

**Town of Guilford
Board of Police Commissioners
Approved Minutes
Wednesday, May 20, 2015
5:30 P.M.
Police Headquarters**

Present: Commissioners: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello
Department Members: Chief Hutchinson, Deputy Chief Dunn, Lucy Krauchick, Clerk Lieutenant Provencher and Sergeant Massey
Sergeants Renchy, Dube, Brooks-Coppola, Bernier
Officers Anania, Duro
Other: Family and Friends of Lieutenant Provencher
Family and Friends of Sergeant Massey

Call to Order

Chairman Hedberg called the meeting to order at 5:30 p.m.

Chairman Hedberg asked for a motion to move the promotional swearing in ceremonies up the Agenda.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Mikolay, the Commission voted to move Item 4.2.1. Swearing In of Lieutenant Provencher and 4.2.2 Swearing In of Sergeant Massey up the Agenda to accommodate the audience.

*In Favor: Hedberg, Carlson, Trotta, Mikolay, Chello
Opposed: None
Abstained: None*

A formal swearing in ceremony took place promoting Lieutenant Jeffrey Provencher. The Chief of Police, Deputy Chief of Police and Board of Police Commissions spoke on the accomplishments of Lieutenant Provencher leading up to his promotion and congratulated him on his promotion. Photographs were taken.

A formal swearing in ceremony took place promoting Sergeant Christopher Massey. The Chief of Police, Deputy Chief of Police and Board of Police Commissioners spoke on the accomplishments of Sergeant Massey leading up to his promotion and congratulated him on his promotion. Photographs were taken.

Motion: Motion made by Commissioner Trotta, and seconded by Commissioner Mikolay, to adjourn the meeting for a brief recess at 5:45 PM.

*In Favor: Hedberg, Carlson, Trotta, Mikolay, Chello
Opposed: None
Abstained: None*

Motion: Motion made by Commissioner Mikolay, seconded by Commissioner Chello, to return to the regular meeting at 5:58 PM.

*In Favor: Hedberg, Carlson, Trotta, Mikolay, Chello
Opposed: None
Abstained: None*

1. Approval of Prior Meeting Minutes

1.1 Approval of minutes of April 15, 2015 Police Commission meeting.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Mikolay, the Commission voted to approve the minutes of the March 18, 2015 meeting of the Board of Police Commissioners .

In Favor: Hedberg, Carlson, Trotta, Chello

Opposed: None

Abstained: Mikolay

1.2. Approval of special meeting minutes of May 4, 2015 Police Commission meeting.

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Chello, the Commission voted to approve the special minutes of the May 4, 2015 meeting of the Board of Police Commissioners with corrections reflecting Commissioner Trotta was absent.

In Favor: Hedberg, Carlson, Mikolay, Chello

Opposed: None

Abstained: Trotta

1.3. Approval of special meeting minutes of May 5, 2015 Police Commission Meeting.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Mikolay, the Commission voted to approve the special minutes of the May 5, 2015 meeting of the Board of Police Commissioners.

In Favor: Hedberg, Carlson, Mikolay, Chello

Opposed: None

Abstained: Trotta

Motion: Upon a motion by Commissioner Mikolay, seconded by Commissioner Chello, the Commission voted to approve an addition to the Agenda under Communications 4.3.5. Communication from First Selectman Mazza to the Chief of Police.

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

Opposed: None

Abstained: None

2. Public Petition/Commentary

None.

3. Traffic

3.1 Traffic concerns on Mulberry Point Road received from Barbara S. Letts.

Chief Hutchinson spoke about an email he received from Ms. Letts regarding Mulberry Point Road with the complaint about guardrails. The Chief received another letter from a resident with the same complaint.

The Chief and Commissioner Mikolay reviewed the complaint. Upon further discussion, Chief Hutchinson recommended that he research the issue further. He will report back to the Commission.

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Mikolay, the Commission voted to table Agenda Item 3.1. Traffic concerns on Mulberry Point Road.

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

Opposed: None

Abstained: None

3.2 Teamster Horsemen Motorcycle Ride for charity, Sunday, September 13, 2015.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Commission voted to approve the Teamster Horsemen Motorcycle Ride scheduled for Sunday, September 13, 2015.

