

**BOARD OF POLICE COMMISSIONERS
MEETING MINUTES
WEDNESDAY, SEPTEMBER 19, 2012
AT POLICE HEADQUARTERS**

PRESENT:

Commission: Chairman Ametrano, Commissioner Carlson, Commissioner Cole, Commissioner Hedberg
Excused: Commissioner Trotta

Police Department: Chief Terribile, Deputy Chief Hutchinson
Lucy Krauchick, Clerk of the Board

Union: Fred Hill, Union President, Mark O'Connor, Union Steward

Public: Ray Luden, Melissa Shaw, Robert Smith, Carolyn Stapleton, George Mack

Meeting called to order by Chairman Josheph A. Ametrano at 5:30 PM.

1. Approval of Police Commission meeting Minutes of Wednesday, August 15, 2012.

Chairman Ametrano asked for a motion to approve the meeting Minutes of August 2012 as presented.

Motion: Motion made by Commissioner Cole, seconded by Commissioner Hedberg, to approve the meeting minutes of Wednesday, August 15, 2012, as presented.

All in favor: Chairman Ametrano, Commissioners Cole and Hedberg

Opposed: None

Abstained: None

Motion: Motion made by Commissioner Hedberg, seconded by Commissioner Cole, to add Item 4.1.5 H.V.A.C. Report to the Agenda under Facilities.

All in favor: Chairman Ametrano, Commissioners Cole and Hedberg

Opposed: None

Abstained: None

2. Public Petition/Commentary

Chairman Ametrano addressed the audience and opened the floor for discussion. Mr. Ray Luden, Resident presented a hard copy email to the Chairman of the Board. He discussed the email that he sent to the Chief. This was not included in the packet that he left for the Commissioners

prior to the meeting. Mr. Luden stated he was the spokesperson for a group of neighbors and he was here for discussion and a resolution regarding canine concerns within the neighborhood and in particular an incident report from July 19, 2012. He went on to say that this issue is about the safety of residents and the walkers in the neighborhood.

Mr. Luden referred to the complete incident report and said there were “misrepresented statements” within the report. He also said that he and Lt. Robinson had a discussion about the scope of the concerns about the dogs prior to this meeting and he was not satisfied especially upon reading the complete incident report. Discussion followed.

Chief Terribile replied that he and Lt. Robinson had discussed the conversation he had with Mr. Luden and it was the Chiefs’ understanding that the concerns had been satisfied and addressed. Mr. Luden immediately replied that was not the case. Chief Terribile stated that with this information set forth it would be his recommendation to begin an internal investigation in light of Mr. Luden’s allegations. Chief Terribile reviewed the process and the procedure of an internal investigation with Mr. Luden and the residents present in the room. The Deputy Chief stated that the Administrative Office thought this issue was about safety and concerns about the dogs but this is also about the details in a report and that changes things.

Discussion followed. It was agreed that the Chief of Police and his Administration will conduct an internal investigation in accordance to department procedures. Mr. Luden thanked the Board. He and the residents left the room at this time.

Commissioner Carlson arrived at 5:50 PM.

Chairman Ametrano opened the floor to Mr. George Mack, Resident. Mr. Mack stated his is a resident of Hemlock Avenue and the reconstruction of Hemlock Avenue is nearly finished and he applauds the Public Works Department for their efforts and work.

Mr. Mack discussed his concerns, in consideration of the widened roadway, regarding the 90 degree angle on the road and asked that Chevron signs be installed. Discussion followed. Commissioner Hedberg asked Mr. Mack where exactly is he asking that the Chevron signs be installed and Mr. Mack replied in both directions of the curve. It was discussed and the Traffic Committee along with the Chief of Police will research this request and report back with their recommendations.

