

**MINUTES  
BOARD OF POLICE COMMISSIONERS  
REGULAR MONTHLY MEETING  
AUGUST 21, 2013  
5:30 PM AT POLICE HEADQUARTERS**

**Attendance:** Board of Police Commissioners: Chairman Hedberg, Commissioners Ametrano, Cole, Trotta and Carlson  
Department Members: Chief Terribile, Deputy Chief Hutchinson  
Lucy Krauchick, Clerk of the Board  
Dispatcher Esposito

Chairman Hedberg called the meeting to order at 5:32 PM.

**1. Approval of prior meeting Minutes.**

**1.1. Approval of meeting minutes of Wednesday, July 17, 2013**

*Motion:* Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to approve the meeting minutes of Wednesday, July 17, 2013 as presented.

*All in favor:* Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta

*Opposed:* None

*Abstained:* None

Chairman Hedberg entertained the addition of two line items to the Agenda at this time.

*Motion:* Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to add to the Agenda under Executive Session Item 9.1. Status of Union Contract Negotiations and to add to the Agenda under New Business Item 7.1. Inspection of the new Command Post.

*All in favor:* Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta

*Opposed:* None

*Abstained:* None

**2. Public.**

None.

### **3. Traffic.**

#### **3.1. No parking signs correspondence.**

**Chief Terribile reviewed the Guilford High School construction project and spoke about the safety of traffic flow during the new construction. He reported that he has been meeting with authorities on traffic safety, parking and evacuation procedures during this project. He spoke on anticipated spaces and reviewed the amount of spaces that were eliminated due to construction. He reviewed no parking street signs which were reissued for safety purposes and of additional temporary no parking signs in the area of the high school during school opening.**

**The Chief stated he will continue to meet with officials regarding the safety of traffic flow and the evacuation procedure during the construction. He is attending another meeting tomorrow with the Fire Department and the Building Engineer.**

#### **3.2. Art Expo-After Action Report**

**Chief Terribile reviewed the Art Expo's After Action Report with the Board and entertained questions. Commissioner Ametrano stated that a Lieutenant and Sergeant agreed with the one-way traffic pattern rather than the two-way traffic. The Commissioner stated he finds the one-way traffic pattern confusing and difficult and would be open to the two-way traffic pattern. Chairman Hedberg asked about loading and unloading with two-way traffic. The Chief said that alongside the green would be permissible. Discussion followed. It was agreed the two-way traffic pattern may be a good possibility next year. No action was taken.**

### **4. Committee Reports**

#### **4.1. Facilities**

##### **4.1.1. Gas/Vehicle Report.**

**Chief Terribile reviewed the Gas/Vehicle Report and stated that gas/vehicle remains in order.**

##### **4.1.2. MHQ Municipal Vehicles-Correspondence.**

**Deputy Chief Hutchinson reviewed the correspondence of the Vendor (MHQ) who was awarded the state bid for municipal vehicles.**

**The Deputy Chief stated the pricing reflects identical to what**

the department has now and the pricing is within budget. He asked that the Board consider taking action on the matter. Chairman Hedberg suggested the Board go with the state bid. Deputy Chief Hutchinson recommended that the Board move forward and ask the Board of Selectmen for approval of the purchase of the vehicles.

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to recommend to the Board of Selectmen for approval the purchase of four new 2014 police vehicles, as budgeted, off the state contract MHQ bid number 12PSX0194.*

*All in favor: Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta*

*Opposed: None*

*Abstained: None*

#### **4.1.3. Lighting Project**

Chief Terribile reported that the lighting project was underway and should be completed sometime during the week. The energy efficiency project should provide benefits and savings immediately. All costs were incurred by CL&P.

#### **4.2. Personnel**

##### **4.2.1. Grievance 2013-05-Dispatcher Esposito (as tabled July 17, 2013)**

Chairman Hedberg acknowledged Dispatcher Esposito and gave a brief verbal report regarding the history of the grievance. Dispatcher Esposito's grievance settlement was discussed. It was stated that future advances in pay grade or salary would follow the existing terms of the union contract and would not be affected by this agreement to settle.

*Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to settle the issue of pay grade with Dispatcher Esposito moving him to Dispatcher Grade B as of June 17, 2013 which will be paid retroactively.*

*All in favor: Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta*

*Opposed: None*

*Abstained: None*

*Abstained: None*

#### 4.2.2. IA 2013-01.

**Motion:** *Motion made by Commissioner Trotta, seconded by Commissioner Ametrano, to find charges made within IA 2013-01 as unfounded.*

**All in favor:** *Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta*

**Opposed:** *None*

**Abstained:** *None*

#### 4.2.3. Recruit Report-Update.

**Chief Terribile updated the Board on the status of the new recruits and reported that Officer Anania will graduate from the Academy on September 11, 2013.**

### 4.3. Communications.

#### 4.3.1. Correspondence from Camp Rising Sun.

**Commissioner Carlson read from correspondence received from Camp Rising Sun thanking the department for a donation of a ride to work in a Guilford Police car and valuing that donation as “priceless”.**

#### 4.3.2. Correspondence from Mr. and Mrs. Gordy Whiteman.

**Commissioner Carlson read from correspondence received from Mr. and Mrs. Whiteman voicing a complaint regarding loud music at early morning time during the recent Sea Legs Shuffle road race.**

**The Chief replied that the Department was not aware that there would be music at the event and the department did not give permission for the music.**

#### 4.3.3. Correspondence from First Selectman Mazza to Ms. Mancini.

**Commissioner Carlson read from correspondence from the First Selectman sent to Ms. Mancini in response to her complaint regarding loud music being played during the Sea Legs Shuffle road race on August 4, 2013. Ms. Mancini stated the police department did issue permission for the roads for the race but a variance from the Noise Control Ordinance was not issued or**

**approved. The First Selectman responded that he was in full agreement that this incident should not have occurred and that the police department will shut down any future events that are not in full compliance with Town ordinances.**

**4.3.4. Correspondence from First Selectman Mazza to Mr. Bysiewitz.**

**Commissioner Carlson read from correspondence sent to Mr. Bysiewitz of Sound Runner who heads the Sea Leg Shuffle road race reminding him of the Noise Ordinance.**

**4.3.5. Correspondence from Gene Offredi.**

**Commissioner Carlson read from correspondence received to Chief Terribile thanking him and the Department for sending an officer to his residence to release a skunk caught in a trap.**

**4.3.6. Correspondence received from the International Association of Chiefs of Police (IACP) to Lt. Dunn.**

**Commissioner Carlson read from correspondence sent to Lt. John Dunn from the International Chiefs of Police Association, the National Sheriffs' Association, the Governors Highway Safety Association and the National Highway Traffic Safety Administration thanking the agency for its commitment to traffic safety by participating in the National Law Enforcement Challenge and working to make the community safer.**

**Chief Terribile thanked Sergeant Dube for his efforts with Ticket or Click It in conjunction with the campaign. The Chief and Deputy Chief thanked Lt. Dunn for his efforts in pushing this campaign to the forefront.**

**5. Monthly Reports.**

**Chief Terribile reviewed the monthly reports with the Board and entertained questions. Chairman Hedberg asked about duplication of information within some of the reports. Chief Terribile reviewed CALEA standards and went over the information within the reports.**

**Chairman Hedberg spoke about the Municipal Animal Control Officers report and talked about repeat offenders. The Chairman asked for clarification regarding repeat offenders and additional enforcement methods. The Deputy Chief reviewed the procedure of repeat offenders who are issued infractions.**

**6. Old Business.**

None.

**7. New Business.**

**7.1. Inspection of the new Command Post.**

Chief Terribile, Deputy Chief Hutchinson and the Board of Police Commissioners got up from the meeting and continued the meeting outside to the new Command Post for a demonstration at 6:30 p.m.

Chairman Hedberg excused Lucy Krauchick, Clerk of the Board.

The inspection of the Command Post took place. The members of the Department and the Board returned to the meeting room.

**8. Police Personnel Comments.**

None.

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Cole, to enter into Executive Session at 6:37 p.m. inviting the Chief of Police and the Deputy Chief of Police to discuss the status of the Union Contract negotiations.*

*All in favor: Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta*

*Opposed: None*

*Abstained: None*

**9. Executive Session.**

**9.1. Status of Union Contract negotiations.**

*Motion: Motion made by Commissioner Trotta, seconded by Commissioner Cole, to exit Executive Session at 7:04 p.m. and enter back into general session.*

*All in favor: Chairman Hedberg, Commissioners Carlson, Ametrano,*

*Cole and Trotta*  
**Opposed:** *None*  
**Abstained:** *None*

**No action was taken, no motions were made.**

**Motion:** *Motion made by Commissioner Trotta, seconded by Commissioner Cole, to change the date of the regular Board of Police Commissioners meeting to September 25, 2013 to accommodate the Commissioners schedules and to assure that there will be a quorum at the next regular meeting.*

**All in favor:** *Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta*  
**Opposed:** *None*  
**Abstained:** *None*

**Motion:** *Motion made by Commissioner Ametrano, seconded by Commissioner Carlson, to adjourn the meeting at 7:05 p.m.*

**All in favor:** *Chairman Hedberg, Commissioners Carlson, Ametrano, Cole and Trotta*  
**Opposed:** *None*  
**Abstained:** *None*

**Meeting adjourned.**

**Respectfully submitted,**

**Lucy Krauchick**  
**Clerk of the Board**