

BOARD OF POLICE COMMISSIONERS
MEETING MINUTES
December 17, 2014
5:30 p.m.
Guilford Police Headquarters
400 Church Street
Guilford, CT 06437

Present: Commissioners: Chairman Hedberg, Vice Chair Carlson,
Commissioner Trotta, Commissioner Mikolay,
Commissioner Chello

Department Members: Thomas A. Terribile, Chief of Police
Jeffrey C. Hutchinson, Deputy Chief of Police
Lucy Krauchick, Clerk of the Board

Chairman Hedberg called the meeting to order at 5:34 PM.

Chairman Hedberg asked for a motion to add items to the Agenda.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to add under Communications, Item 4.3.6 Burrow Family gratitude to department and 4.3.7. Thank you from Bill and Cindy Taft-Officer Williams, Officer Massey and Sergeant Brooks-Coppola and to add under Old Business Item 6.1. Chief Position.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

1. Approval of prior meeting minutes.

1.1 Approval of Police Commission meeting minutes of Wednesday, November 19, 2014.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Mikolay, to approve the meeting minutes of Wednesday, November 19, 2014 as presented.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

2. Public Petition/Commentary.

None.

3. Traffic.

3.1. Request for Traffic Signs completed (FYI).

Discussion took place regarding several traffic requests that remain outstanding and the length of wait time for these requests. The Chief will contact the Town Engineer and Public Works to discuss further. The Commission requested a list related to traffic be developed with the date, description, name of street and completion date. The Chief agreed.

4. Committee Reports.

4.1. Facilities.

There were no reports to discuss at this time. The Deputy Chief of Police reported on the progress of the HVAC system which is moving forward.

4.2. Personnel.

- 4.2.1. Grievance 2014-15.
- 4.2.2. Grievance 2014-16.
- 4.2.3. Grievance 2014-17.

Chairman Hedberg received communication from the Union President requesting that Grievance 2014-15, 2014-16 and 2014-17 be tabled and heard at the January 2015 meeting. The Chairman asked for a motion.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Mikolay, to table Agenda items 4.2.1. Grievance 2014-15, 4.2.2. Grievance 2014-16 and Grievance 4.2.3. Grievance 2014-17 to be heard at the January 2015 regular meeting.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

4.2.4. Grievance Update.

The Deputy Chief of Police reviewed the report presented to the Commissioners in their packets and discussed mediation.

4.2.5. POST report.

Chief Terribile reviewed the report from the Police Academy on the attending Officer. Officer Martone will graduate the Police Academy on Thursday, December 18, 2014. He will begin field training on Friday, December 19, 2014.

Discussion followed regarding the Police Candidates. The Deputy Chief reported that Mr. Tobin Carmody and Mr. Jared Dillon received final offers. Their employment will begin on Monday, December 22, 2014 and they will begin the Police Academy on Friday, January 2, 2015.

Commissioner Chello asked for clarification on the procedure of moving down the list. Chief Terribile and Deputy Chief Hutchinson reviewed rank order and the process for hiring.

Chief Terribile and Deputy Chief Hutchinson have reviewed the list from South Central Criminal Justice Administration (SCCJA) for candidate interviews and asked the Commission to setup a date for interviews. The Commission agreed to expedite the interview process.

4.2.6. Guilford Employees Association contract (FYI).

The Chief reviewed changes in the civilian's contract.

4.2.7 Chief of Police retirement letter.

The Chairman reviewed the correspondence which announced Chief Thomas A. Terribile will retire on March 31, 2015. The Commission spoke to the Chief on his forty years of service to the Police Department and gave accolades to his accomplishments and service to the Town. The Chief responded that it has been an honor to serve the Town of Guilford for forty years.

4.3. Communications.

4.3.1. Communication from Gunger Swertz thanking Officer Basimakopoulos, Officer Anania and Sergeant Brooks-Coppola.

Commissioner Mikolay read from the correspondence.

4.3.2. Communication from Commissioner Mikolay to Sergeant Brooks-Coppola.

Commissioner Mikolay thanked Sergeant Brooks-Coppola for her time on a ride along.

4.3.3. Communication from Mr. Lee Sander in appreciation of Officer Morrell.

Commissioner Mikolay read from correspondence from Lee Sander in appreciation of Officer Morrell.

4.3.4. Communication received to Deputy Chief Hutchinson from Minh Pham thanking the department for an internship opportunity.

Commissioner Mikolay read from correspondence received from Mr. Pham thanking the department for the internship opportunity.

4.3.5. Correspondence from Law Enforcement Torch Run for Special Olympics congratulating Sergeant Bernier.

Commissioner Mikolay read from correspondence from Special Olympics Torch Run congratulating Sergeant Bernier for the appointment of the committee opportunity.

4.4. Budget/Finance.

4.4.1. 2014/2015 Budget Report.

Chief Terribile reported that the overall 2014/2015 budget is doing well.

4.4.2. 2014/2015 Budget Analysis.

Chief Terribile reviewed the Budget Analysis report with the Commission.

4.4.3. 2015/2016 Budget Report.

The Deputy Chief of Police presented the 2015/2016 budget. The Commission discussed the budget.

Motion: Motion made by Commissioner Mikolay, seconded by Commissioner Carlson, to table the proposed 2015/2016 budget until information necessary is provided to make a decision.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

5. Monthly Reports.

Chief Terribile entertained questions. There were none.

6. Old Business.

6.1. Chief of Police-Position.

Chairman Hedberg announced the posting for the position of Chief of Police closed and two applications were received by the Commission. He asked that a date be set for interviews in order to proceed with the hiring process. Discussion followed. The Chief recommended that interviews be conducted as soon as possible due to timing of his retirement. The Commission came up with the date of Tuesday, December 30, 2014 for Chief of Police candidate interviews with a fall back date of January 6, 2015 in consideration of the Commission and the candidate's schedules.

7. New Business.

7.1. Police Commission-Election of Officers.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to elect Commissioner Hedberg as Chairman of the Board of Police Commissioners.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Mikolay, to elect Commissioner Carlson as Vice Chair of the Board of Police Commissioners.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

Chairman Hedberg reviewed committee assignments and suggested that Communications be removed as an assignment. It was unanimously agreed.

Discussion followed and the followed assignments were agreed.

Budget Committee-Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay
Personnel Committee-Commissioner Trotta, Commissioner Carlson, Commissioner Chello
Facilities Committee-Commissioner Hedberg, Commissioner Chello
Traffic Committee-Commissioner Mikolay, Commissioner Hedberg

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Mikolay, to adjourn the meeting at 7:26 PM.

In Favor: Chairman Hedberg, Commissioner Carlson, Commissioner Trotta, Commissioner Mikolay, Commissioner Chello

Opposed: None

Abstained: None

Meeting adjourned.

Respectfully submitted,

Lucy Krauchick
Clerk of the Board