



Town of Waterford, Connecticut, Police Commission Special Meeting Agenda

Police Department Executive Conference Room

3/4/26 5:00 pm

Pledge of Allegiance

1. Call to order and establish quorum
2. Public Comment
3. Executive Session for Police Chief candidate interview
4. Consider and take possible action on the selection of the Chief of Police
5. Board of Police Commission Statement on action taken
6. Adjournment

Chief of Police Selection Process

Purpose: To outline the procedure for appointing/hiring a new Chief of Police for the Town of Waterford Connecticut Police Department

To outline the procedure for appointing an Interim Chief of Police should the existing Chief of Police retire, separate from employment for any reason, or is deemed unable to perform the duties required.

To detail the criteria for application and potential promotion from within the agency and to detail the criteria required should it be necessary to seek a Chief of Police from outside the agency. This may refer to candidates within the State of Connecticut as well as nationwide if so desired.

Chief of Police: The Board of Police Commissioners ("Board") will first consider internal candidates that meet the criteria set forth below. If no suitable candidate is identified, the Board will then consider external candidates, taking into consideration what is best for the members of the agency as well as the Town of Waterford.

Internal Candidates Required:

- Bachelor's Degree related to Criminal Justice or Public Safety Administration
- Must hold/held a promoted rank as a Division Commander for a minimum of two years
- Continued police service of at least fifteen years
- Police Officer Standards and Training Council (POSTC) Certified
- Valid Connecticut driver's license

Internal Candidates Preferred:

- Master's Degree related to Criminal Justice or Public Safety Administration
- FBI National Academy or similar advanced training

Interested candidates will notify the Board in writing of their intent to be considered for selection as Chief of Police and will submit all requested documentation as requested by the Board, which may include an updated resume and biography that outlines/illustrates qualifications.

Upon identifying all candidates from within the agency that wish to participate in the selection process and meet the required criteria, the Law Enforcement Council of Connecticut or other organization in contract at the time, will be notified that a Chief of Police selection process is being started by the Town of Waterford. The organization will be asked to organize a Chief of Police oral board interview process.

Upon completion of the external interview process, the Board will obtain the results and consult with the Waterford Human Resources Director and Town Labor Attorney, if so desired, before initiating an interview process with the candidates advancing in the process.

To advance through this part of the process, all candidates shall have received a score or combined score of 80 and above.

If the existing Chief of Police is still active, an interview with them shall be held in executive session for the purpose of evaluating potential candidates. If the Chief of Police is no longer available, the Board will meet with senior ranking officers who hold the rank of Lieutenant or above for additional perspective.

Upon completion of the oral interview process, the Board may decide to appoint an Interim Chief of Police for a set probationary period before consideration of full appointment, appoint an Interim Chief during a period in which the Board explores Connecticut certified external candidates or selects an Interim Chief of Police while a larger search is conducted.

Any internal candidates selected as Interim Chief of Police will coordinate with the Waterford Police Union, the First Selectman and the Human Resources Director to finalize a Memorandum of Understanding in regards to compensation.

If no internal candidates are identified, a statewide/national search may be conducted. The posting will consist of the Town of Waterford Chief of Police job description and any other relevant details as determined by the Board and the Human Resources Director. The following criteria will be required for external candidates:

External Candidates Required:

- Bachelor's Degree related to Criminal Justice or Public Safety Administration
- Must hold/held a promoted rank as a Division Commander for a minimum of two years
- Continued police service of at least fifteen years
- POSTC Certified or the ability to become certified before employment
- Valid Connecticut driver's license or the ability to obtain one before employment

External Candidates Preferred:

- Master's Degree related to Criminal Justice or Public Safety Administration
- FBI National Academy or similar advanced training
- Experience in Police Administration

Candidates who are interested will submit the application through the Town of Waterford Human Resources Department.

After obtaining all valid applications as detailed in the job posting, the Board will follow the process as detailed for internal candidates to include external interviews, Board of Police Commissioners interviews and consultation with the Chief of Police and/or Lieutenants, the Human Resources Director and the Town of Waterford Labor Attorney, if so desired.

The Waterford Board of Police Commissioners reserves the right to make necessary changes to this process as long as they discuss and approve the changes in public at a properly advertised public meeting.

TOWN OF WATERFORD

CHIEF OF POLICE

Board of Police Commissioners
SUPERVISOR

N/A
CLASSIFICATION

Board of Police Commissioners
REVIEW AUTHORITY

Police Department
DEPARTMENT

A. PURPOSE OF POSITION:

The Police Department is responsible for the preservation of the public peace, prevention of crime, apprehension of criminals, regulation of traffic, protection of the rights of persons, protection of property, and enforcement of the laws of the State and ordinances of the Town. The Chief of Police is responsible for the overall administration of the department, long range planning and coordination of the department's operation and personnel. The Chief of Police must work in liaison with other town departments, as well as State and Federal agencies, to assure the responsibilities of the department are clearly met.

