

**MINUTES  
BOARD OF POLICE COMMISSIONERS  
REGULAR MONTHLY MEETING  
JULY 17, 2013  
5:30 PM AT POLICE HEADQUARTERS**

**Attendance:** Board of Police Commissioners: Chairman Hedberg, Commissioners Ametrano, Cole, Trotta and Carlson  
Department Members: Chief Terribile, Deputy Chief Hutchinson  
Lucy Krauchick, Clerk of the Board  
Public: Peggy Jones and Ed Jones, Laura Feinn

Chairman Hedberg called the meeting to order at 5:32 PM.

**1. Approval of prior meeting Minutes.**

**1.1. Approval of meeting minutes of Wednesday, June 19, 2013.**

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to approve the meeting minutes of Wednesday, June 19, 2013, as presented.*

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

*Opposed: None*

*Abstained: None*

**2. Public Petition/Commentary.**

Members of the community residing on Hoadley Creek Circle were given the floor by Chairman Hedberg. Peggy Jones presented her concerns regarding a recent traffic sign that was installed on Hoadley Creek Circle where she resides. The sign was installed at the cul de sac to alert motorists of the one-way direction around the center island. She stated that her neighbor Laura asked for signage but none of the neighbors on the small road knew anything about this and that she finds the sign to be ugly on a little New England Road. She said the sign is out of place and she and her husband have lived on Hoadley Creek Circle for over 30 years and there has never been a traffic issue. Laura Feinn stated that she is the only one living on that road that follows the traffic law and drives the right way around the island. Chairman Hedberg asked where each of the residents reside on Hoadley Creek Circle and discussion

followed. Visuals of the road and the cul de sac, including the island, were demonstrated and discussed as well as the electrical box and a large rock.

Commissioner Ametrano asked if there were any accidents on that road and the Chief replied no. Peggy Jones and Ed Jones talked about the difficulty of neighbors getting out of their driveway going the one-way route because of several obstacles on the road. Ms. Feinn replied that nobody should be allowed to drive the wrong way and she wanted to ensure that no accidents occur that could involve children or motor vehicles.

Chief Terribile took the floor and stated that he spoke with Mr. James Portley, Town Engineer about the road which was originally designed as one-way traffic around the cul de sac and not two-way traffic. He reported that once this issue was presented it is now the responsibility of the traffic authority to attend to the concern. Commissioner Carlson asked Peggy Jones for clarification on the issue at hand, is it that the sign is an eyesore or is it that the residents cannot get out of their driveways following the one-way route. Discussion followed and more visuals were demonstrated.

Chairman Hedberg stated that he drove to Hoadley Creek Circle and reviewed Laura Feinn's concerns and Chief Terribile did the same. The Chief stated that it is considered a rotary. It was decided that Ms. Feinn had legitimate concerns regarding the flow of traffic at the cul de sac and the decision was made that the sign was needed. Discussion followed regarding taking the island off the road all together but it was decided that was not an option. Commissioner Carlson stated that appropriate authorities were contacted and a decision had been made. Discussion followed. The Board agreed with the validity of the sign considering all discussion and recommendations. Board of Police Commissioners agreed no action would be taken regarding sign removal.

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Ametrano, to add Traffic Item 3.2. Citizens Parade to the Agenda.*

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

*Opposed: None*

*Abstained: None*

### **3. Traffic**

#### **3.1. Teamster Horsemen Motorcycle Ride-September 8, 2013.**

**Chief Terribile recommended the Board move to approve the request.**

**Motion:** *Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to approve the Teamster Horsemen Motorcycle Ride on September 8, 2013.*

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

*Opposed: None*

*Abstained: None*

**3.2. Request to hold the annual Citizens Day Parade on September 21, 2013.**

**Motion:** *Motion made by Commissioner Carlson, seconded by Commissioner Ametrano, to approve the annual Citizens Day Parade on September 21, 2013.*

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

*Opposed: None*

*Abstained: None*

**Chief Terribile discussed traffic at Guilford High School during the new school construction project and he will continue to update the Board.**