Mr. Mack stated he had another issue regarding Hemlock Avenue and went into lengthy discussion regarding school buses speeding on the road and stated he had spoken to the bus company who alerted their drivers

to “stop it and slow down”. He said he was satisfied with the response of the bus company. Mr. Mack said there has been tremendous population growth in the area of Hemlock Avenue and Long Hill Road and traffic has greatly increased. He stated that cars and trucks are speeding on Hemlock Avenue and attributed this to the road repairs as well as the increase of traffic. He asked for an answer to regulations regarding 18 wheel trucks on Hemlock Avenue and tonnage Chief Terribile replied that this falls under state statute. Mr. Mack said there were restrictions at one time. The Chief disagreed and said there were never restrictions. Mr. Mack asked for the Board to intervene and help with the logging trucks on Hemlock Avenue and suggested someone call the logging and mulch company’s and alert them of his concerns and asked that someone help “find a solution”. Chief Terribile addressed Officer O’Connor who is assigned to that sector of Town. The Chief will have Officer O’Connor look into this matter.

Commissioner Carlson asked Mr. Mack if he might consider calling the company’s himself with these concerns. Discussion followed. Commissioner Carlson stated she understands the concerns and asked if the department could talk to the company’s and the Deputy Chief said they could have a conversation with them. Chairman Ametrano thanked Mr. Mack for his time and stated the department will look into these concerns and will report their recommendations to the Board.

3. Traffic

3.1. Parks and Recreation road closure request-October 28, 2012

Chairman Ametrano asked for a motion to approve the request.

Motion: Motion made by Commissioner Hedberg, seconded by Commissioner Cole, to approve the closure of Park Street on October 28, 2012 for the Guilford Parks and Recreation Department sponsored special event Halloween Party from 2:30 PM to 5:30 PM.

All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg

Opposed: None

Abstained: None

3.2. Vista Vocational Bike Ride request-October 21, 2012.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Hedberg, to approve the Vista Vocational Bike Ride on October 21, 2012 with a rain date of October 28, 2012.

All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg

Opposed: None

Abstained: None

3.3. Reconfigure Traffic Signal-Route 1 and Route 77.

Chief Terrible reported that a newer crosswalk sign (an updated signal) will be installed at the intersection of Route 1 and Route 77.

3.4. Three Mile Course-road closure request.

Chief Terrible reported that he has a meeting with a film production company, Production One Inc. on September 20, 2012 to discuss their request to detour traffic on Three Mile Course from Jacob Lane to A. W. Cox Elementary School because they will be filming at Medad Stone Tavern.

The Chief stated there is no possibility that the road will be closed. The meeting is to discuss the feasibility of directing traffic and how many officers will need to be hired to direct the traffic.

Commissioner Hedberg asked if this will become an issue with school bus traffic and Commissioner Carlson asked if the schools have been contacted.

The Chief replied that the meeting is for discussion of many of the questions from the Commission and the road cannot be shut down and one lane traffic is a possibility but this cannot jeopardize public safety. Chairman Ametrano asked that the Chief contact him with the outcome of the meeting and it was agreed.

4. Committee Reports

4.1. Facilities

4.1.1. Gas/Vehicle Report.

Chairman Ametrano thanked the Chief of Police for adding the mileage to the report as he requested at the August Board meeting. Chairman Ametrano stated that he can see this took a lot of work and said he does need the information monthly and the Chief can add this quarterly instead. It was agreed. Discussion followed regarding vehicle replacement and it was reported that Car 3 and Car 4 are the cars to be replaced with the new vehicles. The Chief

stated all is in order with gas/vehicle at this time.

4.1.2. Correspondence from Chief Terribile regarding the Weekly Building Inspection.

The Chief reported there were several minor issues that he saw which made it difficult for the custodial staff to clean and the issues were immediately resolved.

4.1.3. Drug Box Collection Unit.

Deputy Chief Hutchinson discussed a drug box collection unit and his research on the unit. A visual was presented to the Board prior to the meeting. The Deputy Chief explained the drug collection program was previously set in place annually and located at the Community Center. It has had a tremendous response. The Chief of Police said this unit is very secure and the Deputy Chief said the purchase would have a dual control so two department members would have to open the unit to dispose of the drugs collected. It was discussed that it would be secured and placed in the lobby at police headquarters. Discussion followed and recommendations were made regarding the line item for purchase of the unit within the current budget. The Deputy Chief stated this has been a very successful and active program in the past. It was agreed this program has impacted the youth in town by keeping these drugs out of their reach of children and ultimately promoting safety.