B. SUPERVISION RECEIVED:

Generally works under the direct supervision of the Board of Police Commissioners, who establishes policy and monitors management functions; and the administrative supervision of the First Selectman as set forth in Town Charter 3.2.5, and at the direction of the First Selectman in a declared state of emergency, in accordance with Town Ordinance 2.108.030.

C. SUPERVISION EXERCISED:

Supervise all personnel assigned to and total operation of the Police Department. Has complete authority for budget control and decision making for all phases of the department's operation.

D. EXAMPLE OF DUTIES:

1. Directs and coordinates the day-to-day operation and activities of the department and reports on such operation to the Board of Police Commissioners, as required.
2. Supervises all employees of the department and plans, organizes, assigns and generally reviews all work.
3. Initiates and carries out a continuing program for instruction and training of personnel for the department.
4. Prepares and manages the total budget of the department.
5. Develops and preserves a system of records with respect to law enforcement and other activities of the department such as personnel, communications, etc., and render a monthly report to the Board of Police Commissioners, with respect thereto.
6. Personally direct the responses to and the investigation of major crimes or incidents as they occur.

7. Maintains a working relationship and communication with Town, State, and Federal officials, departments and agencies to assure proper handling of common interests.
8. Serves as third-in-command of all local government functions and public safety facilities, including school facilities and personnel, in the event of a declared disaster, as per Town Ordinance 2.108.030 and serves as a member of the Emergency Management Advisory Council, as per Town Ordinance 2.108.050.
9. Attends various town, state and national meetings and seminars to stay abreast of modern management and operational techniques.
10. Disciplines personnel as may be necessary and reports any neglect of duty or violation of rules and regulations to the Board of Police Commissioners.

E. MINIMUM QUALIFICATIONS (Knowledge, Skill & Ability):

Evidence of demonstrated leadership and administrative ability with knowledge of modern police administration is essential. Must exhibit creative leadership and be thoroughly familiar with state-of-the-art law enforcement techniques. Must have a thorough knowledge of local, state and federal laws. Must have an understanding of government operations, be able to work within a municipal budget system and have knowledge of its purpose and goals. Must have the ability to administer police rules, regulations and policies within the limitations of a labor contract. Must be capable of carrying out responsibilities under extreme pressure of emergency situations. Thorough knowledge of citizen's rights and privileges under the Constitution, ability to read and interpret rules, regulations, laws and court decisions. Must have the ability to command respect and provide direction to subordinates. Ability to communicate effectively with associates and general public.

F. PHYSICAL DEMANDS/WORK ENVIRONMENT:

Must be able to pass a rigid physical examination and meet the physical demands of the Police Department. Must have the physical stamina to properly function under stressful conditions.

G. EDUCATION AND TRAINING:

Must have a Bachelor's Degree in Public Safety Administration, Criminal Justice, or a related field and a minimum of fifteen (15) years' experience in a law enforcement agency, with a minimum of two years in a division commander position. Must be certified under the Police Officer Standards and Training Council (POSTC) and have a valid Connecticut motor vehicle operator's license, or the ability to obtain one prior to employment. A Master's Degree related to Public Safety Administration or Criminal Justice, FBI National Academy or similar advanced training, and/or experience in police administration is preferred. Any equivalent combination of training and experience which provides the required skill, knowledge and ability, may be considered at the discretion of the Board of Police Commissioners.

January 16, 2026

Christine Walters
Director of Human Resources

Mrs. Walters,

I am writing to formally express my interest in the position of Chief of Police for the Waterford Police Department. With nearly twenty years of progressive law enforcement experience and diverse knowledge, I bring a comprehensive understanding of operational command, organizational leadership, and strategic administration. My career has been guided by a commitment to ethical policing, accountability and service to both the officers I lead and the community I serve.

My interest in this position stems from a desire to lead a department with professionalism, transparency, and a forward-looking vision. The role of Chief of Police offers the opportunity to continue to shape organizational culture, mentor future leaders, and strengthen partnerships. The agency is well situated to continue growth and development and I am excited to be considered for the position to lead such a dedicated team. I am committed to fostering a department that values employee wellness and community engagement while also adhering to the principles of constitutional policing. Serving as Chief of Police would allow me to apply my experience, education, and leadership skills to advance public safety while maintaining the confidence of the community and the department.

