

**BOARD OF POLICE COMMISSIONERS  
MEETING MINUTES  
WEDNESDAY, OCTOBER 18, 2006  
5:30 P.M. - POLICE HEADQUARTERS**

Present: Commission Members: Chairman Cole, Commissioner Barrett,  
Commissioner Dostert, and Commissioner Muccilli  
Departmental Members: Chief Terribile, Deputy Chief Hutchinson, Anita  
Catardi (Clerk of the Board)  
Others: None

Chairman Cole called the meeting to order @ 5:30 PM

**1. Approval of prior meeting minutes**

*Motion:* *Motion made by Commissioner Barrett, seconded by  
Commissioner Dostert to approve the minutes of September  
20, 2006 with correction on Page One.*  
*Vote: In favor: Chairman Cole, Commissioners Barrett, and Dostert.*  
*Opposed: None*  
*Abstained: Commissioner Muccilli*

**2. Public Petition/Commentary**

2.1. Presentation of Citizen Awards

Neither recipient was able to attend the meeting. Awards have been mailed to the individuals.

**3. Traffic**

3.1. Ironwood Road - No Parking Signs

Commissioner Dostert and Chief Terribile looked at the area. They do not feel there is a reason to install no parking signs. Chief indicated that it was a cul-de-sac and is a little curvy but didn't warrant the no parking signs. Chief Terribile will try to work with the residents to find a solution to the parking problem.

3.2. Route 146/Sachems Head Rd Intersections - FYI

The State DOT has agreed with the Guilford Police Commission's request to place "Oncoming Traffic Does Not Stop" signs at the intersections of Route 146 at Sachems Head Road. They will install the signs as soon as scheduling permits.

3.3. Fire Zone/ Fire Lane

Chief Terribile reported the Board of Selectman has posted a public hearing to establish a Fire Zone/Fire Lane ordinance. Chief spoke with the 1<sup>st</sup> Selectman regarding the fees to be charged. Original established fees would have resulted in a Misdemeanor arrest. The fees have been adjusted to a fine of \$25.00 which will be included in our GPD parking tags.

3.3. Fire Zone/Fire Lane (cont'd)

Chief stated that the Fire Marshall would be able to establish where the Fire Zone/Fire Lane will be. The Police Department would enforce the ordinance. Deputy Chief said there would be a waiting period before it would take effect. A public hearing will be held on November 6, at 7PM at the Community Center.

3.4. South Union - Change Speed Sign

Chief Terribile said while Officer Duphily was doing radar on South Union Street, he noticed there were two different speed signs on the road. Chief recommended now that the road improvements have been completed and to have consistency we remove the "20 MPH" signs and replace them with "25 MPH" signs. In addition, he recommended two additional "25 MPH" signs be installed both northbound and southbound.

*Motion:*

*Motion made by Commissioner Dostert, seconded by Commissioner Muccilli. to approve the change of 20 mph signs to 25 mph signs with two additional 25 mph signs as described by Chief Terribile.*

*Vote: In favor: Chairman Cole, Commissioners Barrett, Dostert, and Muccilli*

*Opposed: None*

*Abstained: None*

Chairman Cole requested that the Commission look at the curve on Long Hill Road, just south of Route 80, where three accidents have occurred during the past year. Chief Terribile said he has spoken to Jim Portley, Town Engineer, regarding this matter. Chief explained the road layout and conditions of the road at the most recent accident. Deputy that Mr. Portley is looking it options to improve the area and will make a recommendation at the November meeting. It was the consensus of the Commission that something should be done.

## 4. Committee Reports

### 4.1. Facilities/ Equipment

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#### 4.1.1. Disposal of Town Property

Chief Terrible presented the Commission with copy of a new policy to be added to the Guilford Police Duty Manual regarding the disposal of Town Property. The Police Department policy would be in line with the newly established Town policy on disposal of property established by the Board of Selectmen. The Chief asked the Commissioners to review the policy. He further stated that in this policy the initial determination to disposal of police property would be made by the Police Commission. Commissioner Barrett asked if he could review the policies and the Commission would discuss it at its November meeting?

