

**BOARD OF POLICE COMMISSIONERS  
MEETING MINUTES  
WEDNESDAY, SEPTEMBER 19, 2007  
5:30 P.M. - POLICE HEADQUARTERS**

Present: Commission Members: Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert  
Departmental Members: Chief Terribile, Lucy Krauchick (Clerk of the Board), Officer Mastriano (Union Representative)  
Others: Ray Luden (Resident), Ann Peters (Resident)

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

**1. Approval of prior meeting minutes**

1.1. Approval of Police Commission meeting minutes of August 22, 2007

*Motion:* Motion made by Commissioner Ametrano, seconded by Commissioner Dostert to approve the meeting minutes of Wednesday, August 22, 2007

*Vote: In favor:* Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert

*Opposed:* None

*Abstained:* None

**2. Public Petition/Commentary**

Ray Luden, of 19 Russo Drive, commented on the crosswalk installed on North Madison Road. Mr. Luden stated his concerns regarding the high speed of vehicles traveling on North Madison Road upon while pedestrians are crossing. Mr. Luden requested signage be placed on both sides of the crosswalk to alert motor vehicle operators before approaching the crosswalk. Chairman Cole informed Mr. Luden this matter will be addressed and he will report back to him with a decision.

Ann Peters, representing herself and several neighbors of Valley Shores, stated that the sight line coming from Valley Shores Road to North Madison Road is obscured by large trees resulting in a blind spot. Chief Terribile said he will have the Tree Warden look over the property and report back to The Board. Mr. Luden stated he felt this could be another dangerous situation and The Chief reiterated that he will address both issues and report back.

**3. Traffic**

3.1. North Madison Road/Guilford Lakes School

Commissioner Dostert told The Chief she will contact the Principal of Guilford Lakes School regarding parking.

**4. Committee Reports**

4.1. Facilities

4.1.1. Vehicle Report

Chief Terribile reported that the amount of gas used was in line with what he projected. The Chief said two new vehicles were ordered and should be received within the next six to seven weeks and outfitted and on the road January or February time frame.

4.1.2. CS-PERN

Chief Terribile reported on CS-PERN (Connecticut State-Police Emergency Radio Network). CS-PERN is designed as a statewide common channel for Law Enforcement that allows two or more police departments to communicate during an incident point to point.

4.2. Personnel

4.2.1. Appointment of Union Shop Steward

Chief Terribile stated that he received correspondence informing him Officer O'Connor had been appointed Union Shop Steward until the next election.

4.2.2. Sick Time Reports

Chief Terribile reviewed the reports stating he saw no problems and all absences were justified.

4.2.3. Grievance 2007-08

Chairman Cole asked Officer Mastriano if he preferred that Grievance 2007-08 be heard in Executive Session. Officer Mastriano stated he would present the grievance in Public Session.

Officer Mastriano said that Officer Reyka was out for one year due to an on the job injury and was not paid for vacation time. Officer Mastriano stated that Workers Compensation allows for the employee out to carry over vacation time to the next fiscal year. Chief Terribile stated that the union contract does not comply with the information that Officer Mastriano reported. Commissioner Barrett agreed with The Chief.

*Motion:* *Motion made by Commissioner Barrett, seconded by Commissioner Dostert, to deny Grievance 2007-08*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

#### 4.2.4 Recruitment Goals

Chief Terribile explained that goals have been set to meet the work environment and the department complies with the work force census meeting goals on gender and ethnicity. Chief Terribile forecasts hiring two officers for replacement this fiscal year.

#### 4.2.5. Special Olympics/Officer Brooks

Chief Terribile received correspondence from Special Olympics inviting Officer Brooks to attend the upcoming International Law Enforcement Torch Run Conference in Oklahoma City, Oklahoma. for one week in November with fully paid accommodations. The Chief said Officer Brooks has done an outstanding job and this invitation is an honor. The Chief said he would recommend approval for her attendance at this conference.

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Ametrano, to approve Officer Brooks attendance at the Special Olympics International Law Enforcement Torch Run Conference.*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

#### 4.3. Communications

##### 4.3.1. Correspondence to The Chief from United States Coast Guard

Chairman Cole read from correspondence received from the Coast Guard extending commendation to former detectives Brian Smith and Douglas Jowett for their investigative excellence and assistance in a seven year old crime.

##### 4.3.2. Thank you from Ms. Ortiz referencing Officer Doody.

Chairman Cole read a thank you letter from Ms. Ortiz to Officer Doody for his response relative to an automobile accident.

##### 4.3.3. Thank you form Ms. Mott to the Department

Chairman Cole read a thank you letter from Ms. Mott to the Department for securing the safety of her horse.

#### 4.4. Budget/Finance

##### 4.4.1. 2007-2008

The Chief spoke about expended replacement costs due to on the job injuries and special assignments. Chairman Cole stated that the department should stay at full manpower and this increase has been magnified by the retirement of a sergeant.

Chief Terribile reported that he is currently working on the 2008-2009 Budget and Lt. Robinson is in the progress of completing a Workload Analysis.

The Chief stated that if projects which are currently proposed to the Planning and Zoning Board are approved, he would have to consider an increase in force size due to increased population in town and road mileage. Chairman Cole agreed with The Chief.

### **5. Monthly Reports**

Board of Police Commissioners  
Wednesday, September 19, 2007

None.

## 6. Old Business

### 6.1 Policy Update 2.01 Appointments

Chief Terribile asked for the review of 2.01 Appointments and policy update and recommendation from The Board to amend language.

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Ametrano, to amend 2.01 Appointments in the Duty Manual.*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

## 7. New Business

Chairman Cole reported that there is a meeting scheduled on Monday, September 24, 2007 at 2:00 PM for mediation with the Union.

## 8. Police Personnel Comments

None.

*Motion:* *Motion made by Commissioner Barrett, seconded by Commissioner Dostert, to enter into Executive Session at 6:16PM for the purposes of discussing management and pending negotiations.*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

***At this time, Chief Terribile and Clerk of the Board were excused.***

Respectfully submitted,

Board of Police Commissioners  
Wednesday, September 19, 2007

Lucy Krauchick  
Clerk of the Board

Executive Session was called to order at 6:18 PM.

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Barrett, to adjourn Executive Session at 6:20 PM.*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

No motions were made, no motions were carried in Executive Session.

*Motion:* *Motion made by Commissioner Dostert, seconded by Commissioner Barrett, to return to Public Session at 6:20 PM.*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

*Motion:* *Motion made by Commissioner Barrett, seconded by Commissioner Dostert, to adjourn at 6:21 PM.*

*Vote: In favor:* *Chairman Cole, Commissioner Barrett, Commissioner Ametrano, Commissioner Dostert*

*Opposed:* *None*

*Abstained:* *None*

Respectfully submitted,

Joseph Ametrano

Board of Police Commissioners  
Wednesday, September 19, 2007