

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, July 15, 2015
5:30 PM
Police Headquarters

Present: Commissioners: Chairman Hedberg, P. Martha Carlson, Fred Trotta,
Mike Mikolay, Paul Chello

Department Members: Chief Jeffrey Hutchinson, Lucy Krauchick, Clerk of the Board

Call to order

Chairman Hedberg called the meeting to order at 5:33 PM.

1. Approval of prior meeting minutes.

1.1. Approval of Police Commission meeting minutes of Wednesday, June 17, 2015

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Trotta, the Commission voted to approve the meeting minutes of Wednesday, June 17, 2015 as presented.

All in favor: Hedberg, Carlson, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

2. Public Petition/Commentary.

None.

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

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Carlson, the Commission voted to approve the addition of the following items to the Agenda. Add to Traffic Item 3.7. Vineyard Point updated, add to Traffic Item 3.8. Mulberry Point Road update, add to Facilities Item 4.1.1. Landscaping and add to Personnel Item 4.2.5. Carmody-Resignation.

All in favor: Hedberg, Carlson, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

3. Traffic.

- 3.1. Traffic request-The Arc. of Meriden-Wallingford, Inc. Motorcycle Ride Sunday, August 16, 2015.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Trotta, the Commission voted to approve the request of The Arc. of Meriden-Wallingford, Inc. motorcycle ride on Sunday, August 16, 2015.

All in favor: Hedberg, Carlson, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

- 3.2. Traffic request-Neck Road/Circle Beach.

Chief Hutchinson reviewed correspondence with the Commission including a visual map of Neck Road and Circle Beach. He reviewed the history of the location. Chief Hutchinson and Commissioner Mikolay took a good look at the concerns regarding parking including the configuration of the homes, the state boat launch and the town beach. The Chief stated the Municipal Animal Control Officer has been monitoring the area and the neighbors are appreciative. He reported that officers are patrolling the area at the appropriate times, designated by the Chief of Police.

Chief Hutchinson recommended that the department continue a patrol presence and continue the monitoring of the location with the animal control officers.

- 3.3. Traffic update to Ms. Latham regarding traffic light from the Chief of Police-F.Y.I.

No discussion, presented as an F.Y.I.

- 3.4. Traffic update to Mr. Lussier regarding Route 1 and Route 22 from the Chief of Police-F.Y.I.

No discussion, presented as an F.Y.I.

- 3.5. Traffic correspondence regarding MDA Charity Motorcycle Ride from the Chief of Police-F.Y.I.

No discussion, presented as an F.Y.I.

- 3.6. Food truck parking.

Chief Hutchinson reviewed food truck parking with the Commission and parking at the green. He reviewed a complaint from a business owner. Chief Hutchinson reported on meeting with town officials regarding the food truck concerns and said Ms. Millman, Town Attorney is in the process of reviewing an ordinance and peddler regulations.

Discussion followed regarding parking signs around the green. The Chief and the Commission agreed that they will continue to work with the town departments, business owners and residents regarding the food trucks. It was agreed no action would be taken until the new regulations have been finalized.

3.7. Vineyard Point Road.

Commissioner Mikolay gave an update on Vineyard Point Road. He reported that the neighbors are continuing to research historical documents and expect to have the final results within the next two weeks.

3.8. Mulberry Point Road.

Chief Hutchinson reported that this was a tabled item from last month's meeting. It was discussed and reported that the brush has been cleared. The Chief is continuing working on the guard rails with Mr. Portley, Town Engineer.

4. Committee Reports

4.1. Facilities

4.1.1. Landscaping.

Chairman Hedberg discussed landscaping concerns at Headquarters. Chief Hutchinson replied that the Parks and Recreation Department and the Town Facilities Department are supposed to work on the landscaping of the shrubs, mulching, weeding, etc. but it has been difficult scheduling the work through the town departments. It was discussed and agreed that the property should be groomed and maintained.

Chief Hutchinson reported that Lieutenant Provencher received quotes to have a private vendor to take over the landscaping work. Discussion followed.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Trotta, the Commission voted to approve to spend funds in the budget, not to exceed \$2500.00, for landscaping.

All in favor: Hedberg, Carlson, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

Chief Hutchinson reported on the basketball courts located at the department complex. He reviewed several matters in regard to the courts with the Commission. He stated that the Deputy Chief of Police and the Parks and Recreation Director made the decision to close the basketball courts at 10:00 PM.

4.2. Personnel.

4.2.1. Grievance 2014-18 (As tabled, no documents).

Chief reported the grievance remains tabled.

4.2.2. Grievance updated.

Chief Hutchinson updated the Commission on pending grievances.

4.2.3. New Municipal Animal Control Officer (M.A.C.O.) (No documents).

Chief Hutchinson reported that Danielle D'Auria, M.A.C.O. began her employment with the department on July 8, 2015 and has asked to work on creating a Facebook page for animal control.

4.2.4. Carmody-Resignation.

Chief Hutchinson reported that Officer Carmody resigned his position with the department unconditionally for personal reasons.

4.3. Communications.

4.3.1. Correspondence from Special Olympics.

Chief Hutchinson reported receiving a letter from Special Olympics thanking Sergeant Bernier and the department.

4.3.2. Correspondence thanking Sergeant Lawrence.

Commissioner Mikolay read from a thank you note to Sergeant Lawrence in appreciation for the installation of a car seat.

4.4. Budget/Finance.

4.4.1. Budget Report.

Chief Hutchinson reviewed the budget report. He explained end of year payroll and Finance Department transactions.

He reviewed salaries and forecasted returning funds to the Town.

4.4.2. Budget Analysis.

As discussed above.

5. Monthly Reports.

Chief reviewed the reports with the Commission. The status of the new cars was discussed.

6. Old Business.

None.

7. New Business.

None.

8. Police Personnel Comments.

None.

9. Executive Session.

None.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Mikolay, the Commission voted to adjourn the meeting at 6:35 PM.

All in favor: Hedberg, Carlson, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick
Clerk of the Board