

BOARD OF POLICE COMMISSIONERS
DRAFT MEETING MINUTES
APRIL 17, 2013
5:30 p.m.
Guilford Police Headquarters
400 Church Street
Guilford, CT 06437

Present: Commissioners: Joseph Ametrano, Thomas Cole, Chairman Jeff Hedberg,
Fred Trotta
Department Members: Officer Mark O'Connor, Chief Terribile
Others: Lauren Lanzon, Guilford Patch (arrived 5:44 p.m.)
Karen Quercia, Acting Clerk

Chairman Hedberg called the meeting to order at 5:30 p.m.

Chairman Hedberg requested a motion to add Item 3.2, Correspondence Regarding Speeding on Seaside Avenue.

Motion: Upon a motion by Mr. Ametrano, and seconded by Mr. Cole, the Board of Police Commissioners voted to add Item 3.2, Correspondence regarding speeding on Seaside Avenue.

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

Chairman Hedberg requested a motion to add Executive Session to discuss the Chief's contract and salary. Mr. Cole suggested that the Chief be invited to remain in Executive Session for the beginning portion of Executive Session.

Motion: Upon a motion by Mr. Ametrano, and seconded by Mr. Cole, the Board of Police Commissioners voted to add Executive Session to discuss the Chief's contract and salary, and to invite the Chief to remain in Executive Session for the beginning portion of Executive Session.

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

**1. Approval of prior meeting minutes.
1.1 Approval of Police Commission meeting minutes of Wednesday, March 20, 2013.**

Mr. Cole asked that the minutes be amended to delete the word, "bond" in line 5 of the second paragraph of page 4 as the word "bond" is typed twice.

Motion: Upon a motion by Mr. Ametrano, and seconded by Mr. Cole, the Board of Police Commissioners voted to approve the amended minutes of the March 20, 2013 Police Commission meeting.

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

2. Public Petition/Commentary

None

3. Traffic

3.1 Correspondence presented to the Board of Police Commissioners as “for your information”.

Chief Terribile reported that he spoke with Mr. Gale regarding his correspondence and he understands the situation. The Chief met with the GHS Building Committee and suggested that they request that contractors and subcontractors adjust their start and end times each school day so that that contractors are not coming onto and leaving the work site at the same time students and staff are coming to and leaving school.

The Chief also reviewed the two access roads contractors will be using to get to the site. There will be an entrance road where the current student lot is which will run between the current building and football field. The Chief has suggested that truck traffic enter the site via Route 1 and New England Road rather than via Long Hill Road to New England Road.

Chairman Hedberg agreed that staggering the contractor’s hours is particularly important.

3.2 Correspondence from Whitfield South Neighborhood Association regarding speeding on Seaside Avenue.

The Chief reported that in previous years the portable trailer has been used to monitor traffic in the Seaside Avenue area. He has asked Lt Dunn to put out a device that tracks speed by the use of ribbons in the road to obtain data on what the actual speeds are. Once this information is available, the Chief can properly assign officers to areas of concern. This is especially useful since the department is short staffed and resources need to be assigned appropriately.

4. Committee Reports

4.1 Facilities

4.1.1 Gas/Vehicle Report

Chief Terribile noted that the mileage looks good. Having seven officers out impacts the mileage.

4.2 Personnel

4.2.1 Grievance 2013-02 Grievant Union –Resolved. Grievance tabled last meeting

Chief Terribile reported that this grievance has been resolved. Officer Shove was on light duty and was called in during the blizzard and paid time and one-half. It was agreed that this would not happen again and a Memorandum of Agreement was drawn up.

4.2.2 Grievance 2013-03 Grievant Officer Mark Thompson. Grievance tabled last meeting.

This grievance has been resolved, the Officer has been awarded a comp day.

4.2.3 Grievance 2013-04 Grievant Officer Mark O'Connor.

This grievance is in reference to the use of sick time to attend physical therapy appointments while on duty. Officer O'Connor stated that he has been going to physical therapy for an injury during his shift. He has been taking a ½ sick day each time he goes to therapy. Officer O'Connor stated that other officers have been allowed to go to therapy for both on and off duty injuries while on duty. He has provided copies of his appointments and physician statements to CIRMA's attorney.

Chief Terribile stated that the issue is whether or not Officer O'Connor's injury is a compensable Worker's Compensation injury. To date it has not been determined that Officer O'Connor's injury is compensable. So far this claim has been denied. If the Department receives a determination from the Workers' Compensation Commission that this is a compensable injury, the Chief and Commission will be open to discussing the restoration of Officer O'Connor's time.

Officer O'Connor stated that at the last Worker's Compensation Hearing, the WC Commissioner accepted Officer O'Connor's claim and put the burden of proof on CIRMA. There is another hearing scheduled.

Mr. Trotta asked for clarification as to whether this was a formal or informal hearing. At an informal hearing the WC Commissioner can "recommend", but not "accept" a claim. Officer O'Connor stated this was an informal hearing.

