

Town of Guilford  
Board of Police Commissioners  
Minutes  
Wednesday, May 18, 2016  
5:30 PM  
Police Headquarters, Community Room

Approved

Present: Commissioners: Mike Mikolay, Martha Carlson, Fred Trotta, Paul Chello  
Department Members: Chief Hutchinson, Deputy Chief Dunn,  
Lucy Krauchick, Clerk of the Board  
Public: Friends and Family of Sergeant Mathew Larsen  
Uniformed Members of the Guilford Police Department  
Mike DeMeo

Call to order.

Commissioner Mikolay called the meeting to order at 5:30 PM.

**1. Approval of Board of Police Commissioners meeting minutes.**

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, April 20, 2016.

*Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to approve the meeting minutes of Wednesday, April 20, 2016 as presented.*

*All in favor: Carlson, Chello*

*Opposed: None*

*Abstained: Mikolay, Trotta*

1.2 Approval of the Board of Police Commissioners special meeting minutes of Tuesday, May 17, 2016.

*Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Carlson, the Commission voted to approve the special meeting minutes of Tuesday, May 17, 2016, as presented.*

*All in favor: Mikolay, Trotta, Chello*

*Opposed: None*

*Abstained: Carlson*

*Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Trotta, the Commission voted to approve the addition of the following items to the Agenda in order of appearance; Personnel Item 4.1.3. Resignation of Dispatcher and Communications Items, 4.2.6. Communication commending Officer Tullo, 4.2.7. Communication thanking Officer Mastriano, 4.2.8. Communication thanking Lieutenant Robinson, 4.2.9. Communication thanking Officer Thompson and 4.2.10. Communication thanking Officer Morrell.*

*All in favor: Mikolay, Carlson, Chello, Trotta*  
*Opposed: None*  
*Abstained: None*

## **2. Public Petition/Commentary.**

None.

*Motion: Upon a motion made by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to approve to move up the Agenda under Personnel Item 4.1.1. formal swearing in of Sergeant Larsen to accommodate the audience.*

*All in favor: Mikolay, Carlson, Chello, Trotta*  
*Opposed: None*  
*Abstained: None*

The Chief of Police took the floor and welcomed the friends and family of Sergeant Mathew Larsen. He acknowledged the uniformed personnel who were in attendance for the ceremony. Chief Hutchinson said that he is proud of Mat and his accomplishments. The Chief is confident he will do a good job as a Sergeant. The formal swearing in ceremony took place. A photo opportunity took place.

A brief recess took place for the purpose of refreshments.

## **3. Traffic.**

3.1. Closer to Free Ride fundraiser for the Smilow Cancer Hospital of Yale New Haven on Saturday, September 10, 2016.

Discussion took place.

3.2. The Vista Tour de Shore cycle event fundraiser on Sunday, October 16, 2016.

Discussion took place.

*Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Carlson, the Commission voted to approve the Closer to Free Ride fundraiser ride on Saturday, September 10, 2016 and the Vista Tour de Shore fundraiser ride on Sunday, October 16, 2016.*

*All in favor: Mikolay, Carlson, Chello, Trotta*  
*Opposed: None*  
*Abstained: None*

3.3. Traffic conditions on River Street and Water Street.

Commissioner Mikolay opened the floor to Mr. DeMeo. Mr. DeMeo stated he is a resident of 20 River Street. He thanked the Board of Police Commissioners and the Chief of Police, whom he had spoken with prior to this meeting. He said he comes from a family of police officers and understands

proactive policing.

He reviewed his concerns regarding speeding and said that River Street seems to be a cut through to the Boston Post Road. He stated that traffic seems to have increased since the road has been repaved and sidewalks have been erected. He asked the Board of Police Commissioners to consider the 30 mph speed limit be reduced to 25 mph. He reviewed other roadways in town that are similar to River Street with a speed limit of 25 mph. He asked that the reduction in speed be considered with the safety of the Community in mind. He reviewed the conditions of speed limit signs on River Street.

The Chief reviewed the history behind his contact with Mr. DeMeo and the speed limit on River Street. Upon review and consideration the Chief agrees that the speed limit should be reduced to 25 mph. He reported that the State of Connecticut must be contacted according to procedure for their approval to reduce the speed limit. The Chief said he expects the State will agree with the reduction to 25 mph. The Chief will contact the State of Connecticut. The speedy dolly was discussed and will be taken into consideration. The Chief said that increased traffic enforcement will continue.

*Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Trotta, the Commission voted to approve the reduction of speed limit from 30 mph hour to 25 mph on River Street pending supplemental confirmation from the State of Connecticut.*

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

*Opposed: None*

*Abstained: None*

#### 3.4. Speed limit monitoring Moose Hill Road.

The Chief reported that trees and bushes will be cut to increase visibility and Lieutenant Provencher will be in contact with Public Works Department. Chief Hutchinson stated that increased traffic enforcement will continue.

#### 3.5. Request for bike lanes on Whitfield Street.

Chief Hutchinson has spoken with Mr. Portley, Town Engineer regarding the request for bike lanes on Whitfield Street. There are requirements for bike lanes including the size of the travel lanes. He reported that consideration must be taken regarding parking. Discussion followed. It was agreed more research should be done.

*Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Carlson, the Commission voted to table the request Item 3.5. Request for bike lanes on Whitfield Street.*

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

*Opposed: None*

*Abstained: None*

#### 3.6. High Street (as tabled).

The Chief of Police spoke with Mr. Portley the Town Engineer regarding speed bumps on High Street. Mr. Portley will not approve speed bumps on High Street. Discussion followed.

*Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted, as the referral to Mr. Portley, Town Engineer resulted in no approval to install speed bumps, to continue traffic enforcement.*

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

*Opposed: None*

*Abstained: None*

### 3.7. Route 77 and Flat Meadow Road (verbal).

Chief Hutchinson reported that the request came to his department regarding Route 77 and Flat Meadow Road through the State of Connecticut. Route 77 is a state road. The Chief and the Deputy Chief followed researching the visibility and sight lines. They were able to get the fence removed at the corner of Route 77 and Flat Meadow Road. The Chief has contacted Mr. Magee, Tree Warden regarding cutting down a large tree which is causing sight line issues. Discussion followed.

## 4. Committee Reports.

### 4.1. Personnel.

#### 4.1.1. Formal Swearing In Ceremony-Sergeant Mathew Larsen.

As motioned and approved, this item was previously moved up the Agenda.

#### 4.1.2. POST training performance reports.

Chief Hutchinson reviewed the performance reports of two academy members.

#### 4.1.3. Resignation of a Dispatcher.

Chief Hutchinson reported that Dispatcher Dumas has handed in his resignation letter and will separate from the department on May 28, 2016. The Chief's and the Board of Police Commissioners wished him well in his career.

### 4.2. Communications.

#### 4.2.1. Correspondence from Mr. Earls-Officer Thornton, Officer McCain, Officer Duro and Dispatcher Esposito.

Chairman Mikolay read from correspondence from Mr. Earls thanking the Chief of Police and Officers Thornton, McCain, Duro and Dispatcher Esposito for their service.

#### 4.2.2. Guilford Center for Children-Lieutenant Robinson.

Chairman Mikolay read from a thank you note received from the Director of the Guilford Center for Children thanking Lieutenant Robinson for training the staff on school safety.

4.2.3. Waterford Police Department-Lieutenant Provencher.

Chairman Mikolay read from correspondence received from the Waterford Police Department thanking Lieutenant Provencher for his willingness to assist with funeral arrangements for a special honorary officer of the Waterford Police Department.

4.2.4. Kids Hugs-Chief Hutchinson, Lieutenant Robinson and Lieutenant Provencher.

Chairman Mikolay read from a thank you note received from Kids Hugs to Chief Hutchinson, Lieutenant Robinson and Lieutenant Provencher for their support and guidance during a recent Kids Ride for Kids event held in town.

4.2.5. South Central Criminal Justice Administration-Detective Jakober.

Chairman Mikolay read from correspondence received from Mr. Charles W. Sherwood, Sc.D., the Director of South Central Criminal Justice Administration thanking Detective Jakober for her participation in a recent order board examination process.

4.2.6. Correspondence received from Ms. O'Neil commending Officer Tullo.

Chairman Mikolay read from correspondence received from Ms. O'Neil (non-resident) commending Officer Tullo for his outstanding contribution to the department, in particular, that Officer Tullo continued to help her on her case (a stolen purse) on his day off of work.

4.2.7. Correspondence from Ms. Leete thanking Officer Mastriano.

Chairman Mikolay read from a thank you note from Ms. Leete to Officer Mastriano.

4.2.8. South Central Criminal Justice Administration-Lieutenant Robinson.

Chairman Mikolay read from correspondence received from Mr. Charles W. Sherwood, Sc.D., the Director of South Central Criminal Justice Administration, thanking Lieutenant Robinson for his participation in a recent promotional testing process.

4.2.9. Correspondence received from Ms. Fleming regarding Officer Thompson.

Chairman Mikolay read from an email received from Ms. Fleming thanking Officer Thompson for his participation in the Citizens Academy Range Day.

4.2.10 Correspondence received from Ms. Fleming regarding Officer Morrell.

Chairman Mikolay read from an email received from Ms. Fleming thanking Officer Morrell for his participation in the Citizens Academy Range Day.

4.3. Facilities/Equipment.

4.3.1. New Body Armor.

Chief Hutchinson reviewed new body armor and reported that the vendor that the department had the purchase order with was dropped by the body armor manufacturer. The Chief received conditional approval from the Board of Selectmen to purchase the body armor through a different vendor who is approved by the manufacturer.

*Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Carlson, the Commission voted to approve the department purchase of body armor from the approved vendor Guardian Uniforms which the Board of Selectmen previously approved.*

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

*Opposed: None*

*Abstained: None*

4.4. Budget/Finance.

4.4.1. Budget Report 2015/2016.

Chief Hutchinson reviewed the budget by line item. He forecasts an end of year surplus.

4.4.2. Budget Report 2016/2017.

Chairman Mikolay reported that the budget did not pass and the edits to come will be reported next month.

**5. Monthly Reports.**

The Chief entertained questions. There were none.

**6. Old Business.**

None.

**7. New Business.**

7.1. Peddlers.

*Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Carlson, the Commission voted to table 7.1. Peddlers for further review and recommendation of the rules and regulations.*

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

*Opposed: None*

*Abstained: None*

*Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Carlson, the Commission voted to adjourn the meeting at 6:06 PM.*

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

*Opposed: None*

*Abstained: None*

Respectfully submitted,

Lucy Krauchick  
Clerk of the Board