

**BOARD OF POLICE COMMISSIONERS  
MEETING MINUTES  
WEDNESDAY, DECEMBER 20, 2006  
5:30 P.M. - POLICE HEADQUARTERS**

Present: Commission Members: Chairman Cole, Commissioner Ametrano,  
Commissioner Barrett  
Department Members: Chief Terribile, Deputy Chief Jeffrey Hutchinson,  
Lucy Krauchick (Clerk of the Board)

Chairman Cole called the meeting to order @ 5:30 P.M.

**1. Approval of prior meeting minutes**

*Motion:* *Motion made by Commissioner Dostert, seconded by  
Commissioner Ametrano to approve the minutes of  
November 15, 2006.*

*Vote: In Favor* *Chairman Cole, Commissioner Dostert*  
*Opposed:* *None*  
*Abstained:* *Commissioner Ametrano*

**2. Public Petition/Commentary**

None

**3. Traffic**

Chief Terribile requested the Board add three items for Traffic to the Agenda.

*Motion:* *Motion made by Commissioner Dostert, seconded by  
Commissioner Ametrano to accept three additional items  
for Traffic on the Agenda.*

*Vote: In favor* *Chairman Cole, Commissioners Dostert and Ametrano.*  
*Opposed:* *None*  
*Abstained:* *None*

**3.1. Cross Walk North Madison Road**

Brief discussion that this item on the Agenda was previously discussed and approved by the Board and is in process.

3.2. Speed Limit State Street

Brief discussion that this item on the Agenda was previously discussed and approved by the Board and is in process.

3.3. Speed Limit Little Meadow Road

Brief discussion that this item on the Agenda was previously discussed and approved by the Board and is in process.

3.4. Guilford Green Project

Chief Terribile reported to the Board that a letter was received regarding Guilford Green crosswalk concerning water pooling at this location. Chief stated that Mr. Portley had answered the letter to the resident and would follow up on this concern.

3.5. Letter from Tom Crosby Regarding Hazardous Condition on Saw Mill Road

Chief Terribile reported to the Board that this letter was forwarded to Mr. Portley who will follow up on the concerns.

3.6. Chevrons on Long Hill Road

Chief Terribile reported to the Board that Mr. Jim Portley would place Chevrons on Long Hill Road along the bend South of Maple Crest to identify curve in road.

3.7. Podunk Road Speed Limit Signs

Chief Terribile recommended to the Board that Speed Limit signs on Podunk Road would change from 25 mph to 30 mph as suggested by Mr. Portley.

3.8. East Bear House Hill Road Speed Limit Signs

Chief Terribile recommended to the Board that Speed Limit signs on East Bear House Hill Road be posted as 25 mph as suggested by Mr. Portley.

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Ametrano to change speed limit signs on Podunk Road to 30 mph and East Bearhouse Hill Road to 25 mph.*

*Vote in Favor:* *Chairman Cole, Commissioners Dostert and Ametrano.*

*Opposed:* *None*

*Abstained:* *None*

#### **4. Committee Reports**

##### 4.1. Facilities

###### 4.1.1 Dispatch

Chief Terribile reported to the Board that Tactical Communications had performed significant and effective changes to the dispatch console which will improve performance and also repairs had been made due to the lightning strike incident. Chief invited the Board to tour dispatch center after the meeting adjourns to visualize the improvements.

##### 4.2. Personnel

###### 4.2.1. Recruit Graduation and FTO Schedule

Chief Terribile reported to the Board that Officer Meredith Thornton recently graduated from the Police Academy and has begun her FTO schedule which she will complete in the next twelve weeks. Chief also reported that recruit Manfield is scheduled to graduate in April 2007.

###### 4.2.2. Sick Time Report

Chief Terribile reported to the Board that the sick time for the department was in line with his projections and the increase was up due to illness of one of the employees.

4.2.3. Letter from State of Connecticut Police Officer Standards and Training Council

Chief Terribile reported to the Board that a letter was received by him regarding an audit that had taken place of the department's training files.

Chief stated that this report commended the department for meticulously maintained training records and attributed this to a redeveloped system which Sgt. Korn implemented.

4.3 Communication

4.3.1. Letter from First Selectman

Chairman Cole reported to the Board that he had received a letter from the First Selectman praising the department during the recent emergency with the Propane Tank/Haz Mat issue on Soundview Road. Chief also reported that the First Selectman was billing the trucking company for charges to overtime for the department in hopes of being reimbursed.

