

**Board of Police Commissioners
Meeting Minutes
Wednesday, November 18, 2020
5:30 P.M.– Zoom Video Conference**

Present: Board Members: Robert Welsh, Michael Mikolay, Paul Chello
Carrie Federici, Edward Huguenel
Department Members: Chief Warren Hyatt Jr.
Deputy Chief Massey
Lucy Krauchick, Clerk of the Board

Call to order.

1. Approval of prior meeting minutes

1.1 Approval of the regular meeting minutes of the Board of Police Commissioners of October 21, 2020.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Federici, the Board of Police Commissioners voted to accept the minutes of the regular meeting on October 21, 2020 as presented.

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

1.2 Approval of the special meeting minutes of the Board of Police Commissioners of November 9, 2020.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Huguenel, the Board of Police Commissioners voted to accept the special meeting minutes of November 9, 2020 as presented.

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

2. Public Petition/Commentary

None.

3. Traffic

Signage/Enforcement

3.1 Correspondence for the State of Connecticut Department of Transportation-FYI

Chief Hyatt reviewed a letter he received from the State of Connecticut Department of Transportation (DOT) informing the department of upcoming traffic light improvements.

Runs/Rides

3.2 Bike Ride for Seniors-FYI

Chief Hyatt reported on a Senior bike ride as an FYI.

Chief Hyatt reviewed traffic items that have been completed. Commissioner Mikolay requested an update regarding the intersection of Whitfield Street and Broad Street. Chief Hyatt stated that the department and the public works department are moving forward with the sightline improvements at the intersection. The Chief will continue to communicate the progress.

Discussion took place regarding a traffic concern on Andrews Road and Old Quarry Road. Commissioner Huguene reported that he observed the intersection and offered recommendations. It was decided that the Board of Police Commissioners will discuss this concern at the next meeting as an Agenda item.

Discussion took place on ATV's and the Guilford Land Trust. The Land Trust clearly posts no trespassing signs and violators can be subject to trespassing charges.

4. Committee Reports

4.1 Facilities/Equipment

Chief Hyatt reported that the department will purchase a new shredder.

4.2 Personnel

4.2.1 Personnel update (verbal)

Deputy Chief Massey offered a personnel update. Conditional offers have been made to police candidates and backgrounds have been scheduled. The process is proceeding accordingly.

Deputy Chief Massey reported on a dispatcher resignation.

Chief Hyatt and the Board of Police Commissioners congratulated Joseph Duro on his promotion to Sergeant. He was sworn in on November 16, 2020.

4.3 Communications

- 4.3.1 Communication received from Danielle Renchy and Giovanni DiBianco thanking Officer Bartlett and K9 Kobe.

Chairman Welsh read from communication received from Ms. Renchy and Mr. DiBianco thanking Officer Bartlett and K9 Kobe.

- 4.3.2 Communication received from Connie Fusco, SSILL thanking Sgt. Jakober.

Chairman Welsh read from communication received from Connie Fusco thanking Sgt. Jakober for her zoom presentation to the SSILL group on scams. SSILL stands for the Schiller Institute of Lifelong Learning.

- 4.3.3 Communication received thanking Chief Hyatt, Lucy Krauchick and the Board of Police Commissioners from the Welsh Family.

Chairman Welsh thanked the Administrative Staff of the Police Department and the Board of Police Commissioners for their thoughtfulness.

- 4.3.4 Communication received from Ms. Bryant thanking Officer Sadiev.

Chairman Welsh read from correspondence received from Ms. Bryant thanking Officer Sadiev for his help in a matter.

4.4 Budget/Finance

- 4.4.1 Fiscal Year 2020/2021 Budget (verbal)

Chief Hyatt reported on the 2020/2021 budget. The budget is on target for the first quarter of the fiscal year. He reviewed incumbrances with the Board of Police Commissioners and offered an explanation on procedures for uniform and education checks.

Chief Hyatt reported that the Capital Budget presentation took place. He reviewed items within the Capital Budget such as vehicles, bullet proof vests and vehicle maintenance.

A review of the fleet took place and hybrid vehicles were discussed. Chief Hyatt stated that purchasing a hybrid vehicle is challenging because the production of vehicles has been reduced due to COVID 19.

5. Monthly Reports

Monthly Reports were reviewed. Chief Hyatt entertained questions. He reviewed the three-year plan which remains consistent. The department continues to focus on future planning and staffing.

Commissioner Chello observed an error in the fiscal year 2019/2020 annual report. The error will be corrected.

Commissioner Mikolay commended the Deputy Chief of Police for his work on the traffic reports. Commissioner Mikolay asked if the department has reassigned the report. The Deputy Chief replied that he is currently working on reassigning the report.

Chief Hyatt stated that the Deputy Chief also managed the entire “FTO” program (Field Training) for new recruits, dispatchers and promotions. Chief Hyatt reported that the department is working on a replacement.

Sergeant Duro is working back at Headquarters. The department is considering a replacement for the off-site assignment.

6. Old Business

None.

7. New Business

Chief Hyatt and Deputy Chief Massey reported that the department’s CALEA reaccreditation which went well and Chief Hyatt commended Officer Shove for her work on this special assignment. Deputy Chief Massey was the Accreditation Manager prior to Officer Shove. Chief Hyatt reported that Officer Shove has moved into the position ready to go and has done a great job organizing the process. The reaccreditation report is expected within the next 30 days.

8. Police Personnel Comments

None.

9. Executive Session

None.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to adjourn the meeting at 6:09 PM.

In Favor: Welsh, Mikolay, Chello Federici, Huguenel

Opposed: None

Abstained: None

Respectfully submitted,

*Lucy Krauchick
Clerk of the Board of Police Commissioners*