

BOARD OF POLICE COMMISSIONERS
DRAFT MEETING MINUTES
November 13, 2013
5:30 p.m.
Guilford Police Headquarters
400 Church Street
Guilford, CT 06437

Present: Commissioners: Chairman Hedberg, Commissioner Carlson,
Commissioner Cole, Commissioner Ametrano
Absent: Commissioner Trotta
Department Members: Chief Terribile, Deputy Chief Hutchinson,
Sergeant Dube, Lucy Krauchick, Clerk of the Board
Union Members: Fred Hill, President, Officer O'Connor Shop Steward
12 Union Members
Others: Attorney Ford, Union Representative
Attorney Rommel, Union Representative

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

1. Approval of prior meeting minutes.

1.1 Approval of Police Commission meeting minutes of Wednesday, October 16, 2013

Motion: Upon a motion by Ms. Carlson, and seconded by Mr. Ametrano, the Commission voted to table the approval of the minutes of October 16, 2013.

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

Motion: Upon a motion by Ms. Carlson, seconded by Mr. Ametrano, the Commission voted to add two items to the Agenda, under New Business the review of the new Town Purchasing Policy and under Executive Session the discussion of the negotiating process inviting the Chief of Police and Deputy Chief of Police and excusing the Clerk of the Board at the time of Executive Session.

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

2. Public Petition/Commentary

None

3. Traffic

3.1. Traffic request received electronically from a Mirror Lane resident requesting a crosswalk at the intersection of Highwoods Drive and Long Hill Road

Chief Terribile stated he took a look at the roadway per the request for a crosswalk. He suggested this request be forwarded to Mr. Portley, Town Engineer. Additionally the Chief stated he will contact the school for information regarding the amount of students in the neighborhood who would potentially use a crosswalk. The Commission agreed to refer this matter to the Town Engineer for his review.

3.2. Traffic concern received electronically from a Sconset Lane resident regarding the noise of dump trucks passing on Long Hill Road to get to the construction site at Guilford High School.

Chief Terribile responded to the resident regarding his investigation of the dump trucks. Discussion followed.

3.3. Correspondence from Lt. Dunn regarding a child safety seat installation event on Sunday, November 10, 2013.

The Chief of Police reported this was a very successful event with 75 seat installations. Commissioner Ametrano responded that it was great to have the Command Post at the event and it was successful. He commended the staff.

3.4. Correspondence from Paul Holmes from the state of CT regarding "The Mews of Guilford".

Presented as for your information.

3.5. Correspondence from the Safety Manager of East River Oil to First Selectman Mazza regarding a possible safety issue on Soundview Road.

The Chief stated that this correspondence came to him through the First Selectman's office. Chief Terribile stated that the First Selectman met with several offices within the town about this correspondence including the Police Department. The Chief investigated the concerns and there is no accident history. Signs for 25 mph speed limit are posted on the roadway.

4. Committee Reports

4.1 Facilities

4.1.1 Gas/Vehicle Report

Chief Terribile reported no discrepancies.

4.1.2 F.Y.I.-Correspondence to the First Selectman from the chief of Police on the "old Command Post".

Chief Terribile reported, upon a motion moved by the Commission, the

Board of Selectmen agreed to give the old Command Post to the Town of Clinton.

4.2 Personnel

4.2.1. Grievance as tabled prior meeting-Grievance 2013-06.

Discussion took place regarding Grievance 2013-06.

Motion: Upon a motion by Mr. Ametrano, seconded by Ms. Carlson, the Commission voted to table Grievance 2013-06.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

4.2.2. Grievance as tabled prior meeting-Grievance 2013-07.

Discussion took place regarding Grievance 2013-07.

Motion: Upon a motion by Mr. Cole, seconded by Mr. Ametrano, the Commission voted to table Grievance 2013-07.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

4.2.3. Grievances 2013-08.

Discussion took place regarding Grievance 2013-08.

Motion: Upon a motion by Ms. Carlson, seconded by Mr. Ametrano, the Commission voted to deny Grievance 2013-08.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

4.2.4. Grievance 2013-09.

Discussion took place regarding Grievance 2013-09.

Motion: Upon a motion by Ms. Carlson, seconded by Mr. Ametrano, the Commission voted to a compromised monetary settlement for Grievance 2013-09 with the stipulation that both parties will sign off on a memo stating that although the required department form for the training had not been turned in to the Administration the Grievance will be withdrawn and receipts will be provided prior to the reimbursement and specifically that this is not precedential setting.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

4.2.5. Grievance 2013-10.

Discussion took place regarding Grievance 2013-10.

Motion: Upon a motion by Mr. Ametrano, seconded by Commissioner Carlson, the Commission voted to deny Grievance 2013-10.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

Motion: Upon a motion by Ms. Carlson, seconded by Mr. Cole, the Commission voted to move Item 8. Police Comments up the Agenda at this time in consideration of the attendance.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

8. Police Comments

Fred Hill, Union President opened a conversation and spoke about response time to a particular Grievance. He referred to an article within the contract. The Chief responded. Discussion followed. The Commission expressed their concerns to the Union because the Commission had not been presented the Grievance nor the opportunity to hear the grievance. After a lengthy discussion it was agreed that the Grievance will be heard during next month's regular meeting.