4.3.2 Letter from Corporal Holland RCMP

Chairman Cole received a letter from Corporal Holland RCMP complimenting Sgt. Korn and Ofc. Leary for their assistance recently and stated that their professionalism was a good view of the department.

4.3.3. Proposed Quattro's Restaurant, 14 Water Street

Chief Terribile reported to the Board that he presented a letter to Planning and Zoning Department reflecting his concerns regarding parking for this proposed restaurant if there is approval for sixty seating capacity. Chief informed the Board that he had spoken with Mr. Kral of Planning and Zoning and he is requesting a plan from his department regarding maintaining traffic if this proposal should be approved.

4.3.4. Safety Program for Women

Chief Terribile reported to the Board that the Safety Program for Women was currently in the planning stage by Sgt. Norman.

4.4. Budget/Finance

4.4.1. 2006-2007 Budget

Chief Terribile reported to the Board on the present budget and answered questions of the Board.

Chief Terribile spoke to the Board regarding an inventory tracking system which would be advantageous for the department as it would save labor costs and is affordable. Chief is looking for permission to purchase this system and use funds from current budget.

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Ametrano to approve department’s request to purchase inventory tracking system.*

*Vote: In Favor* *Chairman Cole, Commissioners Dostert and Ametrano*  
*Opposed:* *None*  
*Abstained:* *None*

Chief Terribile requested the Board approve purchase and upgrade of two dispatch chairs which are in need of replacement.

*Motion:* *Motion made by Commissioner Ametrano, seconded by Commissioner Dostert to approve the purchase of two chairs for dispatch which are in need of replacement.*

*Vote: In Favor* *Chairman Cole, Commissioners Dostert and Ametrano*  
*Opposed:* *None*  
*Abstained:* *None*

Chief Terribile reported to the Board his request to upgrade two computers in dispatch for the collect system with consideration that this upgrade is forecasted to improve both efficiency at dispatch and improve radio communication from desk to car.

*Motion:* *Motion made by Commissioner Amertrano, seconded by Commissioner Dostert to approve the purchase of two computers and 2 flat screen monitors for dispatch.*

*Vote: In Favor* *Chairman Cole, Comissioners Dostert and Ametrano*  
*Opposed:* *None*  
*Abstained:* *None*

4.4.2. 2007-2008 Budget

Deputy Chief Hutchinson reported in detail the 2007-2008 Budget to the Board of Commissioners and answered any questions from the board.

The Board of Commissioners accepted the report on the 2007-2008 Budget for the Police Department and MACO which will be submitted for approval at a later date.

**5. Monthly Reports**

Chairman Cole asked the Commissioners if there were any questions regarding the Monthly Reports and there were none.

**6. Old Business**

Chairman Cole recommended the 2007 Agenda be changed for the December meeting from December 19, 2007 to December 12, 2007 due to the holiday season.

*Motion:* *Motion was made by Commissioner Ametrano, seconded by Commissioner Dostert to approve change in the 2007 Police Commissioners Meeting Agenda from December 19, 2007 to December 12, 2007 due to attendance issues.*

<i>Vote: In Favor</i>	<i>Chairman Cole, Commissioners Dostert and Ametrano</i>
<i>Opposed:</i>	<i>None</i>
<i>Abstained:</i>	<i>None</i>

**7. New Business**

7.1. Election of Police Commission Officers 2007

Chairman Cole stated that at this time election of Police Commission Chairman and Vice Chair was in order.

*Motion:* *Motion made by Commissioner Ametrano, seconded by Commissioner Dostert to re-elect Chairman Thomas Cole as Chairman of the Board of Police Commissioners for 2007.*

*Vote: In Favor* *Chairman Cole, Commissioners Ametrano and Dostert.*

*Opposed:* *None*

*Abstained:* *None*

*Motion:* *Motion made by Commissioner Dostert, seconded by Chairman Cole to elect Commissioner Peter Barrett as Vice Chair of the Board of Police Commissioners for 2007.*

*Vote: In Favor* *Chairman Cole, Commissioners Dostert and Ametrano*

*Opposed:* *None*

*Abstained:* *None*

*Motion:* *Motion was made by Chairman Cole, seconded by Commissioner Doster to adjourn at 7:12 p.m.*

*Vote: In Favor* *Chairman Cole, Commissioners Dostert and Ametrano*

*Opposed:* *None*

*Abstained:* *None*

Respectfully Submitted by,

Lucy Krauchick  
Clerk of the Board

