

**BOARD OF POLICE COMMISSIONERS
MEETING MINUTES
WEDNESDAY, February 15, 2006
5:30 P.M. - POLICE HEADQUARTERS**

Present: Commissioner Members: Chairman Cole, Commissioners Joseph Ametrano, Peter Barrett, Rose Dostert.

Departmental Members: Chief Thomas A. Terribile, Deputy Chief Jeffrey C. Hutchinson, Anita Catardi (Clerk of the Board)

Others: None

Meeting called to order by Chairman Cole @ 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 the December 21, 2005 meeting as presented.

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

Motion: Motion made by Commissioner Barrett, seconded by Commissioner Dostert to approve the minutes of January 18, 2006 as presented.

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

2. Public Petition/ Commentary

None

3. Traffic

3.1. State of Connecticut - D.O.T. - Intersection Durham Rd/ Flat Meadow Rd
Commissioner Dostert stated the State D.O.T. has denied a request for a traffic signal for this intersection. Chief Terribile said the State D.O.T. after reviewing the request the Town has been cited for a poor sight line on the northern side of Flat Meadow Road. Chief said he spoke to Mr. Portley regarding the sight line. Mr. Portley will be looking into improving the sight line.

3.2. Saw Mill Road - School Bus stop warning

Chief Terrible said after reviewing this bus stop he is recommending a school bus stop warning sign. He stated that when ascending the hill/curve on Saw Mill Road, the bus stop is at the top of the hill/curve and it is not visible for westbound traffic until reaching the top of the hill giving little or no warning a school bus may be stopped.

Motion:

Motion made by Commissioner Dostert, seconded by Commissioner Barrett to approve a Caution School Bus Stop Ahead sign to be placed between AT & T poles 417S and 419S (North side) on Saw Mill Road.

Vote: In favor:

Chairman Cole, Commissioner Ametrano, Barrett, and Dostert

Opposed:

None

Abstained:

None

3.3. Durham Road - Deer Crossing Sign

Chief Terrible reviewed the history of accidents in the vicinity of Mr. Livesay's home and found there were 5 accidents in 2005 ; 2 were related to snow and 2 were deer related. There has been nothing recorded for 2006 to date. Commissioner Barrett said this road is a State Road and is out of our jurisdiction. It was the concensus of the Commission to forward a letter to Mr. Livesay referring him to the State D.O.T. Chief Terrible said it would be difficult to determine where deer crossing signs in Guilford could be placed as the deer are everywhere in town.

3.4. VFW 5K Road Race - April 2nd

Chief Terrible stated the VFW will be sponsoring a road race on April 2nd. The race will start at Fireman's Field and go North on Long Hill Road to Flat Meadow Road circling back to Fireman's Field. The road will not require closing. The VFW will be hiring a police officer for traffic duty and we will provide an officer as well. This is an F.Y.I. item.

3.5. Andrews Road - Speed Signs

Chief Terrible received a letter from Ms. Lori Cattaneo regarding speed signs on Andrews Road. After reviewing the area he found there was a lot of traffic in the area. He said he is recommending the placement of two 25 MPH signs.

Motion: *Motion made by Commissioner Dostert, seconded by Commissioner Ametrano to install two 25 MPH signs on Andrews Road; one on South side on SNET pole # 7494 heading East, and one on North side on SNET pole #7499 heading West.*

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

3.6. High School Parking

Chief Terribile received a map of the Guilford High School property with designated areas where the school administration would like to install No Parking signs. Deputy Chief Hutchinson showed the Commissioners the map explaining the areas the No Parking signs would be placed. He further stated that when the Police Commission approves the designated areas and the signs are installed, officers will be able to enforce the No Parking restrictions.

Motion: *Motion made by Commissioner Dostert, seconded by Commissioner Ametrano to approve the No Parking Plan as presented by Guilford High School to the Guilford Police Commission to be effective immediately.*

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

4. Committee Reports

4.1. Facilities/ Equipment

Deputy Chief updated the Commission on our video upgrade project. He informed the Commission that we will receive a Grant for approximately \$18,000 and we will fall short of a total upgrade by the same amount. Commissioner Cole asked what the total cost would be? Deputy Chief said, approximately \$35,000. Deputy Chief said last month a request was made to the Commission to approve a sole source bid for the upgrade. Commissioner Barrett asked what has changed since last month? He said Town Hall has expressed they are not keen on doing a sole source bid. After review, the Chief and Deputy Chief would like to propose when going out for bid to include a second phase of the upgrade. It would not obligate us to do it but would give us an opportunity to complete the upgrade if there is surplus money at the end of the fiscal year.