Chairman Hedberg opened the floor to the Union and agreed to an open forum for speaking. The Union President and Shop Steward began the conversation regarding manpower concerns. Several members of the Union took the floor to speak about manpower concerns. Discussion followed.

The Commission agreed that the Union's conversation will be taken seriously and the Commission will work together to review the concerns. Chairman Hedberg thanked the Union members and Attorney's Ford and Rommel, representing the Union.

The Chairman asked to hear from the Chief of Police regarding the conversation. The Chief agreed. Chief Terribile discussed his role as the Chief of Police and the Administrations' standpoint which he said has been echoed in this discussion. He mentioned several variables. Discussion followed. The Commission agreed it is the job of the Chief of Police and Deputy Chief of Police to review these concerns and report back to the Commission.

The Commission agreed to work closely with the Administration and the Union in regard to the concerns set forth but these concerns cannot be immediately resolved due to several variables. No action was taken, no motions were made.

The Union President asked for a meeting date in December with the contract negotiating team and a date was agreed. At this time the Union audience left the room.

4.2.6. Internal Investigation 2013-02.

Chief Terribile reported on Internal Investigation 2013-02. The Deputy Chief explained the procedure. The Chief entertained questions. Discussion followed.

4.2.7. Discussion-Supernumerary Reinstatement.

Chief Terribile reported that upon strong consideration of all aspects of the Department, he has made an administrative decision not to reinstate the supernumerary program.

4.2.8. Correspondence from the Chief to All personnel-Assignment of Personnel.

The correspondence was presented as informational to the Commission. No discussion took place.

4.2.9. Correspondence from the Chief of Police to All Personnel-Detective Bureau opening(s).

The correspondence was presented as informational to the Commission. No discussion took place.

4.2.10. Unit Citation-Boston Post Road.

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Chief Terribile reviewed the Unit Citation with the Commission commending the recipients for a job well done.

4.2.11. Unit Citation-Transfer Station.

Chief Terribile reviewed the Unit Citation with the Commission commending the recipients for a job well done.

4.3. Communications.

4.3.1. Correspondence from Chairman Hedberg to the Mason family as a thank you.

4.3.2. Thank you note from Elizabeth and Ronald Freytag to Officer Massey and Officer Casey.

4.3.3. Thank you note to Guilford Police Department from JoAnn and Dave Welch.

4.3.4. Received correspondence written by First Selectman Mazza to Ms. Nussbaum for her "kind words" regarding Municipal Animal Control Officer Kelly Weady.

The Commission acknowledged the receipt of the correspondence and was pleased with the positive regards.

4.4. Budget/Finance

4.4.1 Budget Report – Chief Terribile

Chief Terribile reviewed the budget reports and went over the capital budget analysis which he prepared for the First Selectman at his request. Discussion followed regarding the heating and cooling system that needs replacement at Headquarters. The Deputy Chief reported on his work on the project. The Chief reported that the camera system at Headquarters is antiquated and needs replacement.

5. Monthly Reports.

The Commissioners reviewed and discussed the reports.

6. Old Business.

6.1. F.Y.I.-Correspondence to the Board of Police Commissioners from the Chief of Police reported the moved and unanimously voted motion to turn over the “Old Command Post” to the Town of Guilford.

7. New Business.

7.1. Board of Police Commissioners meeting schedule for 2014 to be approved.

Motion: Upon a motion by Ms. Carlson, seconded by Mr. Ametrano, the Commission voted to approve the 2014 meeting schedule for its regular board meetings which will be held the third Wednesday of the month with changes to the November and December meetings which will be held the second Wednesdays of the month consecutively due to the Holidays.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

8. Executive Session.

Motion: Upon a motion by Mr. Cole, seconded by Mr. Ametrano, the Commission voted to move out of Regular Session and enter into Executive Session for the purposes of discussion regarding contract negotiations inviting the Chief of Police, the Deputy Chief of Police and excusing the Clerk of the Board.

In Favor: Hedberg, Carlson, Cole, Ametrano

Opposed: None

Abstained: None

The Clerk of the Board left the room at 8:42 p.m.

Respectfully submitted,

Lucy Krauchick
Clerk of the Board

Motion: Upon a motion by Mr. Ametrano, seconded by Mr. Cole, the Commission voted to come out of Executive Session and enter into Regular Session at 9:01 p.m.

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

No action was taken, no motions were made in Executive Session.

Motion: Upon a motion by Mr. Ametrano, seconded by Ms. Carlson, the Commission voted to adjourn the regular meeting at 9:02 p.m.

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

Respectfully submitted,
Martha Carlson
Police Commissioner

Meeting adjourned at 9:02 p.m.