

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, June 21, 2017
5:30 P.M.
Community Room – Police Headquarters

DRAFT

Present: Commissioners: Chairman Mikolay
Commissioner Carlson
Commissioner Hedberg
Commissioner Frey
Commissioner Chello

Department Members: Chief Hutchinson
Deputy Chief Hyatt

Public: Residents of Schoolside Lane (as attached with names/addresses)
Robert Hartmann, Resident
Steve Redes, Nutmeg Twisters

Call to order at 5:30 PM.

Chairman Mikolay welcomed the members of the audience. Chairman Mikolay asked for a motion to add a traffic item to the Agenda.

Motion: Upon a motion by Commissioners Hedberg, and seconded by Commissioner Frey, the Commission voted to add under Traffic Item 3.9. North Guilford Signs to the Agenda.

All in favor: Mikolay, Hedberg, 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, April 19, 2017.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Frey, the Commission voted to approve the meeting minutes of Wednesday, April 19, 2017 as presented.

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

1.2. Approval of the Board of Police Commissioners special meeting minutes of Wednesday, May 24, 2017.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Mikolay the Commission voted to approve the special meeting minutes of Wednesday, May 24, 2017 as presented.

All in favor: Mikolay, Carlson, Chello

Opposed: None

Abstained: Hedberg, Frey

1.3. Approval of the Board of Police Commissioners special meeting minutes of Thursday, May 25, 2017.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Mikolay the Commission voted to approve the special meeting minutes of Thursday, May 25, 2017 as presented.

All in favor: Mikolay, Carlson, Chello

Opposed: None

Abstained: Hedberg, Frey

2. Public Petition/Commentary.

None.

3. Traffic.

3.1. Schoolside Lane.

Chief Hutchinson addressed the audience and discussion took place. He spoke about accident history and signage on Schoolside Lane. It was reported that an accident history study layout of the roadway was conducted which resulted in 6 accidents on Schoolside Lane from 2012-2017.

The Chief understands the neighborhood, homes and pedestrians that regularly use the area. Chief Hutchinson offered recommendations including reduction of speed through education and patrol enforcement and speed sign data collection. He stated that he will be meeting with the students at Guilford High School with the Deputy Chief of Police and the School Resource Officer when school resumes and will discuss road safety on Schoolside Lane.

Chairman Mikolay opened the floor to the public. Several residents offered their input and suggestions on how to make Schoolside Lane safer for the neighborhood and pedestrians. Some suggestions made were installation of traffic calming devices, enforcing speed and hand held device violations by the police department, increased police presence, education of high school drivers, installation of mirrors, more lighting on the road, increased enforcement during high volume of road use during apple picking, strawberry picking etc., installation of more signage, speed cameras, etc.

To summarize the discussion, the neighbors are concerned about the safety of the neighborhood residents including motorists, pedestrians and children at play.

Chairman Mikolay invited the Commissioners to add any thoughts or comments that they had after hearing the public's input. Each Commissioner took a turn providing their thoughts as well as relaying their commitment to working together to find ways to help address their concerns.

It was agreed more research should take place. The Commissioners asked for the addresses of the neighbors present and it was agreed. It was agreed that the Police Department and the neighbors will remain in communication. Chairman Mikolay thanked the members of the audience for their discussion and input.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson the Commission voted to move up the Agenda Traffic Item 3.8. Soundview Road for discussion for the convenience of the audience.

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

Opposed: None

Abstained: None

3.2. Jefferson Drive.

Chief Hutchinson reported on concerns received regarding traffic on Jefferson Drive. Discussion took place. Chief Hutchinson will contact the resident to review the discussion.

3.3. Guilford Fair Day Parade.

Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Commission voted to approve the request from The Rotary Club of Guilford to hold the Guilford Fair Day Parade on Saturday, September 16, 2017 beginning at 10:00 A.M.

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

Opposed: None

Abstained: None

3.4. CT Bike for Hope.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Carlson, the Commission voted to approve the rescheduled CT Bike for Hope as presented.

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

Opposed: None

Abstained: None

3.5. APK 5k Run and Ruck March.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to approve the 2017 APK 5k Run and Ruck March on November

4, 2017 as presented.

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

3.6. Tour de Branford.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to approve the Tour de Branford bike ride for charity on Sunday, September 24, 2017 as presented.

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

3.7. Whitfield Street and Old Whitfield Street.

Commissioner Hedberg spoke about a citizen complaint regarding the crosswalk at the intersection of Whitfield Street and Old Whitfield Street. Discussion took place.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to approve the addition of warning signs and to paint the crosswalk on Whitfield Street at the intersection.

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

3.8. Soundview Road

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to move up the Agenda Traffic Item 3.8. Soundview Road for discussion for the convenience of the audience member.

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

This discussion took place immediately following the Traffic discussion 3.1. Schoolside Lane.

Chairman Mikolay welcomed Mr. Steve Redes of the Nutmeg Twisters and opened the discussion for Soundview Road.

Chief Hutchinson and Commissioner Hedberg presented an overview of the parking issues on Soundview Road and traffic concerns. The Chief and Commissioner Hedberg reported that they visited the location and recommended no parking signage be installed on one side of Soundview Road. Additionally, it was recommended that signage be installed on both sides in one particular area of Soundview Road. The

Chief of Police will contact the Town Engineer and the established Traffic Authority Sub-Committee will study Soundview Road. The Police Department will include parking enforcement of any designated no parking areas.

Mr. Redes took the floor and stated he approves of the installation of signage and agrees with Chief Hutchinson's recommendations. Commissioner Hedberg discussed the safety of children and the impact on businesses in the area. It was agreed the concerns are valid and will continue to be researched.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to approve the installation of signs pending the study.

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

Opposed: None

Abstained: Non

3.9. North Guilford Signs.

Commissioner Carlson spoke about recently installed signage in North Guilford and provided a handout to the Commission. Discussion took place regarding the State of Connecticut Department of Transportation process to install signage.

Chief Hutchinson said that a formal letter will be prepared to the Department of Transportation to stop further installations.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commissioner voted to approve to request to the state to stop further installations of signage and to contact Mr. Portley, Town Engineer to remove the new signs.

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

Opposed: None

Abstained: None

4. Committee Reports.

4.1. Personnel.

4.1.1. Personnel Update-Verbal.

Chief Hutchinson reviewed the progress of the three candidates with conditional offers. He reported that the process is going well. Final offers will be prepared with an employment date beginning July 3, 2017. The Academy begins on July 7, 2017. The probationary officer who has been out due to an injury, has been cleared to attend the Academy on July 7, 2017.

Chief Hutchinson reported that Officer Potter graduated from the Academy on June 19, 2017.

4.1.2. Request to carry over vacation time.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted to approve the request for the Chief of Police to carry over vacation time.

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

Opposed: None

Abstained: None

4.1.3. FBI National Academy-Verbal.

Chief Hutchinson reported that Lieutenant Provencher will be attending the FBI National Academy for 10 weeks during the new fiscal year. The Board of Police Commissioners expressed their approval and were extremely happy that Lieutenant Provencher will be attending the FBI National Academy.

4.2. Communications.

4.2.1. Communication from South Central Criminal Justice Administration-Referencing Lieutenant Bernier and Detective Duro.

Presented as informational to the Board of Police Commissioners, as a thank you referencing Lieutenant Bernier and Detective Duro.

4.2.2. Communication-Referencing Officer Shove.

Presented as informational to the Board of Police Commissioners, as a thank you referencing Officer Shove.

4.2.3. Communication-Referencing Sergeant Lawrence, Officer Tullo and Officer O'Connor.

Presented as informational to the Board of Police Commissioners, as a thank you referencing Sergeant Lawrence, Officer Tullo and Officer O'Connor.

4.2.4. Communication-Referencing Sergeant Larsen, Officer Thompson and Officer Ruggiero.

Presented as information to the Board of Police Commissioners, as a thank you referencing Sergeant Larsen, Officer Thompson and Officer Ruggiero.

4.3. Budget/Finance.

4.3.1. Budget 2016/2017.

Chief Hutchinson reviewed the 2016/2017 fiscal year budget with the Board of Police Commissioners and entertained questions. There were none.

4.3.2. Budget 2017/2018.

No discussion.

4.4. Facilities/Equipment.

No discussion.

5. **Monthly Reports.**

A review of the monthly reports took place.

6. **Old Business.**

None.

7. **New Business.**

Chief Hutchinson reviewed the CALEA reaccreditation. The department is in compliance and will be reaccredited. There will be a ceremony in Providence, Rhode Island on July 29, 2017 and Board of Police Commissioners are welcome to attend.

Chairman Mikolay, on behalf of the entire Board of Police Commissioners, congratulated the entire CALEA team, as well as the whole department, for the reaccreditation.

8. **Police Comments.**

None.

9. **Executive Session.**

None.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Frey, the Commission voted to adjourn the meeting at 7:15 P.M.

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

Opposed: None

Abstained: None

Respectfully submitted,

Deputy Chief Butch Hyatt

Respectfully submitted, Lucy Krauchick (Typist)

Attachment