*Motion:* *Motion made by Commissioner Barrett, seconded by Commissioner Muccilli to table 4.1.1 until the November meeting.*

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

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Barrett to add 4.1.2 Disposal of Car 8 to the agenda.*

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

#### 4.1.2 Disposal of Car 8

Chief Terrible reported Car 8 was in an accident recently and the Insurance company has determined that it is totaled. This is one of the cars that was

scheduled to be replaced soon. He recommended that the car be turned over to the Town for disposal as determined by the recent Disposal of Town Property Policy. He said the Town will take whatever monies it receives from the insurance for the damaged vehicle. He has asked Lt. Hocking to verify whether the electronics in the vehicle were damaged as well; and to seek restitution if necessary. Chief said, the car is currently housed at Public Works.

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*Motion:* *Motion made by Commissioner Muccilli, seconded by Commissioner Barrett to turn Car 8 over to the Town for disposal.*

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

#### 4.2. Personnel

##### 4.2.1. P.O.S.T. - Recruit Progress

Chief Terribile presented the Trainee Performance Report for Recruit Thornton who is currently at the police academy. He expects another report within the next few weeks. Her graduation should be around the Thanksgiving Holidays.

##### 4.2.2. Evaluations - FYI

Chief presented the final report for evaluations done in July, August and September. He further stated that the next evaluation report will reflect the scoring of the new evaluations which will have a numerical scoring.

#### 4.3. Communications

##### 4.3.1. Thank you note from Kate Byrne - Officer Mastriano

A thank you note was received from Kate Byrne thanking Officer Mastriano for his assistance during a recent incident.

#### 4.3.2. Letter from Special Olympics - Officer Morrell

A letter of thanks was received from Special Olympics for Officer Dan Morrell's participation in a fund raiser.

Chief Terribile said Officer Morrell is also a rowing coach at the Guilford High School and commended him for his actions at a recent incident involving a despondent man.

#### 4.4. Budget/Finance

##### 4.4.1. 2006/2007 Budget

Chief reported the replacement line item is a little high, but we are beginning to receive checks from CIRMA for the injured officers. We still have three officers and one K9 officer out on injury.

Chief asked if any of the Commissioners saw GCTV Board of Finance Meeting?

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##### 4.4.1. 2006/2007 Budget (Continued)

He said that it was reported to the Board of Finance that "there was no problem with the fuel across the board". We sent a letter to the Board of Selectman indicating that we expect to be short approximately \$17,000 for fuel this year. He reviewed the gallon usage for the first quarter; indicating normal usage.

Chief also discussed the purchase of three laptops for the SRO and Training Officer; and the purchase of three laptops for patrol. Both purchases were budgeted and were for two different and distinct programs. The manufacturer, Dell, is also on the State Bid so bidding would not be necessary as indicated by the Board of Finance.

#### 5. Monthly Reports

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

#### 6. Old Business

None

#### 7. New Business

Chief asked if anyone was interested in participating in Range day on Tuesday, October

24, 2006 from 8AM to 2PM; if so, please let the Chief or Deputy Chief know.

Chief reported that three candidates have been interviewed to replace the Administrative Assistant and a conditional offer has been made.. The background has been 99% completed and it is expected to forward a final offer by the end of this week. The Chief said he is trying to work out a start date.

Chairman Cole announced that the scheduled contract negotiations for tomorrow have be rescheduled to November 21<sup>st</sup>. Commissioner Dostert asked “are there not time limits” on the negotiations? Chief said they were waived.

Chief said he was just back from a IACP Conference in Boston and was excited about some new recommendations for “Use of Force” training and Traffic calming methods.

Commissioner Muccilli discussed Safety & Women classes. He recommended that we look into presenting these type of classes. Chief Terribile said we had two classes last year for Middle School and High School Girls, presented by Sgt. Norman, and Officers Moreno and Shove. He said he would look into doing it again.

#### 8. Police Personnel Comments

None

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<i>Motion:</i>	<i>Motion made by Commissioner Barrett, seconded by Commissioner Dostert to adjourn at 6:37 PM.</i>
<i>Vote: In favor:</i>	<i>Chairman Cole, Commissioners Barrett, Dostert, and Muccilli</i>
<i>Opposed:</i>	<i>None</i>
<i>Abstained:</i>	<i>None</i>

Respectfully submitted,

Anita Catardi  
Clerk of the Board