

Town of Guilford
Board of Police Commissioners
MINUTES
Wednesday, June 19, 2019
5:30 P.M.
Community Room – Police Headquarters

Present:

Commissioners: Chairman Carlson
Commissioner Mikolay
Commissioner Chello
Commissioner Frey
Commissioner Welsh

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

Public: Mr. Torre

Chairman Carlson called the meeting to order at 5:30 P.M. She asked for a motion to add an item to the Agenda.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to approve the addition of Item 4.3.6. Correspondence received from Ms. Foster in recognition of Officer Gingras.

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

Opposed: None

Abstained: None

Vote unanimous.

1. Approval of Board of Police Commissioners prior meeting minutes

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, May 15, 2019.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Welsh, the Commission voted to approve the meeting minutes of Wednesday, May 15, 2019. as presented.

All in favor: Carlson, Mikolay, Chello, Welsh

Opposed: None

Abstained: Frey

Voted and approved.

2. Public Petition and Commentary.

None.

3. Traffic.

3.1. Signage/Traffic Enforcement

3.1.1. 2019T8 West Lake Avenue/Olson Road.

Chief Hutchinson updated the Commissioners regarding West Lake Avenue/Olson Road. He reviewed previous discussion in regard to this intersection. Discussion took place on the consideration which was made by North Branford's Town Engineer, as well as discussion with Guilford's Town Engineer. Chief Hutchinson reported that the Public Works Department cut back brush to improve the sightlines. Discussion took place and it was agreed both Town Engineers should meet to discuss this matter further.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Mikolay, the Commission voted to table Item 3.1.1 West Lake Avenue/Olson Road.

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

Opposed: None

Abstained: None

Vote unanimous.

3.1.2. 2018T21 Update only-No action required.

3.2. Runs/Rides

3.2.1. 2019R10 BCTV ride request for the 4th Annual Tour de Branford event.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Welsh, the Commission voted to approve the 4th Annual Tour de Branford event on September 22, 2019 as presented.

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

Opposed: None

Abstained: None

Vote unanimous.

Chief Hutchinson will contact the Event Coordinator for the Tour de Branford to inform them that the ride is on the same Sunday as the Guilford Fair.

4. Committee Reports.

4.1. Facilities/Equipment

4.1.1. Request to purchase two (2) Speed signs (no documents).

Chief Hutchinson requested the Commissioners consider the purchase of two digital speed notification signs with the consideration of the purchase from the current budget. Discussion took place.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to approve the purchase of two digital speed notification signs with a total cost of \$6800 from the current budget.

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

Opposed: None

Abstained: None

Vote unanimous.

4.2. Personnel

4.2.1. Request by Chief Hutchinson to carry over unused vacation time.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to approve the request by Chief Hutchinson to carry over unused vacation time.

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

Opposed: None

Abstained: None

Vote unanimous.

4.2.2. Request by Deputy Chief Hyatt to carry over unused vacation time.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to approve the request by Deputy Chief Hyatt to carry over unused vacation time.

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

Opposed: None

Abstained: None

Vote unanimous.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to move Items 4.2.3. Interview candidate for the position of Police Officer and Item 4.2.4. I.A. 2019-01 to Executive Session.

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

Opposed: None

Abstained: None

Vote unanimous.

4.2.3. Interview candidate for the position of Police Officer (may require Executive Session).

As moved to Executive Session

4.2.4. I.A. 2019-01.

As moved to Executive Session.

4.3. Communications

4.3.1 Thank you note received from the Duque Family.

Chairman Carlson acknowledged a thank you note received to the Board of Police Commissioners from Officer Duque and his family.

4.3.2 Communications received thanking Sergeant Jakober for the Citizens Police Academy.

Chairman Carlson acknowledged complimentary notes received to Sergeant Jakober from participants of the recent Citizens Police Academy commending her for her coordination of the program.

4.3.3. Communication from C. J. Korn for internship opportunity.

Chairman Carlson acknowledged communication from C. J. Korn thanking the department for a recent internship he completed.

4.3.4. Thank you note form the Cone family for assistance provided by Dispatcher Esposito, Officer Duque and Officer White.

Chairman Carlson acknowledged a thank you note received to the department from the Cone family thanking Dispatcher Esposito, Officer Duque and Officer White for their assistance.

4.3.5. Thank you note from Guilford D.A.Y. initiative for the Department, particularly Officer Martone.

Chairman Carlson acknowledged a thank you note from the Guilford D.A.Y. initiative for the Department and particularly for Officer Martone.

4.3.6. Correspondence received from Ms. Foster in recognition of Officer Gingras.

Chairman Carlson acknowledged a thank you note received from Ms. Foster in recognition of Officer Gingras for his assistance.

4.4. Budget

4.4.1. Budget report FY18/19

Chief Hutchinson discussed the current budget which remains in very good order.

5. Monthly Reports

Chief Hutchinson entertained questions on the monthly reports. Commissioner Chello asked for clarification on NIBRS. Chief Hutchinson explained that NIBRS stands for National Incident Based Reporting System.

6. Old Business

None.

7. New Business

Commissioner Mikolay discussed a newly formed Task Force, Safe Streets in conjunction with Complete Streets which is a National program. He reviewed a meeting that he attended and shared his observation. He said it was a positive meeting. He recommended that the members of the Board of Police Commissioners filter into the monthly meetings. It was discussed and agreed that it would benefit the department to assign someone from the Traffic Unit to attend the regular monthly meetings. Commission Mikolay indicated a positive outlook for the Task Force.

8. Police Personnel Comments

None.

At this time, Commissioner Mikolay asked to speak on behalf of the Board of Police Commissioners. He thanked Chairman Carlson for her excellence and dedication to the Board of Police Commissioners as her term ends tonight. Her long time commitment to the Board of Police Commissioners and the Police Department cannot be measured. She will be missed.

Chief Hutchinson spoke about her long time appointment and spoke about her dedication to the department and her excellence as a Commissioner. The Guilford Police Department will miss her as a Board Member and everyone wishes her well in her future endeavors. Chief Hutchinson thanked Chairman Carlson for her volunteerism.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Welsh, the Commission voted to move out of Public Session and into Executive Session inviting the Chief of Police and the Deputy Chief of Police and dismissing the Clerk of the Board for the purposes of Item 4.2.4 I.A. 2019-01 at 5:50 P.M.

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

Opposed: None

Abstained: None

Vote unanimous

The Clerk of the Board left the room at 5:51 P.M.

Respectfully submitted,

Lucy Krauchick
Clerk of the Board

9. Executive Session

The Commission moved out of Executive Session and into Public Session at 6:20 P.M.

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

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to move out of Public Session and into Executive Session inviting the Chief of Police, the Deputy Chief of Police and the Police Candidate for the purposes of Item 4.2.3. Interview candidate for the position of Police Officer at 6:22 P.M.

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

Opposed: None

Abstained: None

Vote unanimous

The Commission moved out of Executive Session and into Public Session at 7:08 P.M.

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

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to make a conditional offer of employment to Michael Torre for the position of Patrol Officer Grade A effective on the successful completion of a background investigation.

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

Opposed: None

Abstained: None

Vote unanimous

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to adjourn the meeting at 7:10 P.M.

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

Opposed: None

Abstained: None

Vote unanimous

Respectfully submitted,

Typist:

Lucy Krauchick
Clerk of the Board