

**Board of Police Commissioners
Meeting Minutes
Wednesday, November 20, 2019
5:30 P.M. at Police Headquarters**

Present: Board Members: Robert Welsh, Michael Mikolay, Charles Frey,
Paul Chello, Carrie Federici
Department Members: Chief Jeffrey Hutchinson, Deputy Chief Warren
Hyatt, Lucy Krauchick, Clerk, Sergeant Massey
Officer Torre, Officer Fitzpatrick, Officer Lall, Officer
McPhillips
Others: Sylvia Torre, Attorney Hodgson

Call to order.

Chairman Welsh called the meeting to order at 5:30 p.m.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to add to the Agenda under New Business item 7.1. Safe Streets Task Force.

*In Favor: Welsh, Mikolay, Frey, Chello, Federici
Opposed: None
Abstained: None*

1. Approval of prior meeting minutes

1.1 Approval of the regular meeting minutes of the Board of Police Commissioners of October 16, 2019.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to accept the minutes of the October 16, 2019 meeting as presented.

*In Favor: Mikolay, Frey, Chello
Opposed: None
Abstained: Welsh, Federici*

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Mikolay, the Board of Police Commissioners voted to move up the Agenda under Personnel item 4.2.1 Swearing-In Ceremony-Officer Torre to accommodate the audience.

*In Favor: Welsh, Mikolay, Frey, Chello, Federici
Opposed: None
Abstained: None*

Chief Hutchinson welcomed the audience. He thanked Officer Torre for joining the department as a lateral hire from the City of New Haven. He congratulated Officer Torre and wished him a great career with the Police Department.

Officer Torre was sworn in by Chairman Welsh. A photo opportunity took place and a brief recess for refreshments.

2. Public Petition/Commentary

None

3. Traffic

3.1. Signage/Traffic Enforcement

3.1.1 2019T10 Concept Park-Crosswalk as tabled.

Chief Hutchinson reported that he contacted the State regarding the crosswalk. The matter is pending.

3.1.2 2019T12 Intersection Broad Street and Whitfield Street-Crosswalks.

Commissioner Mikolay shared visuals of the crosswalks at the intersection of Broad Street and Whitfield Street. Discussion took place. It was evident the crosswalks have concerns. Discussion took place.

Chief Hutchinson will contact the Town Engineer for engineering specifications and her recommendation on this matter. It was agreed more research should be conducted. This matter is pending.

3.1.3 2019T13 Sachem's Head-Parking

The Chief reviewed the reconstruction of the bridge on Prospect Avenue. Discussion took place with the consideration of waiving overnight parking restrictions this winter on Prospect Avenue and along Chimney Corner Circle.

It was agreed a short-term solution could be put in place allowing parking with the condition that there is no hinderance for snow removal. It was agreed this is a temporary solution for this winter.

Motion: Upon a motion by Commissioner Mikolay and seconded by Commissioner Federici, the Board of Police Commissioners voted to allow temporary parking this winter on Prospect Avenue along Chimney Corner Circle in Sachem's Head subject to the requirement to move vehicles during snow clearing operations.

In Favor: Welsh, Mikolay, Frey, Chello, Federici
Opposed: None
Abstained: None

3.2. Runs/Rides

3.2.1 2020R1-Rotary Club of Guilford-Annual Frosty 5k Road Race.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to approve the Annual Frosty 5k Road Race sponsored by the Rotary Club of Guilford as presented.

In Favor: Welsh, Mikolay, Frey, Chello, Ferderici
Opposed: None
Abstained: None

4. Committee Reports

4.1 Facilities/Equipment

4.1.1 Facilities/Equipment update (no documents).

None

4.2 Personnel

4.2.1 Swearing-In Ceremony-Officer Torre

As previously approved. This item was moved up the Agenda.

4.2.2 M.A.C.O. Reappointment-F.Y.I.

Chief Hutchinson has reappointed Kelly Weady as the Municipal Animal Control Officer for the Town of Guilford.

4.3 Communications

4.3.1 Communication from Nancy and John Bonsall thanking the department.

Communication was received from the Bonsall's thanking the department for a house check.

4.3.2 Communication thanking Sergeant Jakober and Officer Potter.

Communication was received from Ms. Rascati thanking Sergeant Jakober and

Officer Potter for their assistance on a medical call.

4.3.3 Communication from the Stewart Family thanking the department.

Communication was received from the Stewart Family thanking the department for protecting and serving the Town.

4.3.4 Communication from Rich Evans commending M.A.C.O Weady and

Communication was received from Rich Evans thanking Animal Control Officer Weady and Dispatcher Terribile for securing his loose dog.

4.3.5 Communication from Anthony Sette thanking the department.

Communication was received from Anthony Sette, who recently completed an internship with the department.

4.3.6 Communication from Heather Hackley of the Guilford Savings Bank thanking Officer Morrell.

Communication received from Heather Hackley of the Guilford Savings Bank thanking Officer Morrell for a recent training program.

4.4 Budget/Finance

4.4.1 Budget Report FY 2019/2020.

A surplus in the salary line is anticipated due to an open supervisor position. The budget remains in order.

4.4.2 Budget Report FY 2020/2021.

Chief Hutchinson reported on the Capital Budget meeting which will take place on November 21, 2019. Chief Hutchinson reported on an expenditure which has been removed from the Capital Budget.

He reported on a scheduling software solution at a sizably reduced price than previously anticipated.

5. Monthly Reports

The Monthly Reports were reviewed. The Chief entertained questions. Commissioner Chello asked question regarding the Workload Analysis Report. Discussion took place.

6. Old Business

None

7. New Business

7.1. Safe Streets Task Force-Update.

Commissioner Mikolay spoke about the Safe Streets Task Force. Discussion took place including the department budget. Concerns regarding duality took place.

It was discussed and agreed that the Safe Streets Task Force is a good working task force but the Board of Police Commissioners remain the Traffic Authority for the Town of Guilford. In light of the discussion, Commission Mikolay will attend the next regular meeting of the Safe Streets Task Force and communicate the role of the Traffic Authority and any concerns. Commissioner Welsh will meet with the First Selectman.

8. Police Personnel Comments

None

Motion: Upon a Motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to move out of Regular Session and into Executive Session at 6:15 PM and inviting Chief Hutchinson, Deputy Chief Hyatt and Attorney Hodgson and excusing the Clerk of the Board.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick, Clerk of the Board of Police Commissioners

9. Executive Session

9.1. Pending legal matters.

Motion: Upon a Motion by Commissioner Frey, and seconded by Commissioner Federici, the Commission voted to move out of Executive Session and into Regular Session at 6:37 PM.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

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

Motion: Upon a Motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to adjourn the meeting at 6:38 PM.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Executive Session submitted by: Deputy Chief Hyatt
Typist: Lucy Krauchick