I meet the education and training requirements of the position through a combination of advanced academic qualifications, executive-level training, and command experience. I hold a Master's degree in Criminal Justice with a concentration in Public Safety Administration and a Graduate certificate in Criminal Justice Education, providing a strong foundation in organizational leadership, policy development, and public safety management. I am also a graduate of the FBI National Academy, where I completed intensive executive training in leadership, law enforcement strategy, and interagency collaboration. With four years of experience as a Division Commander in both the Patrol Division and Administrative Division, I have applied my education and training to oversee personnel, operations, and administrative functions. Together, my education, specialized training and leadership experience align with the education and training components required of the Chief of Police.

Respectfully,

David P. Ferland

DAVID P. FERLAND

Waterford, CT 06385

SUMMARY

Dedicated officer with over 19 years of law enforcement service holding various leadership positions. Committed to the career development of self and others to ensure the professional delivery of services to the community. Experienced supervisor with a passion for transparency and accountability, and a commitment to doing what is in the best interest of the community.

EDUCATION & TRAINING

Master of Science: Criminal Justice: 2022

Southern New Hampshire University

- Concentration in Public Safety Administration
- Core classes in Ethical Leadership, Public Safety Administration, Strategic Management, Data-Driven Decisions in CJ, Conflict Management, and Assessing Organizational Performance

Bachelor of Arts: Sociology: 2012

Eastern Connecticut State University

- Core classes in Law in Society, Sociology of Mental Illness, Crime and Media, Methods of Research, and Statistical Data Analysis

Associate of Science: Criminal Justice: 2004

Three Rivers Community College

- Core classes in Police Organization and Administration, Interpersonal Dynamics, Sociology, and Psychology

PROFESSIONAL DEVELOPMENT

FBI National Academy

- Executive-level leadership program for law enforcement managers (2023)

Graduate Certificate in Criminal Justice Education

- University of Virginia School of Continuing and Professional Studies (2023)

WORK EXPERIENCE

May 2022-
Present

Lieutenant- Waterford Police Department, Waterford, CT

- Administrative Lieutenant tasked with development of department policy in accordance with POST mandates and legislation, preparation and management of department budget, payroll processing and scheduling, and supervision of Support Services sworn and civilian personnel (*June 2023-Present*).
- Patrol Lieutenant assigned to lead and manage uniformed patrol responses, personnel assignment through analytics of crime trends, resource and budget management, incident command for major incidents, and strategy development (*May 2022-June 2023*).

November 2018-
May 2022

Sergeant- Waterford Police Department, Waterford, CT

- Administrative Sergeant tasked as the Accreditation Manager, assisting with updating and development of department directives, and Chairperson of the Use of Force Review Committee (*February 2021-May 2022*).
- Training Sergeant entrusted with the administration of the recruiting and selection process for hiring of new officers, coordination and supervision of the Field Training Program, development and review of training curriculum, and

maintaining POST certification records for all personnel (*February 2019-February 2021*).

- Patrol Sergeant managing officer response and investigations to calls for service, addressed concerns and complaints of citizens, conducted conflict management efforts between employees, and mediated officer behavior issues through counseling, training, and/or discipline (*November 2018-February 2019*).

January 2016-
November 2018

Evidence Officer/Court Liaison-Waterford Police Department, Waterford, CT

- Developed partnerships with various court personnel and State of Connecticut Forensic Laboratory personnel.
- Facilitated information sharing and administrative reporting procedures between the department and judicial system.
- Initiated the use of an electronic barcode system for identifying and tracking items of evidence to increase accountability.
- Implemented process updates to increase efficiency of evidence retention and destruction procedures.

July 2013-
January 2016

Patrol Officer- Waterford Police Department, Waterford, CT

- Responded to calls for service within the community, both in standard and emergency situations.
- Proactively patrolled assigned area of responsibility to prevent and enforce crime.
- Served as a Field Training Officer for new Officers.
- Completed detailed casework in a timely and professional manner.

June 2006 -
July 2013

Police Officer- New London Police Department, New London, CT

CERTIFICATIONS

Field Training Officer

- Responsible for the training, development, and evaluation of new officers of the Waterford Police Department

POST-C Instructor

- Certified Police Instructor in Impaired Driving, Human Relations, Cultural Awareness & Diversity, Procedural Justice, Implicit Bias, Fair & Impartial Policing, Crimes Motivated by Bigotry or Bias, Use of Force, and Use of Less Lethal Force (Taser).

Accident Investigation Team

- Serves as a certified Accident Reconstructionist in the investigation of motor vehicle accidents involving death or serious physical injury

Drone Pilot

- Certified FAA Part 107 Unmanned Aircraft Systems Pilot and Drone Program Manager.

PROFESSIONAL MEMBERSHIPS

- International Association of Chiefs of Police (IACP)
- FBI National Academy Associates, Inc. (FBINAA)

AWARDS

- Mothers Against Drunk Driving (MADD) Award, 2008, 2010
- Chief's Recognition Award, 2024