereafter.