

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, January 17, 2018
5:30 P.M.
Community Room – Police Headquarters

APPROVED

Present:

Commissioners: Chairman Mikolay
Commissioner Carlson
Commissioner Chello
Commissioner Frey

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

Public: Mr. Rubenstein, Police Commissioners Association of Connecticut (CT)
Attorney Barrett
Attorney Kennedy

Chairman Mikolay called the meeting to order at 5:30 P.M.

1. Approval of Board of Police Commissioners meeting minutes.

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, December 13, 2017.

Motion: Upon a motion by Commissioner Chello and seconded by Commissioner Carlson, the Commission voted to approve the meeting minutes of Wednesday, December 13, 2017 as presented.

All in favor: Mikolay, Carlson, Frey, Chello

Opposed: None

Abstained: None

2. Public Petition/Commentary.

Deputy Chief Hyatt introduced Mr. Rubenstein, a representative of the Police Commissioners Association of Connecticut. Chairman Mikolay welcomed Mr. Rubenstein to the meeting.

Mr. Rubenstein reviewed the Mission Statement of the association. He reviewed scholarships and distinguished awards of recognition for law enforcement sponsored by the association. He asked the Board of Police Commissioners to consider joining the Police Commissioners Association of CT. He provided applications.

Chairman Mikolay thanked Mr. Rubenstein for his presentation. Mr. Rubenstein left the room at 5:41 P.M.

Motion: Upon a motion by Commissioner Carlson and seconded by Commissioner Frey, the Commission voted to add Personnel Item 4.2.4. Correspondence from the Chief of Police regarding Firearms Training to the Agenda.

All in favor: Mikolay, Carlson, Frey, Chello

Opposed: None

Abstained: None

3. Traffic.

3.1. Correspondence received from the State of CT Department of Transportation with the subject of Pedestrian Signing Project on Locally-Owned Roads.

Chief Hutchinson reviewed the correspondence received from the State of CT Department of Transportation regarding the pedestrian signing program on locally owned roads. He discussed the consideration of the project and the request made by the Department of Transportation to bypass a public hearing.

Commissioner Carlson recommended that the Department of Transportation share the inventory of the project with the Board of Police Commissioners. The members of the Commission agreed. The Chief of Police will reach out to them for the inventory.

Motion: Upon a motion by Commissioner Carlson and seconded by Commissioner Chello, the Commission requested the Chief of Police obtain a current list of applicable locations for the State of Connecticut Department of Transportation project and have the traffic subcommittee review them prior to making a decision.

All in favor: Mikolay, Carlson, Chello, Frey

Opposed: None

Abstained: None

3.2. Correspondence received regarding Clapboard Hill Road.

Chief Hutchinson reviewed correspondence from a resident on Clapboard Hill Road regarding speeding. He reviewed recommendations made by the resident. The Chief reported that the department continues to perform frequent radar checks on Clapboard Hill Road. Discussion followed. Chief Hutchinson will contact the resident regarding the discussion.

In addition, Chief Hutchinson will address these concerns with his staff. It was agreed that patrol will continue to perform regular radar checks and the portable speed sign will be added to the traffic list for setup on Clapboard Hill Road.

Discussion took place on the department goals regarding traffic concerns. It was agreed that the department will continue to be proactive and in the area of traffic and speed enforcement.

4. Committee Reports.

4.1. Facilities/Equipment

4.1.1. Verbal Update (Chief of Police).

Chief Hutchinson asked Deputy Chief Hyatt to review Facilities and Equipment with the Board of Police Commissioners.

Deputy Chief Hyatt reviewed the heating system issues in the building. He talked about the updates that were performed in an effort to fix the control system for adequate heating.

Chief Hutchinson reported that the new Tasers have been delivered and will be deployed soon.

4.2. Personnel

4.2.1. Communication regarding Officer Casey received from the Federal Bureau of Investigation.

Chairman Mikolay reviewed the communication received regarding Officer Casey from the Federal Bureau of Investigation. This was a commendable letter on his work.

4.2.2. Correspondence received from Council 4, AFSCME, AFL-COP regarding MPP-33014. (May require Executive Session).

Motion: Upon a motion by Commissioner Frey and seconded by Commissioner Carlson, the Commission voted to approve to move Personnel Item 4.2.2. Correspondence received from Council 4, AFSCME, FL-COP regarding MPP-33014 to Executive Session.

All in favor: Mikolay, Carlson, Chello, Frey

Opposed: None

Abstained: None

4.2.3. Personnel Update-Verbal. (May require Executive Session).

Chief Hutchinson updated the Board of Police Commissioners on an Officer at the Academy who sustained an injury and is now on light duty.

He reviewed the progress of the four candidates that recently graduated the Academy and are doing fantastic.

4.2.4. Correspondence from the Chief of Police on Firearms Training.

Chairman Mikolay reviewed the correspondence from the Chief of Police commending Officer Morrell, Officer Tullo and Officer Thompson for their efforts, expertise and professionalism during a recent training.

4.3. Communication

- 4.3.4. Correspondence received from North Branford Police Department in appreciation of Officer Bartlett and K-9 Kobe for their assistance.

Chairman Mikolay read from correspondence from the North Branford Police Department thanking Officer Bartlett and K-9 Kobe for a job well done.

- 4.3.5. Correspondence received to the Department from Peter and Rula Burrow in appreciation of the Department.

Chairman Mikolay reviewed the letter of appreciation from Peter and Rula Burrow.

- 4.3.6. Communication received from Diane and Mike Barbera to the Board of Police Commissioners and the Chief of Police thanking them for their help with a traffic matter.

Chairman Mikolay stated that the Board of Police Commissioners and the Chief appreciated the thank you note from Diane and Mike Barbera.

- 4.3.7. Thank you note received to the Board of Police Commissioners and Administrative Staff from Kelly Weady.

Chairman Mikolay acknowledged the thank you note received from Kelly Weady.

- 4.3.8. Correspondence received from Cynthia DeMatteis Cartier thanking the Chief of Police.

Chairman Mikolay summarized a thank you note from Cynthia DeMatteis Cartier thanking the Chief of Police.

- 4.3.9. Correspondence received from the Nunzianto family to the Guilford Police Department.

Chairman Mikolay acknowledged a thank you note received by the Guilford Police Department for the department's support from the Nunzianto family.

- 4.3.10. Correspondence received from a young resident to the Department.

Chairman Mikolay acknowledged a thank you from a young resident.

- 4.3.11. Thank you note received regarding Officer O'Connor.

Chairman Mikolay stated communication was received regarding Officer O'Connor thanking him for his assistance.

4.4. Budget/Finance

- 4.4.4. 2017/2018 Budget.

Chief Hutchinson reviewed the budget line items with the Board of Police Commissioners which remains in line.

4.4.5. 2018/2019 Budget Preparation Schedule.

Chief Hutchinson and Chairman Mikolay attended the Selectmen's meeting and presented the 2018/2019 budget. The budget was reviewed. Chairman Mikolay said the Chief was recognized at the meeting for his organized reporting and for being prepared to answer questions.

5. Monthly Reports.

Chief Hutchinson entertained questions regarding the monthly reports and there were none.

6. Old Business.

6.2. Board of Police Commissioners-Election of Officers.

Commissioner Carlson recommended that the election of Officers take place in June to coincide with the transition of Commission members. Discussion took place and it was agreed. Commissioner Carlson nominated Chairman Mikolay to remain as Chairman. Chairman Mikolay nominated Commissioner Carlson to remain as Vice Chair.

Motion: Upon a motion by Commissioner Carlson and seconded by Commissioner Chello, the Commission voted to approve the election of Officers taking place in June of 2018.

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

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to approve Chairman Mikolay as the Chairman of the Commission.

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

Motion: Upon a motion by Chairman Chello and seconded by Commissioner Frey, the Commission voted to approve Commissioner Carlson as the Vice Chairperson of the Commission.

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

7. New Business

None.

8. Police Comments.

None.

Motion: Upon a motion by Commissioner Carlson and seconded by Commissioner Frey, the Commission voted to move out of Public Session and into Executive Session inviting the Chief of Police and Deputy Chief of Police and excusing the Clerk of the Board at 6:00 P.M.

All in favor: Mikolay, Carlson, Chello, Frey

Opposed: None

Abstained: None

The Clerk of the Board left the room at 6:00 P.M.

Respectfully submitted,

Lucy Krauchick, Clerk of the Board

9. Executive Session.

Motion: Upon a motion by Commissioner Carlson and seconded by Commissioner Frey, the Commission voted to move out of Executive Session and into Public Session at 6:51 P.M.

All in favor: Mikolay, Carlson, Chello, Frey

Opposed: None

Abstained: None

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

Motion: Upon a motion by Commissioner Carlson and seconded by Commissioner Frey, the Commission voted to adjourn the meeting at 6:52 P.M.

All in favor: Mikolay, Carlson, Chello, Frey

Opposed: None

Abstained: None

Typist of Executive Session and Motions: Lucy Krauchick, Clerk of the Board