

**MINUTES
BOARD OF POLICE COMMISSIONERS
REGULAR MONTHLY MEETING
MAY 15, 2013
5:30 PM AT POLICE HEADQUARTERS**

Attendance: Board of Police Commissioners: Commissioners Ametrano, Carlson, Cole, and Trotta
Department Members: Chief Terribile, Deputy Chief Hutchinson
Public: Mr. Thomas Cost

Vice Chair Carlson called the meeting to order at 5:33 PM.

Vice Chair Carlson entertained a motion to add Disposition of Car 2 item 4.1.2, Thank you to Lt. Dunn from the D.A.Y. council 4.3.4, Thank you from Steve and Carol Renchy to the Commission 4.3.5, and Thank you to Officer Tullo from Sarah Malvey 4.3.6 to the Agenda.

Motion: Motion made by Commissioner Ametrano, seconded by Commissioner Trotta to add items 4.1.2, 4.3.4, 4.3.5, and 4.3.6 to the agenda.

All in favor: Commissioners Ametrano, Carlson, Cole, and Trotta

Opposed: None

Abstained: None

1. Approval of prior meeting Minutes.

1.1. Approval of meeting minutes of Wednesday, April 17, 2013

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

All in favor: Commissioners Ametrano, Carlson, Cole, and Trotta

Opposed: None

Abstained: None

2. Public Petition/Commentary.

None.

3. Traffic.

3.1 Click-it-or-ticket May 20, 2013 Kick-off event (FYI)

Deputy Chief Hutchinson spoke about the Statewide Click-It-Or-Ticket event scheduled to take place at 10AM on May 20, 2013 in the parking lot of Walmart. The Deputy Chief explained that this is an annual event organized by the State Department of Transportation intended to raise awareness of seat belt safety issues. Due to Guilford's proactive approach to seat belt enforcement and child safety seat installation initiatives, the State selected Guilford as the Kick-Off location this year. Speakers for the event will include the CT Police Chiefs Association President, CT State Police Lt. Paul Vance, the NHTSA regional representative, Dr. Bacha from Yale New Haven Hospital and Mrs. Rose Mason of Guilford who lost a daughter in an accident four years ago due to not wearing a seat belt. The Deputy Chief recognized Mrs. Mason for her tireless efforts to raise awareness and increase enforcement of the seat belt safety laws by providing the Guilford Police with funds raised at the annual Kelly Mason Memorial Fundraiser. Those funds have assisted the Guilford Police in their efforts to increase local awareness and compliance with the laws. The Deputy Chief also recognized Brooks Properties, the owners of the Walmart plaza, for allowing the event to be conducted on their property.

4. Committee Reports

4.1 Facilities

4.1.1. Gas/Vehicle Report.

Chief Terribile stated that the Gas/Vehicle report was included in the packets to the Board. He stated that the Gas/Vehicle report remains in good order and entertained questions. There were none.

4.1.2 Disposition of Car 2

Chief Terribile reported that Car 2, an older vehicle with more than 150,000 miles has died and will be stripped for parts. He recommended the Commission turn the vehicle over to the Town per department policy.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to turn Car 2 over to the Town.

All in favor: Commissioners Ametrano, Carlson, Cole, and Trotta

Opposed: None

Abstained: None

4.2 Personnel

4.2.1 Grievance 2013-03 (FYI)

Chief Terrible reported that grievance 2013-03 was settled with the Union.

4.3 Communications.

Commissioner Carlson shared to the contents of the following letters:

4.3.1. Thank you note from Brownie Troop 62190 to Officer Thornton for guiding a tour of the department.

4.3.2. Thank you to Chief Terrible from the West Haven Police Department for sitting on a recent oral board for the position of Captain.

4.3.3 Thank you to Chief Terrible from Sgt. John O'Brien thanking the department for the opportunity to participate in first Line Supervisor Training.

4.3.4 Thank you to Lt. Dunn from the D.A.Y. council for assisting with a field trip to the police department for G.H.S. career day.

4.3.5 Thank you to the Police Commission and administrative staff from Steve and Carol Renchy for the fruit basket and support following the loss of his mother.

4.3.6 Thank you to Officer Tullo from Sarah Malvey for his "fatherly" advice and assistance during a difficult time she had. Ms. Malvey told Officer Tullo that "in so many ways you have truly saved my life."

4.4 Budget/Finance

4.4.1 Budget Report (Chief of Police)

Chief Terribile reported to the Commission on the status of the budget and entertained questions.

5. Monthly Reports.

The Commission reviewed the monthly reports

6. Old Business.

None.

7. New Business.

7.1 The Mason Family

Deputy Chief Hutchinson reported to the Commission that he has been speaking with Mrs. Mason about this years Kelly Mason memorial brunch. The event will be held on August this year from 11AM-3PM at Anthony's Ocean View in New Haven. This is the fourth year the Mason family will hold this event. The proceeds from this event are donated each year to the Guilford Police Department and are used for seat belt safety awareness and enforcement. To date, the Mason's have donated more than \$40,000 to fund this initiative. The Commission recognized the Mason family's invaluable contributions to the Town's efforts and thanked them for their commitment.

7.2 Discussion regarding police department website improvements.

The Commission suggested making improvements the police department website in an effort to update it. The Deputy Chief will begin identifying appropriate vendors and potential costs to the upgrade.

Chief Terribile reported to the Commission on two awards the department recently received.

The first was received from Guilford Youth Mentoring recognizing that "The compassion and energy devoted to mentoring Guilford's children by the officers of the Guilford Police Department has made an invaluable difference in many young lives." Chief Terribile reported that five current officers are mentors including; Chief Terribile, Deputy Chief Hutchinson, Lt. Robinson, Lt. Dunn, and Sgt. Provencher.

The second award was received from the Town's insurance carrier, CIRMA, for "New and Innovative Risk Management Initiatives". The Chief explained that the department had been experiencing substantial employee lost time due to injuries sustained while training. The Chief implemented a safety officer element to all physical training sessions resulting in zero (0) losses since

implementation. This has saved officers from injury and has saved the Town substantially in the budget and in premium and medical costs.

8. Police Personnel Comments.

None.

9. Executive Session.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Cole to enter executive session at 5:58 pm, inviting the Chief and Deputy Chief, for the purpose of discussing the status of collective bargaining with the police union.

All in favor: Commissioners Ametrano, Carlson, Cole, and Trotta

Opposed: None

Abstained: None

No action was taken in Executive Session

Motion: Motion made by Commissioner Cole, seconded by Commissioner Ametrano, to adjourn the meeting at 6:18PM.

All in favor: Commissioners Ametrano, Carlson, Cole, and Trotta

Opposed: None

Abstained: None

The meeting adjourned at 6:18 PM.

Respectfully submitted,

Jeffrey C. Hutchinson