

Town of Guilford

**Board of Police Commissioners
Meeting Minutes
Wednesday, May 18, 2011
5:30 p.m.
Police Headquarters**

Present: Commissioners: Joseph Ametrano, Chairman, Commissioners
Thomas Cole, Rose Dostert, Fred Trotta
Excused: Commissioner Hedberg

Department Members: Chief Thomas A. Terribile, Deputy Chief
Jeffrey C. Hutchinson, Lucy Krauchick, Clerk

Others: Fred Hill, Union Present

Call to Order

Chairman Ametrano called the meeting to order at 5:30 P.M.

1. Approval of Prior Meeting Minutes of April 27, 2011

*Motion: Upon a motion by Commissioner Trotta, and seconded by
Commissioner Cole, the Commission voted to approve the minutes of
the April 27, 2011 meeting as presented.*

*In Favor: Ametrano, Cole, Dostert, Trotta
Opposed: None
Abstained: None*

2. Public Petition/Commentary

None

3. Traffic

3.1 Correspondence from Clifford Gurnham, GBOE, Director of Operations.
Presented as an f.y.i. No discussion.

4. Committee Reports

4.1 Facilities

4.1.1 Turn over vehicle(s) to Town.

Chief Terribile asked the Commission consider the turnover of Car 5 not Car 8 and permission to put Car 5 in service. He stated there is another change in vehicle turnover and proposed, upon the recommendation of the fleet supervisor, to keep the old Tahoe and release the white van to the Town. He stated that the white van became part of the fleet through a drug seizure

takeover and that van gets less usage.

Commissioner Trotta asked if the department would run into any issue turning over the white van to the Town due to the way it was obtained and the Chief said no because the Town owns the property in question.

Motion: Upon a motion by Commissioner Dostert, and seconded by Commissioner Trotta, the Commission voted to approve the turnover of Car 5 and the white van to the Town.

In Favor: Ametrano, Cole, Dostert, Trotta

Opposed: None

Abstained: None

The Chief reviewed his recommendations to purchase the budget approved van for Municipal Animal Control. He said his Administrative Staff researched gas efficiency and cost savings and have proposed the purchase of a Ford 250 van. He said Lt. Hocking will mark this van up with lights. The State bid came back with a price of \$18,000, well below what was budgeted. The Chief said this purchase makes sense. It was agreed. A purchase order will be completed July 1.

The Chief spoke about correspondence that he sent to Planning and Zoning. He said he stated, for the record, that it spoke to the special permit and site plan application of Guilford Village West, Senior Housing property located at Boston Post Road West.

Chief Terribile said the department operated a shooting range on the Guilford Transfer Station site and this shooting range was approved by Planning and Zoning on March 1, 1989 and on June 22, 1990 approved a revised site plan.

The Chief said that Mr. Waldo who has proposed the senior housing development had conducted sound tests at the range site and Mr. Waldo committed to planting sound barriers (evergreens).

Chief Terribile reported that the department does not oppose this applicant, but would like to make it clear that the range is in existence and the department uses it for training.

4.2 Personnel

4.2.1 Sick Time Report

Chief Terribile reviewed sick time of the previous year and present year. Although there were some differences due to on the job injury or other circumstances, there were no concerns noted with the sick time report.

4.2.2 Agendas for Special Meetings in May for Police Candidate Interviews.

Chief Terribile entertained discussion. The Deputy Chief asked the Commission to consider questions for the candidate interviews this month. Chairman Ametrano said the questions from the past work well and agreed the process works but asked if there could be more discussion with the candidates for the purposes of better screening.

The Deputy Chief suggested staying with the present strategy and proposed some discussion be formulated to the application. He reviewed the disqualification process that he conducts prior to the interviews. The Chief said this process has been valuable. Discussion followed. It was proposed that the Chief, the Deputy Chief and the Chairman, in the future, do a first interview and then present the candidates to the Board. This matter is still under consideration. No motion was made, no vote was taken.

4.2.3 I. A. 2011-01

Motion: Upon a motion by Commissioner Cole, and seconded by Commissioner Trotta, the Commission voted to withdraw I.A. 2011-01.