4.1. Facilities (Continued)

Chief Terribile said he is, as of this date, expecting a \$35,000 surplus. Deputy Chief said we a bid may identify other vendors. Commissioner Barrett asked what about the comfort of dealing with our current vendor? Chief said that Town Hall felt that it was not enough of an issue. Commissioner Barrett asked about the security issue? Chief said that any vendor would be checked out before it was awarded. He said he would get back to the Commission regarding this matter.

Chief reported the roof leaking problem may have been resolved by removing gutters in certain areas. The snow would accumulate and begin to melt, then freeze only to back up in the gutters causing the leaks. We have not had any problems since the corrections have been made. However, the recent blizzards did cause a problem with a leak in the men's locker room. The high winds blew snow into a vent over the men's locker room causing a leak.

Chief reported the new Car 6 is on the road; new Car 11 is due, but currently the Public Works department is backed up fixing their own equipment after the blizzard.

Deputy Chief reported there has been a paperwork delay on the vests, but will report back to the Commission next month.

4.2. Personnel

4.2.1. South Central Criminal Justice Administration - Regional Testing Schedule

Chief Terribile reported applications are required to be in by the 28th of February, the Physical Agility Test is on the 25th of March, the written exam will be on the 28th of March. He stated the we should have the results of the tests by the 2nd or 3rd of April. He said he would like to begin interviewing in April. A discussion of dates took place. It was agreed that interviews for new police candidates would take place on April 26th, April 27th, and April 28th from 5 PM to 8PM.

Chief said the Sergeant Assessment Center has been rescheduled for February 28th. There will be seven participants in the Assessment Center; from those candidates the top three will be interviewed by the Police Commission. Chief asked the Commission to decide when they would like to interview the candidates and Chief recommended that we present the promotion at the next Commission Meeting in March. After a brief discussion of availability of the Commissioners, it was decided to have a special meeting on Tuesday, March 14th, 2006 at 5:30 PM, for the purpose of interviewing three candidates for the position of Sergeant.

4.2.1. Personnel (Continued)

Chief Terribile suggested the Commissioners stop by to check files. Commissioner Barrett asked what is the procedure for the promotion? Chief said that a special meeting will be posted and after the interviewing, the Commissioners will vote for the new Sergeant at that meeting. The candidate will be notified as soon as possible and will be presented at the Commission meeting on Wednesday, March 15th.

4.2.2. Officer of the Month - Officer Mark O'Connor

Officer Mark O'Connor was awarded Officer of the Month for January 2006 for his work investigating several complex cases which resulted in felony arrests. One case began as a stolen/ forged check complaint and involved several jurisdictions spanning three states. The second case involved counterfeit bills and again required extensive follow up with numerous jurisdictions.

4.2.3. Grievance 2005-03

Chief Terribile said the officer was not present then explained the grievance to the Commission. After a brief discussion, the Commission took a vote.

<i>Motion:</i>	<i>Motion made by Commissioner Ametrano, seconded by Commissioner Barrett to deny Grievance 2005-03.</i>
<i>Vote: In favor:</i>	<i>Chairman Cole, Commissioner Ametrano, Barrett and Dostert.</i>
<i>Opposed:</i>	<i>None</i>
<i>Abstained:</i>	<i>None</i>

4.3. Communications

4.3.1. Letter from N.E. Regional Law Enforcement Explorer Association

Chairman Cole read a letter received from John Visone, Director of the regional Explorer association. He expressed his thanks to Officers Angela Moreno, Tim Bernier, Dan Lawrence, and Robert Dube for coordinating and conducting a training class for the area Police Explorers on January 29, 2006. He said there were 40 Police Explorers in attendance from Madison, New London, Tolland, Waterbury, Simsbury and of course Guilford.

4.3.2. Letter from Marlene Jasiorkowski

Chairman Cole read a letter from Marlene Jasiorkowski thanking us for the assistance our Guilford Explorers gave during a recent blood drive. She stated that they were very helpful, kind, and professional.

