

APPROVED
**Board of Police Commissioners
Meeting Minutes
Wednesday, June 17, 2020
5:30 P.M. – Zoom Video Conference**

Present: Board Members: Robert Welsh, Michael Mikolay, Charles Frey,
Paul Chello, Carrie Federici
Department Members: 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 May 20, 2020

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to accept the minutes of the regular meeting of May 20, 2020, as presented.

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

Motion: Upon a motion by Commissioner Federici, and seconded by Commissioner Frey, the Board of Police Commissioners voted to add to Personnel item 4.2.4 Request to carry over vacation time-Deputy Chief Hyatt

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

2. Public Petition/Commentary

No public in the waiting room, therefore, none.

3. Traffic

3.1. Water Street-request for traffic sign.

Chairman Welsh reviewed concerns of Ms. Dwyer regarding the blind curve at

244 Water Street. She provided visuals.

Discussion took place regarding the blind curve and her driveway. It was noted that Water Street is a State road, therefore, the Traffic Authority is limited to action. Commissioner Mikolay discussed sightline improvements and signage. It was discussed and agreed that needs must be approved by the State of CT Department of Transportation (D.O.T.).

Deputy Chief Hyatt will contact the Public Works Department regarding sightline improvements. The Deputy Chief will refer the concerns to the State of CT D.O.T. for consideration. Deputy Chief Hyatt will contact Mrs. Dwyer to inform her of the discussion and he will update the Board of Police Commissioners next month.

3.2 Lakeside Drive-request for traffic sign and painted lines.

Chairman Welsh reviewed correspondence received from the Lombardi's regarding Timberland Trail Head on Lakeside Drive and their concerns regarding pedestrian traffic, parking and safety. The Lombardi's made suggestions to add a traffic sign and also the addition of painted road lines.

Commissioner Mikolay reviewed the concerns using visuals. Discussion took place. It was agreed that parked cars cannot block emergency fire/medical vehicle access. Suggestions were made for improvements. The visuals were helpful.

Deputy Chief Hyatt will review the discussion with Mr. Fillion of the Public Works Department including parking, painted lines and emergency vehicle access. The Lombardi's will be briefed on the discussion. Deputy Chief Hyatt will report back to the Commission at the next regular meeting.

3.3 Elm Street-request for traffic sign

The Deputy Chief reviewed the location of Elm Street with the Commissioners. A traffic request for a "Children at Play" sign was made through email. It was discussed and agreed that the sign is not an approved sign. Commissioner Mikolay offered visuals of the road. Deputy Chief Hyatt discussed signage and suggested the addition of speed limit signs.

Discussion took place and it was agreed that the department's Traffic Unit will look into this further and provide enhanced traffic enforcement. The Deputy Chief will review this road with the Department of Public Works and the Department of Engineering to discuss the signs. The speed tracking device will be used to record speed when the device is available.

3.4 Submitted FYI-correspondence from the State of CT Department of Transportation.

Submitted as informational, the State of Connecticut communicated the

upgrading of signals at intersections on the Boston Post Road.

3.5 Removal of crosswalk Whitfield Street (supplement to prior approval for relocating crosswalk).

Deputy Chief Hyatt asked for a motion to remove the current crosswalk on Whitfield Street, north of Water Street, in lieu of the approved relocation on Whitfield Street, south of Water Street. The Town Engineer requested action on this item.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to remove the current crosswalk on Whitfield Street, north of Water Street in conjunction with the addition of a new crosswalk at the previously approved new location on Whitfield Street, south of Water Street (between Pages Hardware Store and Amarone's Restaurant).

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

Opposed: None

Abstained: None

The Deputy Chief will draft a letter to the Town Engineer regarding the motion.

The Deputy Chief reviewed additional traffic, as informational. He stated that a private contractor will be gathering water samples from catch basins throughout town thoroughfares and testing the runoff water for the State Clean Water Project.

Commissioner Mikolay reviewed traffic information regarding the Safe Streets Task Force. The task force will be engaging a consultant to further plan and review projects to enhance traffic safety in town with their allocated funds. The Deputy Chief and the Town Engineer were contacted by the Task Force and the role of the Traffic Authority was included as part of the supporting information for the consultant's review.

4. Committee Reports

4.1 Facilities/Equipment

None.

4.2 Personnel

4.2.1. Chief Jeffrey C. Hutchinson-Retirement announcement to the Board of Police Commissioners.

Chief Hutchinson submitted a formal retirement letter with the date of August 11, 2020.

4.2.1 Chief Jeffrey C. Hutchinson-Retirement announcement to All Personnel of the Guilford Police Department.

Chairman Welsh reviewed the announcement that Chief Hutchinson sent to all department members regarding his retirement.

The Board of Police Commissioners congratulated Deputy Chief Hyatt as the new Chief of Police for the Guilford Police Department (effective upon Chief Hutchinson's retirement on August 11, 2020).

4.2.3 Patrol Officer McCain - Carry over vacation time.

Discussion took place regarding the request. Officer McCain and K9 Jax were enrolled in a specialized training program which began in March and went into the month of June. This training was mandatory.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to approve the carryover of 80 hours of accrued vacation into fiscal year 2020/2021 for Officer McCain.

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

Opposed: None

Abstained: None

4.2.4 Deputy Chief Hyatt - Carry over vacation time.

Discussion took place regarding the request.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to approve the carryover of 80 hours of accrued vacation time into fiscal year 2020/2021 for the Deputy Chief Hyatt.

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

Opposed: None

Abstained: None

4.3 Communications

4.3.1 Thankyou note from members of the 6-5 EP Staff at Yale New Haven Hospital.

Chairman Welsh read from a thank you note received from the Yale New Haven Hospital thanking the department.

4.3.2 Thank you note received to Lt. Bernier.

Chairman Welsh read from a thank you note received to Lt. Bernier.

4.3.3 Thank you note to the department from Mr. Huhn.

Chairman Welsh read from a thank you note to the department from Mr. Huhn.

4.3.4. Thank you note received to Sgt. Jakober.

Chairman Welsh read from a thank you note received to Sgt. Jakober.

4.3.5 Thank you note to the department from the Dunan Family.

Chairman Welsh read from a thank you note received to the department from the Dunan Family.

4.3.6 Thank you note to the department from the Phillips Family.

Chairman Welsh read from a thank you note received to the department from the Phillips Family.

4.3.7 Thank you note to the department from Pat Todd.

Chairman Welsh read from a thank you note received to the department from Pat Todd.

4.3.8 Thankyou note to the department from Barbara Skelley.

Chairman Welsh read from a thank you note received to the department from Barbara Skelley.

4.4 Budget/Finance

4.4.1 Budget Report FY 2019/2020.

Deputy Chief Hyatt reported there is a surplus in the 2019/2020 budget and reviewed line items. Discussion took place regarding Covid-19 and training cancellations.

5. Monthly Reports

Monthly Reports were reviewed.

6. Old Business

None.

7. New Business

None.

8. Police Personnel Comments

None.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to move out of Public Session and into Executive Session inviting the Deputy Chief of Police and excusing Lucy Krauchick, Clerk of the Board for the purpose of discussing a personnel matter and legal matter at 6:14 P.M.

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

Opposed: None

Abstained: None

The Clerk of the Board left the meeting at 6:15 P.M.

Respectfully submitted by: Lucy Krauchick, Clerk of the Board

Returned to Public Session at 7:03 P.M.

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

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to adjourn the meeting at 7:05 P.M.

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

Opposed: None

Abstained: None

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