In Favor: Ametrano, Cole, Dostert, Trotta
Opposed: None
Abstained: None

4.3 Communications

Motion: Upon a motion by Commissioner Dostert, and seconded by Commissioner Cole, the Commission voted to add Item 4.3.4 to the Agenda as South Central Criminal Justice Administration correspondence.

In Favor: Ametrano, Cole, Dostert, Trotta
Opposed: None
Abstained: None

4.3.1 Communication to Officer Massey

Commissioner Dostert reported a thank you note was received which acknowledged the support of Officer Massey.

4.3.2 Communication from Jack Drumm, Chief of Police of Madison to the Deputy Chief.

Commissioner Dostert reported that this correspondence was in reference to the Chief of Police of Madison's sincere appreciation to the Deputy Chief for permitting his department's SWAT personnel to participate in Madison's interview process.

4.3.3 Communication from Deputy Chief Hutchinson to the Chief.

Commissioner Dostert explained that this correspondence came in as a complaint to the First Selectman regarding the police department and was referred to the Deputy Chief for his attention.

The Chief said the Deputy Chief determined that the complainant had an address unknown and an incorrect zip code and it was determined the name of the person was not real.

The Chief stated that, upon review of Walmart's security tapes, there was no off duty officer from the department that fit the description of the complainant but Walmart employs security staff who does fit the description. The Deputy Chief asked Walmart to address the complaint with their security staff.

In an effort to protect the image of the department, the Chief said the Deputy Chief conducted a thorough investigation which was well documented. The Chairman agreed.

4.3.4 Correspondence from South Central Criminal Justice Administration.

Correspondence was received from S.C.C.J.A. which thanked Sergeant Lindgren for his participation as a panelist at the recently completed oral board examination for the recruitment of police officer.

4.4 Budget/Finance

4.4.1 2010/2011 Budget Report

Chief Terribile reported that the department was in line with most items and based on the budget analysis the department continues to expect to turn back approximately \$100,000 to the Town. Most of these funds come from unfilled positions and overtime which is under budget. Replacement salaries are low but are expected to go up this time of year and even out. The Chief said the dispatcher who was out on a long term injury has returned to work.

4.4.2 2011/2012 Budget Report

The vendor for the bonded computer software upgrade has been notified that the funds will be in place for the start of the new fiscal year on July 1. The Department anticipates that this program will be a great benefit. The Chief reported that the vendor compiling the information to present the package.

5. Monthly Reports

Chairman Ametrano asked about the increase in shoplifting. The Chief responded that the department is working on strategies. He reported that Detective Sergeant Dunn is preparing an analysis to determine time, place and identification of the perpetrators. The Chief reviewed shoplifting and procedures with the Commission. He stated that the town of Branford purchased plate readers for their patrol vehicles and they been valuable in identifying the offenders but the plate readers are expensive.

Chairman Ametrano suggested the possibility of Big Y and Walmart funding the plate readers. It was agreed that was a good suggestion and the department will look into that.

Commissioner Trotta asked about burglaries and the Chief responded the department is working on those cases.

Commissioner Cole inquired about the twenty percent decrease in motor vehicle violations. He asked the Chief if he is concerned. The Chief explained patrol is focusing manpower on burglaries and shoplifting, at this time, and explained the slight decrease in the other violations.

Chief Terribile discussed a recent retiree and reported that his pension remains to be incorrect and this should have been rectified. He said it is taking too long. Discussion followed. The Commission agreed that the Chief will contact the Human Resources Department and/or the Pension Committee in support of the retiree. It was agreed this should be immediately rectified.

6. Old Business

Chairman Ametrano reported the Kelly Mason Fundraiser will be this Sunday, May 22, 2011 at Anthony's of Guilford on the Boston Post Road.

7. New Business

None

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Dostert, the Commission voted to adjourn the meeting at 6:15 p.m.

*In Favor: Ametrano, Cole, Dostert, Hedberg, Trotta
Opposed: None
Abstained: None*

Respectfully Submitted,

Lucy Krauchick

Clerk of the Board of Police Commissioners

