

Board of Police Commissioners
Regular Meeting
Wednesday, July 20, 2011
Minutes

Present: Commissioners: Chairman Ametrano, Commissioners Dostert,
Cole, Trotta, Hedberg
Department: Chief Terribile, Deputy Chief Hutchinson, Sergeant Dube,
Officer Larsen, Lucy Krauchick, Clerk of the Board
Other: The Mason Family and Friends

Chairman Ametrano called the meeting to order at 5:37 P.M.

1. Approval of prior meeting minutes.

1.1. Approval of Police Commission meeting minutes of Wednesday, June 22, 2011.

Motion: Upon a motion by Commissioner Cole, seconded by Commissioner Dostert, the Commission voted to approve the regular meeting minutes of Wednesday, June 22, 2011 as presented.

*In favor: Chairman Ametrano, Commissioners Dostert, Cole, Trotta, Hedberg
Opposed: None
Abstained: None*

2. Public Petition/Commentary.

Rose Mason, along with family and friends, presented a donation check to the Guilford Police Department in honor of her late daughter Kelly Mason in the amount of \$13,000.00. The family continues their fundraising initiative. The Mason's are dedicated to seat belt awareness, proper installation and compliance of child safety seating, and the education of young adults with a focus on K.E.L.L.Y.S Law.

Chairman Ametrano thanked the Mason family and their friends on behalf of the Board of Police Commissioners, the Police Department and Guilford community.

3. Traffic.

3.1. Teamster Horsemen Motorcycle Association correspondence was presented as an f.y.i. No discussion.

4. Committee Reports.

4.1. Facilities

4.1.1. Air Conditioning System.

Chief Terribile reported on continuing issues and breakdown of the air conditioning system at headquarters and specifically spoke about a recent electrical problem that needed an emergency repair with a cost of \$1,000 which is only one of several recent emergency repairs. He also reported that the contractor who services the cooling system Had recommended that all four (4) units be replaced last year but replacement was not budgeted. The Chief stated in consideration of recent issues with repair, it is his recommendation that replacement should be budgeted next fiscal year.

4.1.2. Software Upgrade

Chief Terribile stated the software upgrade is underway and the vendor will be here next week to begin efforts to make the system compatible at which time the department will have a better idea of when the upgrade installation will occur.

Chairman Ametrano, along with other Commissioners, are receptive to being at headquarters during the installation of the software upgrade. Deputy Chief Hutchinson said the company will provide training after the installation.

4.2. Personnel

4.2.1. Sick Time Report (end of Fiscal 2010-2011) and Attendance Incentive.

Chief Terribile reviewed the yearly sick time report and the quarterly attendance incentive awards. Chairman Amertrano stated that over 50% of the department did not take sick time last quarter.

4.2.2. New Recruits-Update

Chief Terribile reported that the two new recruits received final offer letters and will begin employment on August 1, 2011. They are scheduled to attend the Academy beginning August 12, 2011.

4.2.3. Grievance 2010-03

Chief Terribile reviewed the ruling on Grievances 2010-03 and stated the grievance went up to the State Labor Board and the town prevailed.

4.2.4. Time Off-Fiscal Year 2011-2012.

Chief Terribile reviewed the extensive report that he prepared which

carried over time off from last fiscal year to this fiscal year. The carry over of time is difficult due to contractual differences and is time consuming.

4.2.5. Police Officer Recertification.

Chief Terribile reviewed the police officer recertification report with the Board.

4.3 Communications

4.3.1. Correspondence to the Chief from State of CT Division of Criminal Justice recognizing Officer O'Connor.

Commission Hedberg summarized correspondence received from the State of CT, Division of Criminal Justice, acknowledging Officer O'Connors work in Solving freud cases.

4.3.2. Correspondence received from the Chief of Police in Madison to Chief Terribile commending Sergeant Provencher.

Commissioner Hedberg read from correspondence from Chief Drumm of Madison commending Sergeant Provencher for his organization and participation in mutual S.W.A.T. training.

4.3.3. Communication from Mrs. Bartner.

Commission Hedberg read from correspondence received from Mrs. Bartner regarding her alarm system.

Motion: Upon a motion by Commissioner Hedberg, seconded by Commissioner Cole, the Commission voted to approve the addition of 4.3.4 Thank you note to the Board of Police Commissioners from Chief Thomas A. Terribile to the Agenda.

4.3.4. Thank you note from Chief Thomas A. Terribile.

Commissioner Hedberg read a thank you note from the Chief of Police to the Board of Police Commissioners.

4.4. Budget/Finance

4.4.1. 2010/2011 Budget Report.

Chief Terribile reviewed the end of year budget with the Board and spoke on blanket purchase orders that will soon be closed upon the payment of last fiscal year's invoices. With this in mind, he approximated

a return of \$175,00 to the Town of Guilford. Chief reviewed each line item from special revenue accounts.

4.4.2. 2011/2012 Budget Report.

Chief Terribile stated the purchase order for the new animal control vehicle was prepared by Lt. Hocking and presented to the town for approval. The Chief spoke about a new cruiser and the model will probably be the Ford Taurus.

Commissioner Cole asked if the department had decided on the model for the new cruiser and the Chief acknowledged the Ford Taurus was the model and package the department is researching but there are still some considerations that are being reviewed, such as, all wheel drive, engine size and the turbo option. Chief stated when all studies are done he will review them with his administrative staff and then make the recommendation. Commissioner Trotta asked about the Crown Vics and the Chief said they are not longer being produced.

5. Monthly Reports

Chief Terribile reviewed the monthly reports.

6. Old Business

Deputy Chief Hutchinson reviewed License Plate Readers grants and reported, as he had previously stated, that funds are based on population, crime, etc. and the larger departments are usually awarded the grant funding. He researched other options for grants but could not find anything that would fund the large expense of the plate readers.

7. New Business

Chairman Ametrano stated that Chief Terribile's 3 year plan looks good and the report was reviewed.

Motion: Upon a motion by Commissioner Dostert, seconded by Commissioner Cole, the Commission voted to adjourn the meeting at 6:23 P.M.

*In favor: Chairman Ametrano, Commissioners Dostert, Cole, Trotta, Hedberg
Opposed: None
Abstained: None*

Respectfully submitted: Lucy Krauchick, Clerk of the Board