**4. Committee Reports.**

**4.1. Facilities**

**4.1.1. Gas/Vehicle Report.**

**Chief Terribile stated the report shows everything is on track and there are no issues.**

**4.1.2. In Car Video System**

**Deputy Chief Hutchinson took the floor and reported on the in car video systems which are approved budgeted items. He reported that the bid went out and two submissions were received. One specifically complied with the bid requirements and came in under budget. The Chief and Deputy Chief recommended to the Board to accept the Watchguard Video Car Dash Systems. The Board asked for specifics regarding the system. The Deputy Chief reported on the details of the systems.**

**Motion:** *Motion made by Commissioner Trotta, seconded by Commissioner Cole, to accept the bid from Watchguard for the purchase of the video car dash systems and to recommend approval by the Board of Selectman.*

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

*Opposed: None*

*Abstained: None*

#### **4.1.3. Disposal of Vehicles-GU2 and GU111.**

**The Chief and Deputy Chief recommended that fleet vehicles GU2 and GU111 be turned over to the Town of Guilford.**

*Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to turn over vehicles GU2 and GU111 to the Town of Guilford.*

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

*Opposed: None*

*Abstained: None*

#### **4.2. Personnel**

**4.2.1. NAGE Grievance 2013-05-Brian Esposito, Dispatcher as tabled last month.**

**It was agreed to table the Grievance until the next regular Board meeting.**

**4.2.2. FYI-Reappointments of Municipal Animal Control Officers.**

**Chief Terribile reported that Kelly Pinette Weady has been reappointed as the Municipal Animal Control Officer and Kacey Buckley was also appointed as the Municipal Animal Control Officer. Chief Terribile discussed moving forward with the Volunteer Program now that they are back up to full staff.**

#### **4.3. Communications**

**4.3.1. South Central Criminal Justice Administration correspondence thanking Lt. John Dunn for his participation at the Orange Police Department on an oral board.**

**Commissioner Carlson read from correspondence received from the Orange Police Department thanking Chief Terribile for Lt. Dunn's participation as a panelist for a sergeant promotion.**

**4.3.2. Thank you note received from Stacey Miller (Resident) to**

**Officer Massey for his support.**

**Commissioner Carlson read from a thank you note received from Stacey Miller to Officer Massey for his support to her aunt.**

**4.4. Budget/Finance**

**4.4.1. Budget Report 2013/2014.**

**Chief Terribile updated the Board on the 2013/2014 budget He reported everything is in order. The Chief stated he planned on giving a firm number to the Board regarding the monies going back to the Town but some blanket purchase orders remain open. He expects to report a firm number at next months meeting.**

**5. Monthly Reports.**

**Chief Terribile entertained questions or comments. There were none.**

***Motion: Motion to add to the Agenda under Old Business Item 6.1. Update on Police Department Website and Item 6.2. Update on HVAC System.***

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

***Opposed: None***

***Abstained: None***

**6. Old Business.**

**6.1. Update on Police Department Website.**

**Deputy Chief Hutchinson reported that Chief Terribile recommended mirroring the department website with the town website. The Deputy Chief contacted Town Hall and is moving forward on pricing. The Deputy Chief reminded the Board that two previous vendors had been contacted and those designs and prices were received. The Chief said they were looking for the best price for the job. Commissioner Carlson recommended the Deputy Chief look into a local College or University that offers website development and possibility of a stipend intern. The Deputy Chief will research that.**

**Deputy Chief Hutchinson reported on a recent meeting regarding emergency preparedness. Discussion followed.**

**6.2. Update on HVAC System.**

**Deputy Chief Hutchinson updated the Board on the studies conducted**

for the HVAC system which is a budgeted capital line item. Discussion followed. The Deputy Chief was in contact with the Energy Task Force. The Task Force has now recommended a consultant review the building and report on long term and short term needs. The Chief provided a brief history of the building and the HVAC system. The Deputy Chief recommended to move forward with this last consultant (the department has two previous consultant reports) and take the review and get the project completed.

**7. New Business.**

None.

**8. Police Comments.**

None.

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Cole, to adjourn the meeting at 6:40 PM.*

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

*Opposed: None*

*Abstained: None*

**Respectfully submitted,**

**Lucy Krauchick  
Clerk of the Board**