Motion: *Motion made by Commissioner Barrett, seconded by Commissioner Dostert to add 4.3.3. Letter from Maria Sappe to the Agenda.*

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

4.3.3. Letter from Maria Sappe

Chairman Cole read a letter from Maria Sappe thanking the Department for allowing her to fully participate in ride alongs, etc. Chief Terribile explained she worked for GYFS and rode along with officers on occasion. She states in her letter that all of the officers were helpful, informative and respectful. She said she learned a tremendous amount from the law enforcement perspective which has been helpful in working with her court-ordered clients. Chief Terribile said she was very helpful to the officers when going on domestic calls. He said this was all part of the C.D.C.P program.

4.4. Budget/ Finance

4.4.1. Budget 2005-2006

Commissioner Barrett said he has reviewed the budget and it appears that we are on track with the usually high line items, i.e. utilities. Chief Terribile said he hopes to see a surplus in the budget of \$35,000. He stated with the leaving of two officers, the salary line item is within budget. Replacement may go up with vacations during the third and last quarters. He anticipates being over on the gasoline line item. He said he would like to speak to Town Hall regarding the Legal line item. He said we may want to carryover some monies because of the upcoming negotiations. He said with new representation for police personnel he doesn't know when the negotiations will begin and it could go into the next fiscal year budget. He said we budgeted legal costs in this year's budget and would like to be able to carryover those costs.

4.4.2. Budget 2006/2007

Chief said there is a budget meeting tomorrow at 7:30 PM at the Community Center. The Board of Selectman will be presenting the 2006/2007 budget to the Board of Finance.

5. Monthly Reports

Chairman Cole asked if there were any questions regarding any of the reports?

5.1. Three Year Plan

Chief Terribile explained the report stating it reflected the projected development of Guilford over then next three years. He said he has asked Deputy Chief and Lt. Robinson to do this report every July, before the budgeting begins.

Chairman Cole said he has been contemplating getting a consultant in the future to do a study to determine what the department' needs are. He stated he felt it could help us to justify the need for another officer for fiscal year 2007/2008. Chief said he felt that he and Deputy Chief have been keeping data and could produce justification for another officer without spending money on a consultant. Commissioner Barrett said that we should at lease consider the possibility of a consultant as did the Fire Department. Chairman Cole suggested that we look at this in the future.

Chief Terribile discusses the monthly reports, stating the radar has been good. The stops involving cell phones has been up and rear-end MVA have been up from last year.

6. Old Business

None

7. New Business

7.1. Wrecker Suspensions

Chief Terribile explained that he had received an new application from Guilford Tire to become a wrecker for our rotation list. In investigating the new applicant, he spoke to Reggie Reid at Planning and Zoning and asked if our current wreckers are in compliance with the Town as that is required by our duty manual. Reggie Reid reported that two of our wreckers; D & S and Guilford Automotive were not in compliance with the Town and have been cited for violations. Both wreckers were suspended. Within three days of their notification of suspension, both wreckers responded to the Zoning Department and have since been reinstated.

Chief said the new applicant is currently being investigated and we are waiting to hear from Department of Motor Vehicles. The application will probably be on next months agenda. He said we have the room to add another wrecker for the rotation list.

8. Police Personnel Comments

None

Motion: *Motion made by Commissioner Barrett, seconded by Commissioner Ametrano to go into Executive Session inviting the Chief and Deputy Chief at 6:30 P.M.*

Vote: In favor: Chairman Cole, Commissioners Ametrano, Barrett, and Dostert

Opposed: None

Abstained: None

Clerk of the Board left the room

Respectfully submitted,

Anita Catardi
Clerk of the Board

Executive Session

Chairman Cole called the Executive Session to order at 6:30 PM.

A discussion took place regarding the change in the Police Union Representation.

NO MOTIONS MADE, NO VOTES TAKEN

Motion: *Motion made by Commissioner Ametrano, seconded by
Commissioner Barrett to return to Public Session at 7:39 PM*
Vote: In favor: *Chairman Cole, Commissioners Ametrano, Barrett, and Dostert*
Opposed: *None*
Abstained: *None*

Motion: *Motion made by Commissioner Ametrano, seconded by
Commissioner Barrett to adjourn at 7:40 PM*
Vote: In favor: *Chairman Cole, Commissioners Ametrano, Barrett and Dostert*
Opposed: *None*
Abstained: *None*

Respectfully submitted,

Joseph Ametrano
Police Commissioner