

**MINUTES**      **DRAFT**  
**BOARD OF POLICE COMMISSIONERS**  
**REGULAR MONTHLY MEETING**  
**JUNE 19, 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  
Department Members: Brian Esposito, Fred Hill  
Public: NAGE Union Representative

Chairman Hedberg called the meeting to order at 5:35 PM.

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

**1.1. Approval of meeting minutes of Wednesday, May 15, 2013.**

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Cole, to approve the meeting minutes of Wednesday, May 15, 2013, as presented.*

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

*Opposed: None*

*Abstained: None*

**1.2. Approval of special meeting Minutes of Monday, May 20, 2013 and Wednesday, May 22, 2013.**

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to approve the special meeting minutes of Monday, May 20, 2013 and special meeting minutes of Wednesday, May 22, 2013 as presented.*

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

*Opposed: None*

*Abstained: Commissioner Cole*

**2. Public Petition/Commentary.**

None.

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to move Item 4.2.1. NAGE Grievance 2013-05-Brian*

*Esposito, Dispatcher up the Agenda at this time.*

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

*Opposed: None*

*Abstained: None*

**Fred Hill left the room and returned with Dispatcher Esposito at 5:40 PM.**

**Chairman Hedberg offered the floor to Fred Hill who asked to speak on behalf of Dispatcher Esposito. Fred Hill reviewed experienced patrol officer hiring at Grade A and the procedure that the Police Union has followed when hiring experienced officers. Fred Hill said he wanted to speak on Dispatcher Esposito's behalf referencing his work experience and work ethic. He said that Dispatcher Esposito is an asset to the department because he comes with thirty years experience and has become an invaluable asset to the patrol officers. He also suggested that officer safety has been improved because of the Dispatchers Esposito's knowledge. Fred Hill stated that Dispatcher Esposito is one of the finest dispatchers he has ever worked with and "it would be a shame to see him leave because he is a Grade A guy who should be treated that way".**

**Chairman Hedberg thanked Fred Hill for his comments and asked Dispatcher Esposito to take the floor. Mr. Esposito began to review the circumstances which led up to the filing of the Grievance and Chief Terribile stated that, if it was agreed by Mr. Esposito, he could give an overview to The Board for him. Dispatcher Esposito agreed.**

**Chief Terribile reviewed the Grievance and the procedure of civilian hiring through the Town Hall.**

**Dispatcher Esposito took the floor and presented the reasons for the Grievance with the assistance of a fellow NAGE Union representative. He reviewed his concern regarding the end of the probation period salary grade, his expectations of a salary upgrade and referred to the NAGE contract. He reviewed the circumstances which led him to accept the dispatcher position. Commissioner Cole asked if the Board had jurisdiction to hear this Grievance and the Chief reviewed the steps of the NAGE Grievance and it was agreed the Grievance could be heard. The discussion proceeded. Commissioner Trotta suggested this Grievance be tabled. It was agreed. Commissioner Ametrano thanked Dispatcher Esposito.**

*Motion: Motion made by Commissioner Cole, seconded by Commissioner Trotta, to table Grievance 2013-05-Brian Esposito, Dispatcher until the next regular board meeting.*

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

*Opposed: None*

*Abstained: None*

**Traffic.**

**2.1. Request for authorization from the Traffic Authority for the Annual Ride to End Hunger, motorcycle charity ride on Sunday, September 8, 2013**

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to approve the traffic request for the Annual Ride to End Hunger charity ride on Sunday, September 8, 2013.*

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

*Opposed: None*

*Abstained: None*

**2.2. Request from Laura Feinn, Resident, requesting signage on Hoadley Creek Circle directing motor vehicle operators approaching the center island.**

**Chief Terribile reported that he and Chairman Hedberg reviewed the signage request and agreed that a sign would be appropriate on Hoadley Creek Circle due to the center island. The Chief recommended sign R4-7 (showed a visual of the sign).**

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to approve signage R4-7 for Hoadley Creek Circle.*

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

*Opposed: None*

*Abstained: None*

**2.3. Request for authorization for Braking Aids charity bicycle ride on Saturday, September 28, 2013.**

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to approve the traffic request for the Braking Aids charity bicycle ride on Saturday, September 28, 2013.*

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

*Opposed: None*

*Abstained: None*

**2.4. Request for authorization from the Traffic Authority for 2013 Summer Breeze Century Ride for Autism charity bicycle ride on Saturday, July 13, 2013.**

*Motion: Motion made by Commissioner Trotta, seconded by Commissioner Cole, to approve the traffic request for the 2013 Summer Breeze Century Ride for Autism bicycle ride on Saturday, July 13, 2013.*

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

*Opposed: None*

*Abstained: None*

**2.5. Request for Authorization from the Traffic Authority for 2013 Tri State Trek charity event on Saturday, July 20, 2013.**

*Motion: Motion made by Commissioner Cole, seconded by Commissioner Ametrano, to approve the traffic request for the Tri State Trek charity event on Saturday, July 20, 2013.*