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

Opposed: None

Abstained: None

3.3 Braking AIDS Ride (bicycle) for charity-Saturday, September 26, 2015.

Motion: Upon a motion by Commissioner Mikolay, seconded by Commissioner Trotta, the Commission voted to approve the Braking AIDS Ride on Saturday, September 26, 2015.

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

Opposed: None

Abstained: None

4. Committee Reports

4.1 Facilities

4.1.1 HVAC and CCTV updates

Chief Hutchinson reviewed the progress of the HVAC system and CCTV updates.

4.1.2. Vehicle Report.

Chief Hutchinson reviewed the vehicle report.

4.2 Personnel

4.2.1 Swearing In-Lieutenant Provencher.

As previously motioned and moved up the Agenda.

4.2.2. Swearing In-Sergeant Massey.

As previously motioned and moved up the Agenda.

4.2.3. Municipal Animal Control Officer-New Hire.

Chief Hutchinson stated that Deputy Chief Dunn and Lieutenant Provencher conducted the Municipal Animal Control Officer interviews and a selection had been made. She will begin employment in July.

4.2.4. Vacation carry over request.

Chief Hutchinson recommended approval of the vacation carry over due to the recent promotion of the Sergeant.

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Mikolay, the Commission voted to approve the request of Sergeant Massey to carry over vacation time.

In Favor: Hedberg, Carlson, Trotta, Chello

Opposed: None

Abstained: None

4.2.5. Grievance 2014-15 (as tabled)

The Commission discussed Grievance 2014-15 and agreed it will remain tabled.

4.2.6. Grievance 2014-16 (as tabled)

The Commission discussed Grievance 2014-15 and agreed it will remain tabled.

4.2.7. Grievance 2014-17 (as tabled)

The Commission discussed Grievance 2014-17 and agreed it will remain tabled.

4.2.8. Grievance 2014-18 (as tabled)

The Commission discussed Grievance 2014-18 and agreed it will remain tabled.

4.2.9. Grievance 2015-01

The Commission discussed Grievance 2015-01 and agreed it will remain tabled.

4.2.10. POST Trainee Performance Reports (Off. Carmody and Off. Dillon).

Chief Hutchinson reviewed the performance reports and entertained questions. Discussion took place.

The Chief announced that graduation for Officer Carmody and Officer Dillon is scheduled for June 16, 2015. It was agreed that Commissioner Mikolay will attend the graduation ceremony with the Chief of Police.

4.3 Communications

4.3.1. Correspondence received from Cory Peck thanking Sergeant Lawrence and staff.

A letter was received from Cory Peck thanking Sergeant Lawrence and the on duty staff.

4.3.2. Thank you letter from Charles S. Sherwood, Sc.D. thanking Detective Fasulo.

A letter was received from Charles S. Sherwood, Sc.D. thanking Detective Fasulo for serving on a recent oral board.

4.3.3. Correspondence from First Selectman Mazza congratulating Lieutenant Provencher.

A letter was received from the First Selectman congratulating Lieutenant Provencher on his promotion.

4.3.4. Correspondence from First Selectman Mazza congratulating Sergeant Massey.

A letter was received from the First Selectman congratulating Sergeant Massey on his promotion.

4.3.5. Correspondence received from First Selectman Mazza thanking the Chief of Police for the American Idol event.

Chief Hutchinson received a letter of correspondence from First Selectman Mazza thanking him and the department for their professionalism during the May 1, 2015 American Idol home visit for Nick Fradiani on the Guilford green.

4.3 Budget/Finance

4.4.1 2014/2015 Budget Report

There were no unusual expenses to report. The Chief reviewed salary, overtime and replacement overtime. Overtime and replacement look good. He reviewed encumbrances. He will prepare a budget analysis for the June meeting.

4.4.2 2015/16 Budget

The Chief reported that the referendum passed.

5. Monthly Reports

Chief Hutchinson reviewed the monthly reports. He discussed new assignments.

6. Old Business

None.

7. New Business

Chief Hutchinson reported to the Commission that graduation of Citizens Academy is scheduled for May 28, 2015.

8. Police Personnel Comments

None

9. Executive Session

None

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to adjourn the meeting at 6:50 PM.

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

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick
Clerk of the Board