Motion: Motion made by Commissioner Hedberg, seconded by Commissioner Carlson, to approve the purchase of one Drug Box Collection Unit at the Guilford Police Department with funds from the D.A.R.E. account.

All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg

Opposed: None

Abstained: None

Chairman Ametrano suggested that when the unit has been installed at headquarters, the information be put up on the website and a press release be sent to the papers. The Chairman also recommended that a taping through G.C.T.V. be produced showing the public the unit and how to use it. It was agreed.

4.1.4. Chevy Patrol Vehicles Article (F.Y.I.)

The Deputy Chief reviewed an article provided to the Board

in their Commission packets regarding the new vehicles. Discussion followed and it was agreed that the purchase was the right vehicle for the department.

4.1.5 H.V.A.C. report.

Deputy Chief Hutchinson discussed the H.V.A.C. system replacement which is an approved capital line item within the budget. He stated that Mr. Steve Neydorf suggested that the department hire a consultant to research the building and equipment prior to going to bid. The Deputy Chief said it was recommended that the department use the same consultant that the Parks and Recreation Department and the Town Hall had hired. The Chief asked for a priority list. Discussion followed. It was agreed that an independent analysis should be conducted and Mr. Neydorf made a good suggestion. Chairman Amertrano asked if Connecticut Light and Power should come in and make recommendations and the Chief stated that had already taken place. Discussion followed regarding the recommendation of hiring a consultant.

Chairman Ametrano asked for a motion regarding at this time.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Hedberg, pending the review of the contracts at Parks and Recreation Department and the Town Hall and that the numbers are comparable in conjunction with the scope of the work and the pricing is correct, to approve the consultants that the Town as the Town hired to perform and analysis on the H.V.A.C. system.

*All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg
Opposed: None
Abstained: None*

4.2. Personnel

4.2.1. Chief Terrbile reported that Dispatcher Brian Esposito joined the department on September 17, 2012 and he welcomed Brian to the department.

4.2.2. M.A.C.O. reappointments (F.Y.I.)

Chief Terribile reappointed Kelly Pinette and Debra Volpe as Municipal Animal Control Officers.

4.2.3. M.A.C.O. mandatory training.

Chief Terribile reviewed state required mandatory training for Municipal Animal Control Officers.

4.2.4. Resignation of Patrol Officer (F.Y.I.).

Chief Terribile stated Officer Lemieux resigned in August 2012.

4.2.5. Department Goals

Chief Terribile reviewed department goals. Discussion followed. The Chief asked for input from the Board of Police Commissioners on department goals. The Board agreed to take this matter into consideration and report back to the Chief. Chairman Ametrano praised patrol for their increased visibility.

4.2.6. Grievance 2012-07-Extra Duty Jobs, Union.

Officer O'Connor, Union Steward presented Grievance 2012-07 on behalf of the Union contesting the procedure of an extra duty job. Chief Terribile presented on behalf of the town. Discussion followed.

Chairman Ametrano stated that the Board was ready to take action on this Grievance and asked for a motion.

Motion: Motion made by Commissioner Cole, seconded by Commissioner Hedberg, to deny Grievance 2012-07, Extra Duty Jobs-Union.

All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg

Opposed: None

Abstained: None

4.2.7. Grievance 2012-09-Extra Police Duty and Call-In Pay, Union.

Officer O'Connor, Union Steward presented Grievance 2012-09 on behalf of the Union contesting the procedure in a particular instance of extra police duty and call-in pay. Chief Terribile presented on behalf of the town. Discussion followed.

Chairman Ametrano stated that the Board was ready to take action on this Grievance and asked for a motion.

Motion: Motion made by Commissioner Hedberg, seconded by Commissioner

Cole, to deny Grievance 2012-09, Extra Police Duty and Call-In Pay, Union.

All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg
Opposed: None
Abstained: None

4.2.8. Grievance 2012-10-Fatal Accident Call In, Union.

Chief Terribile reported that the Administration and the Union try to come back with resolutions with Grievances whenever possible and with this in consideration the Union has agreed that Grievance 2012-10 will be back on the Agenda for report next month.