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

*Opposed: None*

*Abstained: None*

**3. Committee Reports**

**4.1 Facilities**

**3.1.1. Gas/Vehicle Report.**

**Chief Terribile stated that the Deputy Chief would speak on Gas/Vehicle this month as he prepared a mileage report scheduled on the next item on the Agenda.**

**3.1.2. Vehicle Mileage Report-Deputy Chief Hutchinson.**

**Deputy Chief Hutchinson reviewed the report he prepared on vehicle mileage and spoke on the fluctuation of mileage due to cars being in and out of service. He stated that the data compiled over the five month period gave the department a good sense that what was expected to happen did, in fact, happen. He reported a forty one percent increase in efficiency due to the inclusion of the new vehicles. Commissioner Cole stated that this efficiency seemed better than what was originally projected. It was agreed. Chairman**

Hedberg asked if the Deputy Chief could come up with a dollar value and the Deputy Chief stated he will compile the information and report back to the Board.

## 4.2 Personnel

### 4.2.1 NAGE Grievance 2013-05-Brian Esposito, Dispatcher.

Discussion moved up the Agenda.

### 4.2.2. Evaluation Scores.

Chief Terribile reviewed evaluations and explained the evaluation procedure.

### 4.2.3. Deputy Chief Hutchinson-Request for carry over of vacation time.

*Motion: Motion made by Commissioner Trotta, seconded by Commissioner Cole, to approve the request of Deputy Chief Hutchinson to carry over vacation time.*

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

*Opposed: None*

*Abstained: None*

## 4.3 Communications.

Chairman Hedberg shared to the contents of the following letters:

4.3.1. Thank you note of appreciation from Noelle King thanking Sergeant Bernier and Officer Thornton for their efforts in responding to a recent incident.

4.3.2. Electronic correspondence received to Chief Terribile from a Guilford Resident commending Officer Tullo, who responded to a call at her home, for his excellence.

4.3.3 Thank you note from Liana Conklin to Chief Terribile.

4.3.4 Correspondence received from Dr. Mohrer commending Officer Denison and expressing gratefulness to the department.

## 4.4 Budget/Finance

#### **4.4.1 Budget Report.**

**Chief Terribile reported to the Commission on the status of the budget and entertained questions. Chief reviewed several line items and his expectations for fiscal year end funds.**

**Commissioner Carlson entered the room.**

#### **4. Monthly Reports.**

**The Commission reviewed the monthly reports.**

#### **5. Old Business.**

**Commissioner Trotta asked about the progress of the new website. The Chief asked the Deputy Chief to update The Board. The Deputy Chief reviewed his work. Discussion followed. Chief Terribile agreed to meet with the First Selectman regarding the carry over of funds for the new website as recommended by the Board.**

**The Deputy Chief reported on the progress of the Command Post and discussion followed.**

**Deputy Chief Hutchinson reviewed the new hires with the Board and said conditional offers to three candidates were presented and the department continues to progress forward with the hiring process.**

#### **6. New Business.**

**None.**

#### **7. Police Personnel Comments.**

**None.**

#### **8. Executive Session.**

***Motion: Motion made by Commissioner Carlson, seconded by Commissioner Ametrano, to come out of public session and enter into executive session at 6:30 PM, excusing the Chief of Police, the Deputy Chief of Police and the Clerk of the Board, for the purposes of discussion of the contract of the Chief of Police.***

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

***Opposed: None***

*Abstained: None*

**The Chief of Police and Deputy Chief of Police were asked to remain at Headquarters to be called back to the regular meeting after the Executive Session discussion 8.1. on the Agenda. It was agreed. The Chief of Police, the Deputy Chief of Police and the Clerk of the Board left the room at 6:31 PM.**

**Respectfully submitted,**

**Lucy Krauchick  
Clerk of the Board**

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to come out of executive session at 6:47 PM.*

*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 Carlson, seconded by Commissioner Trotta, to enter into Public Session at 6:58 PM.*

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

*Opposed: None*

*Abstained: None*

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Ametrano, to approve adjusting the salary of Chief Terribile as proposed.*

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

*Opposed: None*

*Abstained: None*

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Cole, to add under Executive Session on the Agenda Item 8.2. Discussion of Contract Negotiations.*

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

*Opposed: None*

*Abstained: None*

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Ametrano, to come out of public session and enter back into executive session at 6:50 PM, inviting the Chief of Police and Deputy Chief of Police.*

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

*Opposed: None*

*Abstained: None*

*Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta, to come out of executive session at 7:44 PM.*

*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 Ametrano, seconded by Commissioner Cole to enter into public session at 7:45 PM.*

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

*Opposed: None*

*Abstained: None*

*Motion: Motion made by Commissioner Carlson, seconded by Commissioner Ametrano, to adjourn the meeting at 7:45 PM.*

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

*Opposed: None*

*Abstained: None*