The Police Commissioners discussed other instances in the department, but they were for compensable injuries. They suggested that until the situation is resolved, Officer O'Connor schedule his physical therapy appointments for after his shift. If he schedules the appointments after 3:00 p.m., he can submit them to CIRMA and be reimbursed for his time.

Chief Terribile stated that until the Department receives a determination about the claim, they have to follow the contract. He stated that the Union understands the Department's position.

Mr. Trotta asked why Officer O'Connor filed this as a class action. Officer O'Connor stated that the Union attorney recommended consolidating all his appointments rather than filing each individual appointment as a grievance.

Both Officer O'Connor and the Commissioner expressed frustration with CIRMA.

The Commissioners agreed that they would have to deny this grievance until receipt of a determination from the Workers Compensation Commission. They stated that if the claim is accepted, Officer O'Connor should revisit this issue with the Police Commission.

Motion: Upon a motion by Mr. Cole, and seconded by Mr. Trotta, the Board of Police Commissioners voted to deny Officer O'Connor's grievance.

In Favor: Ametrano, Cole, Hedberg, Trotta

Opposed: None

Abstained: None

4.2.4 Attendance Incentives

A total of fifteen officers did not use any sick time this past quarter (January – March).

4.3 Communications

4.3.1 Correspondence received from John and Sharon Hunt thanking Officer Gerosa for her professionalism.

4.3.2 Thank you note received by Sergeant Lawrence from Madison pack 449 for a tour of the Guilford Police Department.

4.3.3 Thank you note received by Officer Shove from Girl Scout Troop 62834 regarding her informative program on Home Safety.

4.3.4 Note received from Ms. Jasiorkowski thanking Officer Shove for her professionalism and kindness during a difficult time.

4.3.5 Note received from Michael and Ann Charles thanking Officer Tullo for his polite concern and professionalism during a recent incident.

4.3.6 Note received from Dennis Sandacata and Laurel Griso thanking Officer Morrell for "helping them out twice" in one week, stating their respect and admiration.

4.3.7 Correspondence received from T.J. Mastriano, GHS Counselor Intern, thanking Officer Shove for taking the time to speak to their Law and Youth students.

4.3.8 Thank you note received from SSILL to Detective Hill in appreciation for a recent presentation and his professionalism.

4.3.9 Article from Zip06 Guilford from the Segan family thanking Officer Shove for her assistance in arranging to get their family home during the Blizzard of 2013.

4.3.10 Electronic correspondence received from Sup't. of Schools Paul Freeman, Ed.D. to the Chief referencing the efforts of the department in partnering with the schools and commending the efforts of important work being done to keep every student safe in the Guilford community.

The Commissioners acknowledged the receipt of the correspondence and noted that the letters are a reflection of the great job being done by the officers.

4.4 Budget/Finance

Chief Terribile reviewed the budget report. The Town has requested information from every department regarding estimates of any funds they may be available to turn back to the Town at fiscal year end. The expenses incurred because of all the major storms have hit some department's budgets especially hard, especially the Public Works Department, so any savings are crucial to the Town.

The Chief estimates that there will be a surplus of \$217,000 in the Salaries line because the department is short personnel. He also anticipates a \$23,000 surplus in the civilian salaries because an employee that was hired to replace a retiree was hired at a lower rate. The Chief anticipates that the overtime account will be over budget by about \$52,000.

The rest of the line items should all be good at the end of the year. There are encumbrances of about \$28,000 in gasoline that won't be used.

Mr. Ametrano asked about the new vehicles. Chief Terribile stated that the vendor has been good about addressing all issues. Most issues were electrical, and some were due to the age of the department's video cameras. Fortunately there is \$60,000 budgeted in the next fiscal year's capital account for new video equipment.

The Chief anticipates that interviews for new hires will take place sometime in mid-May.

5. Monthly Reports.

The Commissioners reviewed the activity and parking tag reports. The High School administration tries to assist in collecting parking ticket fines by not releasing diplomas to students who do not pay their fines.

The Commissioners reviewed the MACO report. It was noted that there were no incidents of euthanasia. The Chief is working with Town Counsel, the First Selectman and the Town's insurance representative regarding a volunteer program at the animal shelter. He maintains regular communication updates to the residents interested in volunteering.

6. Old Business.

None

7. New Business.

None

8. Police Personnel Comments. (Any other business that may properly come before the Board in Regular Session).

None

9. Executive Session.

Motion: Upon a motion by Mr. Cole, and seconded by Mr. Trotta, the Board of Police Commissioners voted to enter Executive Session at 6:10 p.m. to discuss the Chief's contract and salary. The Chief was invited to join the Commission for the first part of the Executive Session.

In Favor: Ametrano, Cole, Hedberg, Trotta

Opposed: None

Abstained: None

No action was taken in Executive Session.

The Board of Police Commissioners meeting adjourned at 7:14 p.m.

Respectfully Submitted,
Karen Quercia
Acting Clerk