4.2.9. Grievance 2012-11-Holiday and Book Offs, Union.

Officer O'Connor, Union Steward presented Grievance 2012-11 on behalf of the Union contesting the procedure of recent Holiday and book off denials. Chief Terribile presented on behalf of the town. Discussion followed.

Chairman Ametrano stated that the Board was ready to take action on this Grievance and asked for a motion.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Hedberg, to deny Grievance 2012-11-Holiday and Book Offs, Union.

All in favor: Chairman Ametrano, Commissioners Carlson, Cole and Hedberg
Opposed: None
Abstained: None

Discussion followed regarding trends in overtime.

Commissioner Carlson was excused from the room at 7:30 PM.

4.3. Communications

4.3.1. Correspondence from Chief Terribile to Steven Page regarding approval-Fair Day Parade.

Chief Terribile stated he sent a letter to Steven Page to confirm that the Board approved the request for the Annual Fair Day Parade.

4.3.2. Correspondence from Olivia Jardine.

Chief Terribile sent correspondence in regard to a bus stop request received from Olivia Jardine that he researched and concluded it was a Board of Education matter.

4.3.3. Correspondence from Stan Kalitan.

Chief Terribile responded to Mr. Kalitan regarding his request for an increase in patrol presence in his neighborhood.

4.4. Budget/Finance

4.4.1. 2012/2013/ Budget Finance

Chief Terribile reported all is in line with the budget at this time.

5. Monthly Reports.

Chief Terribile entertained questions on the monthly reports. No discussion.

6. Old Business.

Chariman Ametrano acknowledged that the Kelly Mason Memorial Fundraiser will be held on Sunday, September 23, 2012 from 11:00 AM to 3:00 PM at Anthony's in New Haven. Commissioner Cole asked about the proclamation and the Deputy Chief replied that it had been received to the department and the document is scheduled to be delivered to the Mason Family.

7. New Business

7.1. 375th Celebration, Town of Guilford-Chief Terribile verbal report.

Chief Terribile said he met with Mrs. Anita Catardi regarding the 375th Celebration for the Town of Guilford and will continue to report to the Board the information that he received regarding the event and any outside services duties that may be required by the department.

8. Police Personnel Comments.

Fred Hill, Union President addressed the Board and referred to the meeting Minutes of August 15, 2012 of the Board of Police Commissioners paragraph 4.4.1. The Union President referenced the following, the turn back of funds and the cooperation of the Union and the Administration statement.

The Union President said that the cooperation that the Chief expressed was not a confirmation by the Union members that the decrease in manpower worked for them and in fact the manpower issue is a contentious issue.

The Union President then went on to say that the Union has put together a “Manpower Study Committee” in an effort to get back to the ideas of increasing manpower. The Union President said that when the committee concludes its efforts they present the study to the Board of Police Commissioners. Discussion followed.

Chief Terribile responded to the Union President’s presentation to the Board regarding the statement and manpower. He reported he has told the Supervisors over and over that if manpower is needed they can call in patrol. He would always support that decision and he referred the Board to staff meeting minutes that reflect this statement. The Chief said he has never refused an increase in manpower when necessary for monetary reasons.

The Chief said he has always prioritized the safety of officers and the safety of the public and went on to discuss call outs for extra patrol that have not been filled and the responsibility of the brother officer. The Chief said when this study is complete it should be brought to him before it goes to the Board. Chairman Ametrano addressed the Union President and said that he understands and a manpower committee study is fair but he encouraged him to present the completed study to the Chief of Police. Fred Hill said that when the committee concludes its efforts, the study will be directed to the office of the Chief.

Chief Terribile stated that when he spoke about the cooperation with the Union he was trying to be complimentary and was speaking on the cooperation of all Union Members. The Chief said this is a “superb department” with an impressive caliber of people and they have good training and they are good personnel.

Chairman Ametrano asked for a motion to adjourn.

Motion: Motion made by Commissioner Cole, seconded by Commissioner Hedberg to adjourn the meeting at 8:00 PM.

All in favor: Chairman Ametrano, Commissioners Cole and Hedberg

Opposed: None

Abstained: None

Respectfully submitted, Lucy Krauchick Clerk of the Board