

Town of Guilford
Board of Police Commissioners
Minutes

Approved

Wednesday, August 17, 2016
5:30 PM

Police Headquarters, Community Room

Present: Commissioners: Chairman Mikolay, Commissioners Carlson, Hedberg, Chello

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

Public: Paula Calzetta, Frances Calzetta, Dave Lawcock

Call to order.

Commissioner Mikolay called the meeting to order at 5:35 PM.

1. Approval of Board of Police Commissioners meeting minutes.

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

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

All in favor: Mikolay, Carlson, Hedberg, Chello

Opposed: None

Abstained: None

1.2. Approval of the Board of Police Commissioners special meeting minutes of Wednesday, July 27, 2016.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to table the approval of the special meeting minutes of Wednesday, July 27, 2016.

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

Opposed: None

Abstained: None

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to approve to add to the Agenda under Traffic Item 3.1.6. Parks and Recreation Department request for road closure during their Halloween Spooktacular on October 30, 2016.

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

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to add to the Agenda under Communications Item 4.2.5. Thank you from Sergeant Massey to the Department and the Board of Police Commissioners.

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

2. Public Petition/Commentary.

The Board of Police Commissioners opened the floor to Paula Calzetta. She read from a prepared document regarding her dog. Chairman Mikolay requested that the correspondence be submitted to the Clerk of the Board and she agreed. She and another audience member left the room.

3. Traffic.

3.1.1. Safety concern. Request for addition of stop sign on Stepstone Hill Road and Little Meadow Road.

Chairman Mikolay opened the floor to Mr. Lawcock who presented his concerns regarding the intersection on Stepstone Hill Road and Little Meadow Road. He reviewed his experiences at the intersection and recommended an additional stop sign be installed to make the intersection a four-way stop.

Chairman Mikolay stated the Board of Police Commissioners had discussed this before. Discussion took place.

Chief Hutchinson recommended a sign be installed on Little Meadow Road southbound at the intersection with Stepstone Hill Road "Traffic from left does not stop". Discussion followed regarding adding more signage.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve to the installation of a sign "Traffic from left does not stop" on Little Meadow Road Southbound at the intersection with Stepstone Hill Road.

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

Mr. Lawcock thanked the Board of Police Commissioners and left the room.

3.1.2 Traffic concern at County Road and West Street. Request for signage.

The Board of Police Commissioners reviewed the request and discussion took place.

It was agreed no action would be taken.

3.1.3. Traffic concerns. South Fair Street west side and Whitfield Street between Old Whitfield Street and Water Street.

Chief Hutchinson reported that Lieutenant Provencher has recommended the replacement of signs on Whitfield Street as needed. Discussion took place.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve the replacement of faded signs on Whitfield Street as recommended by Lieutenant Provencher.

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

3.1.4. Traffic questions regarding the Guilford Marina from the Guilford Marina Commission.

Chief Hutchinson reviewed the questions presented from the Guilford Marina Commission.

Discussion took place and it was agreed that Chief Hutchinson will continue to work on this.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to table item 3.1.4 Questions regarding the Guilford Marina from the Guilford Marina Commission.

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

3.1.5. Traffic concern. Old Barn Lane.

Discussion took place regarding the traffic concerns presented from residents on Old Barn Lane.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted that the no outlet sign which is erected on Old Barn Road is sufficient after a thorough review of the Board of Police Commissioners.

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

3.1.6. Parks and Recreation Department request to close Park Street during the Halloween Spooktacular event on October 30, 2016.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve the closure of Park Street from 1:00 PM to 4:00 PM

on October 30, 2016 for the Parks and Recreation Department Halloween Spooktacular annual special event.

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

4. Committee Reports

4.1. Personnel

4.1.1. Service Awards-Officer Hill 30 years and Officer Hudson 5 years.

Chief Hutchinson reports that Officer Hill received his 30 year service award and Officer Hudson received his 5 year service award.

4.1.2. Employee of the Month-Detective Martina Jakober.

Presented to the Board of Police Commissioners as informational. The Chief of Police reported that Detective Jakober was nominated and received the Employee of the Month award at the August staff meeting.

4.1.3 Personnel Update.

The Chief reviewed the personnel update report with the Board of Police Commissioners.

4.1.4. Personnel Matter-May require Executive Session.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to move out of Regular Session and into Executive Session at 6:30 PM inviting the Chief of Police and Deputy Chief and excusing the Clerk of the Board.

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

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to move out of Executive Session and into Regular Session at 6:40 PM inviting the Clerk of the Board back into the room.

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

No action was taken, no motions were made in Executive Session.

4.2. Communications.

4.2.1. Communication from Camp Rising Sun Charitable Foundation.

Chairman Mikolay read from correspondence from Camp Rising Sun thanking the department for its support.

4.2.2. Communication from Jack and Nancy Reynolds of Madison.

Chairman Mikolay read from correspondence from the Reynolds Family in support of police officers.

4.2.3. Communication from Special Olympics thanking Detective Timothy Bernier.

Chairman Mikolay read from correspondence from Special Olympics thanking Detective Bernier for the \$6,600 donated from the Tip A Cop event this year.

4.2.4. Communication from the Bridgeport Police Academy in appreciation of training provided by Officer Thompson.

Chairman Mikolay read from correspondence received from the Bridgeport Police Academy in appreciate of the training Officer Thompson provided.

4.2.5. Communication from Sergeant Massey and family thanking the Board of Police Commissioners.

Chairman Mikolay read from a thank you note received to the Department and the Board of Police Commissioners for their support.

4.3. Budget/Finance.

4.3.1. Budget Report Fiscal 2016 and Fiscal 2017.

The Chief reviewed the budget report for Fiscal 2016 with the Board of Police Commissioners. He continues to wait for the end of year report from the Finance Department and expects to turn back money to the Town in excess of \$195,000.00

The Chief reviewed the budget report for Fiscal 2017. The budget remains in order.

4.4. Facilities/Equipment.

Chief Hutchinson stated the ballistic shields have been approved which is encumbered from Training and Development.

The new CAD system has been approved. A CAD Transition Team has been formed.

5. Monthly Reports.

Monthly reports were reviewed.

6. Old Business.

None.

7. New Business.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to add to the Agenda under New Business item 7.1. Approval of the Collective Bargaining agreement with the Town of Guilford and the Police Union.

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

Opposed: None

Abstained: None

7.1. Approval of the Collective Bargaining agreement with the Town of Guilford and the Police Union.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to approve the proposed Collective Bargaining Agreement as negotiated between the Town of Guilford and the Police Union Negotiating Team and to forward the document to the Board of Selectmen for final approval.

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

Opposed: None

Abstained: None

8. Police Comments.

None.

9. Executive Session.

Previously took place.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to adjourn the meeting at 7:00 PM.

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

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick

Lucy Krauchick
Clerk of the Board