

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, December 14, 2016
5:30 PM
Police Headquarters, Community Room

APPROVED

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

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

Call to order.

Commissioner Mikolay called the meeting to order at 5:31 PM.

Commissioner Mikolay asked for a motion to add items to the Agenda.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Frey, the Commission voted to approve the addition of Item 7.3. Department Goals Fiscal Year 2017/2018 to the Agenda and to move the Item up the Agenda following the approval of the regular monthly meeting minutes.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

1. Approval of Board of Police Commissioners meeting minutes.

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, November 16, 2016

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Frey, the Commission voted to approve the meeting minutes of Wednesday, November 16, 2016 as presented.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

2. Public Petition/Commentary.

None.

At this time, Item 7.3. Department Goals-Fiscal 2017/2018 was discussed and action was taken. See item 7.3. in order on the Agenda for the record of discussion.

3. Traffic.

3.1.1. Guilford Little League Parade.

Motion: Motion made by Commissioner Hedberg, and seconded by Commission Frey, to approve the Guilford Little League Parade as presented on Saturday, April 22, 2017 at 8:00 AM.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

3.2. Route 77/Broad Street-FYI.

Chief Hutchinson updated the Board of Police Commissioners regarding Route 77 and Broad Street.

3.3. CT Route 77/Stepstone Hill Road-Update.

Chief Hutchinson updated the Board of Police Commissioners. The state approved the suggested sign request.

3.4. West Lake Avenue-Update (verbal).

Chief Hutchinson updated the Board of Police Commissioners on West Lake Avenue. The Board of Police Commissioners received correspondence from the North Branford Police Commission. The Chief and Commissioner Hedberg drove to the intersection to review the concerns. The Chief made recommendations. Discussion followed. It was agreed that the Chief will contact the North Branford Police Commission about West Lake Avenue and report back at the next meeting.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to table Item 3.4. West Lake Avenue.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

3.5. Boston Street (Boston Terrace)-Update (verbal).

The Chief of Police and the Fire Chief discussed Boston Street and agreed no action would be taken.

4. Committee Reports.

4.1. Personnel.

4.1.1. Personnel Update. (May require Executive Session.)

Chief Hutchinson updated the Board of Police Commissioners on personnel matters.

4.2. Communications.

4.2.1. Correspondence thanking Officer Thornton (2).

Chairman Mikolay acknowledged two thank you notes received to Officer Thornton.

4.2.2. Correspondence thanking Officer O'Connor (4).

Chairman Mikolay acknowledged several thank you notes received to Officer O'Connor.

4.2.3. Correspondence thanking Officer Denison.

Chairman Mikolay acknowledged a thank you note received to Officer Denison.

4.2.4. Correspondence thanking Mrs. Krauchick.

Chairman Mikolay acknowledged a thank you note received to Mrs. Lucy Krauchick.

4.3. Budget/Finance.

4.3.1. Budget Report 2016/2017.

Chief Hutchinson reported on the 2016/2017 budget stating that the budget remains in order and reviewed line items with the Board of Police Commissioners.

4.3.2. Budget Report 2017/2018.

Chief Hutchinson presented the 2017/2018 budget and entertained questions. The Board of Police Commissioners agreed with the proposed budget.

Motion: Upon a motion by Commission Hedberg, and seconded by Commissioner Frey, the Commission voted to approve the proposed 2017/2018 budget as presented by the Chief of Police which forward for approval of the Board of Selectmen.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

4.4. Facilities/Equipment.

Chief Hutchinson reported that the staff was trained on the ballistic shields and the shields are in the cars. The Chief updated the Board of Police Commissioners on the CAD system which is moving forward. The launch is scheduled for February.

5. Monthly Reports.

The monthly reports remain in order.

6. Old Business.

None.

7. New Business.

7.1. Approval of the Board of Police Commissioners proposed 2017 meeting schedule.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to approve the Board of Police Commissioners 2017 meeting schedule as presented.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

7.2. Election of Commission Officer-2017.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to elect Commissioner Mikolay as the Chairman.

All in favor: Hedberg, Chello, Frey

Opposed: None

Abstained: Mikolay

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted to elect Commissioner Carlson as the Vice Chair.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted that the subcommittee assignments will remain the same for 2017.

All in favor: Mikolay, Hedberg, Chello, Frey

Opposed: None

Abstained: None

7.3. Department Goals-Fiscal Year2017/2018.

Chief Hutchinson reviewed the Guilford Police Department Goals for Fiscal Year 2017/2018.

The Chief reviewed the process for establishing the goals. Discussion took place. Chairman Mikolay thanked the Chief of Police for his work.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve the fiscal year 2017/2018 goals as presented to the Board of Police Commissioners by the Chief of Police.

All in favor: Mikolay, Hedberg, Chello, Frey
Opposed: None
Abstained: None

8. Police Comments.

None.

9. Executive Session.

None.

Chief Hutchinson announced that the department recently won two traffic safety awards. The first was at the AAA banquet where the department won the Gold Award for traffic safety. The next award was received at the statewide Traffic Safety summit meeting. The department won first place in the Traffic Safety Challenge. The Chief of Police thanked the former Deputy Chief of Police for his work in submitting the documentation for the Traffic Safety Challenge. The Chief acknowledged his department for their continued efforts in traffic safety.

Chief Hutchinson reported that the Guilford Police Department won an SUV in a drawing at the Traffic Safety Summit meeting.

Chairman Mikolay expressed his congratulations to the Chief of Police and Deputy Chief and all members of the department who earned this award. He thanked the entire team for their efforts.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Frey, the Commission voted to adjourn the meeting at 6:29 PM.

The Clerk of the Board left the room at 6:30 PM.

Respectfully Submitted,

Lucy Krauchick, Clerk of the Board