

**Board of Police Commissioners
Approved Meeting Minutes
Wednesday, May 20, 2020
5:30 P.M. – Zoom Video Conference**

Present: Board Members: Robert Welsh, Michael Mikolay, Charles Frey,
Paul Chello, Carrie Federici
Department Members: Chief Jeffrey Hutchinson,
Deputy Chief Warren Hyatt Jr.
Lucy Krauchick, Clerk of the Board
Public: None

Call to order.

Chairman Welsh called the meeting to order at 5:31 p.m.

1. Approval of prior meeting minutes

1.1 Approval of the regular meeting minutes of the Board of Police Commissioners of April 15, 2020.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Mikolay, the Board of Police Commissioners voted to accept the minutes of the regular meeting of April 15, 2020, as presented.

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

2. Public Petition/Commentary

None.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Federici, the Board of Police Commissioner voted to add under Traffic Item 3.1. Broad Street and River Street to the Agenda.

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

3. Traffic

3.1. Broad Street and River Street.

Commissioner Mikolay presented traffic concerns that were brought to his attention regarding the intersection of Broad Street and River Street. Commissioner Mikolay reviewed the concerns. Chief Hutchinson reminded the Board of Police Commissioners that reconstruction of the intersection took place just a few years ago. Upon discussion, the Board of Police Commissioners agreed that the Traffic committee would review the concerns with the town engineer.

4. Committee Reports

4.1 Facilities/Equipment

None.

4.2 Personnel

4.2.1 Civilian recommendation for commendable service for Officer Gingras.

Chief Hutchinson reported that a civilian recommendation for commendable service was received for Officer Gingras. This recommendation came thru the Police Department website. The Chief reported that both complaint forms and commendable service forms are available on the website. Officer Gingras was commended and it was agreed he was deserving of the recognition.

4.3 Communications

4.3.1 Thank You letter from Dennis Culliton to the Department for work at mask distribution.

Chairman Welsh acknowledged correspondence received from Dennis Culliton thanking Chief Hutchinson and the officers who participated in the distribution of masks for the Town of Guilford residents.

4.3.2 Thank You note from Amelia Rogers to the Department.

Chairman Welsh acknowledged correspondence received from Amelia Rogers to the department for the service and dedication especially during the COVID 19 pandemic. K9 Kobe was also acknowledged for his service.

4.3.3 Certificate of Appreciation from the Connecticut Cancer Society.

Chairman Welsh acknowledged a certificate of appreciation received to the department for participating in the No Shave November event which helps cancer patients and their families.

Deputy Chief Hyatt entered the meeting at 5:38 P.M.

4.4 Budget/Finance

4.4.1 Budget Report FY 2019/2020.

Chief Hutchinson reported there is a surplus in the replacement line and the training line. The Chief is encouraged with the overall budget which continues to be lower than projected. Chief Hutchinson reported that the department can provide a considerably real number by the end of this month.

5. Monthly Reports

Monthly Reports were reviewed.

6. Old Business

None.

7. New Business

Chairman Welsh asked about the open dispatcher position. Chief Hutchinson responded the process had been put on hold due to COVID 19 but is now moving forward with the hiring process. The Chief reported the open position for Police Officer has been put on hold. The Chief reported that the Sergeant Assessment is scheduled for June 10, 2020.

Chief Hutchinson requested to take the floor for an additional update. To summarize, Chief Hutchinson stated that this will be his last official board meeting due to his retirement. He took the opportunity to thank the Board of Police Commissioners, Deputy Chief Hyatt and Lucy Krauchick, Executive Assistant to the Chief of Police.

Chief Hutchinson thanked the Guilford Community. He stated he was blessed to have the opportunity to work for this town and could never imagine a better experience. He is thankful for the professional and personal relationships he has made over the years.

The Board of Police Commissioners thanked Chief Hutchinson for his years of service and his outstanding job as both Chief of Police and Deputy Chief of Police.

All present at the meeting wished Chief Hutchinson the best in his future endeavors. He will be missed.

8. Police Personnel Comments

None.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Board of Police Commissioners voted to move out of Public Session and into Executive Session excusing the Chief of Police, the Deputy Chief of Police and Lucy Krauchick, Clerk of the Board for the purpose of Item 9.1 Discussing legal and

personnel matters at 5:43P.M.

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

Respectfully submitted by: Lucy Krauchick, Clerk of the Board

9. Executive Session

9.1 Discuss Legal and Personnel Matters.

Returned to Public Session at 6:34 P.M.

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

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to adjourn the meeting at 6:35 P.M.

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

Typist: Lucy Krauchick, Clerk of the Board of Police Commissioners