

**Board of Police Commissioners  
Meeting Minutes  
Wednesday, August 19, 2020  
5:30 P.M. – Zoom Video Conference**

Present: Board Members: Robert Welsh, Michael Mikolay, Carrie Federici,  
Edward Huguenel  
Paul Chello (late meeting arrival)  
Department Members: Chief Warren H. Hyatt Jr.  
Lucy Krauchick, Clerk of the Board  
Public: None

**Call to order.**

Chairman Welsh called the meeting to order at 5:33 PM.

Chairman Welsh took the floor to welcome Edward Huguenel as the newly appointed Board of Police Commissioner.

Chairman Welsh acknowledged Chief Hyatt as the Chief of Police for the Town of Guilford. Chief Hyatt was officially sworn on August 11, 2020.

**1. Approval of prior meeting minutes**

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

*Motion: Upon a motion by Commissioner Mikolay and seconded by Chairman Welsh, the Board of Police Commissioners voted to accept the minutes of the regular meeting on July 15, 2020 as presented.*

*In Favor: Welsh, Mikolay*

*Opposed: None*

*Abstained: Federici, Huguenel*

**2. Public Petition/Commentary**

No public in the waiting room.

**3. Traffic**

**Signage/Enforcement**

**3.1. Kevin Magee, Tree Warden, Stop Light Sight Lines-FYI**

Submitted as informational. A brief discussion regarding the sight lines took place

and the role of the Department of Public Works and clearing sightlines for traffic control device.

3.2 Correspondence from Deputy Chief Hyatt to Ms. Wolak-FYI.

Submitted as informational. Chairman Welsh thanked Chief Hyatt for an excellent and timely response to Ms. Wolak.

3.3 State Project 0170-3545-FYI.

Submitted as informational.

3.4 Old Sachems Head Road-Request for sign (2020T5)

A request for additional signage on Old Sachems Head Road took place. Chief Hyatt stated that he took a ride to assess the situation at Old Sachems Head Road and Arrowhead Road. Discussion took place. It was agreed that more research would be conducted.

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Federici, the Board of Police Commissioners voted to table the request for additional signage on Old Sachems Head Road until further research can be conducted.*

*In Favor: Welsh, Mikolay, Federici, Huguenel*  
*Opposed: None*  
*Abstained: None*

3.5 Goose Lane/Nut Plains Road-DOT update (2020T2).

Discussion took place regarding the speed limit at Goose Lane and Nut Plains Road. Chief Hyatt stated that he accepted the decision set forth by the Department of Transportation's study to remain with the current speed limit. The Chief reported the Department of Transportation provided justification for the decision. The reconfiguring of this location is ongoing and the Engineering Department is aware of the project.

It was agreed no action needed to be taken at this time. Commissioner Mikolay suggested the Traffic Authority take another look at this matter once the reconfiguration has been completed. It was agreed.

**Runs/Rides**

None.

**4. Committee Reports**

## **4.1 Facilities/Equipment**

Chief Hyatt briefly reviewed generator redundancy and the backup plan. He reported that the work has taken place. Lt. Provencher is scheduling a contractor with the Fire Department to check the backup system.

Chief Hyatt reported that the sprinkler system was tested and is in good working order.

## **4.2 Personnel**

### **4.2.1 Patrol Officer-Resignation**

Chief Hyatt reported that Officer Gregory Peet resigned from the Guilford Police Department to move on to a position with the Ansonia Police Department. It was discussed and agreed that Officer Peet was an officer in good standing. The Board of Police Commissioners wished him well and thanked him for his service.

Commissioner Huguenel asked a question regarding officer retention. Discussion took place. Chief Hyatt discussed Officer Peet's exit interview.

Chief Hyatt reviewed open positions for uniformed personnel with the Board of Police Commissioners and the upcoming hiring process.

Chairman Welsh inquired about the open Dispatcher position. Chief Hyatt responded that interviews took place and a conditional offer has been made to an applicant.

## **4.3 Communications**

### **4.3.1 Thank you note from the Jerbi Family.**

Chairman Welsh read from a thank you note received from the Jerbi Family. They were grateful for the birthday drive-by for Georgie.

### **4.3.2 Thank you note from Daniel John Davenport (Officer Thornton).**

Chairman Welsh acknowledged a thank you note which was received from Mr. Davenport to the department. Officer Thornton responded to the call.

### **4.3.3 Thank you note to Chief Hutchinson from Mr. Griffiths.**

Chairman Welsh acknowledged a thank you note received to Chief Hutchinson from Mr. Griffiths regarding a scholarship.

#### **4.4 Budget/Finance**

##### **4.4.1 Budget Report FY 2019/2020.**

Chief Hyatt reported that the budget is one month in and remains in order at this time. He discussed contract renewals due the first of the fiscal year and replacement time due to scheduled time off.

#### **5. Monthly Reports**

Monthly Reports were reviewed. A review of the process for assignment into the Detective Bureau took place. This is an internal assignment.

#### **6. Old Business**

None.

#### **7. New Business**

##### **7.1 Election of Officers.**

The Board of Police Commissioners conducted their Election of Officers.

*Motion: Upon a motion by Commissioner Federici, and seconded by Commissioner Mikolay, the Board of Police Commissioners elected Commissioner Welsh as the Chairman of the Board.*

*In Favor: Welsh, Mikolay, Federici, Huguanel*

*Opposed: None*

*Abstained: None*

*Motion: Upon a motion by Commissioner Welsh, and seconded by Commissioner Federici, the Board of Police Commissioners elected Commissioner Mikolay as the Vice Chairman of the Board.*

*In Favor: Welsh, Mikolay, Federici, Huguanel*

*Opposed: None*

*Abstained: None*

##### **7.2 Committee Assignments**

Discussion took place and the following Committee Assignments were made as follows:

Traffic Committee-Assigned are Commissioner Mikolay and Commissioner Huguenel.

Facilities and Equipment Committee-Assigned are Commissioner Huguenel and Commissioner Federici.

Finance/Budget Committee-Assigned are Commissioner Chello and Commissioner Mikolay.

Personnel Committee-Assigned are Commissioner Federici and Chairman Welsh.

### 7.3 Welcome Commissioner Huguenel

Chairman Welsh, once again, welcomed Commissioner Huguenel. The Board of Police Commissioners are looking forward to working with the new Commissioner. The Clerk of the Board will contact Sgt. Larsen to setup a new town email for Commissioner Huguenel.

## 8. Police Personnel Comments

None.

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Huguenel, the Board of Police Commissioners voted to move out of Public Session and into Executive Session inviting the Chief of Police and excusing Lucy Krauchick, Clerk of the Board for the purposes of discussing personnel matters and legal matters at 6:04 PM.*

*In Favor: Welsh, Mikolay, Federici, Huguenel*

*Opposed: None*

*Abstained: None*

Commissioner Chello entered the meeting at this time. The Clerk of the Board left the meeting at 6:06 PM.

*Respectfully submitted by: Lucy Krauchick, Clerk of the Board*

Returned to Public Session at 6:42 PM.

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

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Federici, the Board of Police Commissioners voted to adjourn the meeting at 6:44 PM.*

*In Favor: Welsh, Mikolay, Federici, Huguenel*

*Opposed: None*  
*Abstained: None*

*Typist: Lucy Krauchick, Clerk of the Board*