

BOARD OF POLICE COMMISSIONERS
DRAFT MEETING MINUTES
October 16, 2013
5:30 p.m.
Guilford Police Headquarters
400 Church Street
Guilford, CT 06437

Present: Commissioners: Chairman Hedberg, Commissioner Carlson,
Commissioner Trotta
Absent: Commissioner Cole, Commissioner Ametrano
Department Members: Chief Terribile, Deputy Chief Hutchinson,
Sergeant Dube, Lucy Krauchick, Clerk of the Board
Others: The Mason Family

Chairman Hedberg called the meeting to order at 5:33 p.m.

1. Approval of prior meeting minutes.

1.1 Approval of Police Commission meeting minutes of Wednesday, September 25, 2013.

Motion: Upon a motion by Ms. Carlson, and seconded by Mr. Trotta, the Commission voted to approve the minutes of the September 25, 2013 meeting.

*In Favor: Hedberg, Trotta
Opposed: None
Abstained: Carlson*

2. Public Petition/Commentary

None

3. Traffic

3.1 Parks and Recreation Department request for Halloween Spooktacular Special Event Sunday, October 27, 2013.

The Chief made a recommendation to approve the request from the Parks and Recreation Department for the special event on Sunday, October 27, 2013.

Motion: Upon a motion by Ms. Carlson, and seconded by Mr. Trotta, the Commission voted to approve the request of the Parks and Recreation Department for the Halloween Spooktacular Special Event on Sunday, October 27, 2013.

In Favor: Carlson, Hedberg, Trotta
Opposed: None
Abstained: None

4. Committee Reports

4.1 Facilities

4.1.1 Gas/Vehicle Report

Chief Terribile noted that everything looks good.

4.1.2 Disposal of Old Command Post

Chief Terribile reviewed the Town Policy for disposal of property. He recommended to the Commission to turn over the "old" Command Post to the Town of Guilford.

Motion: Upon a motion by Mr. Trotta, and seconded by Ms. Carlson, the Commission voted to turn over the "old" Command Post to the Town of Guilford advising the department has no further use for the equipment.

In Favor: Carlson, Hedberg, Trotta
Opposed: None
Abstained: None

4.2 Personnel

4.2.1.1 Report on new hires.

The Chief reviewed the status of the three new hires.
Chief Terribile reported that Officer Casey is off FTO and on the road and is performing well. (FTO-Field Training Officer)
Chief Terribile reported that Officer Anania is in the middle of FTO and should complete FTO sometime in December.

4.2.2 Staff Inspection Report.

The Chief provided information regarding the annual Staff Inspection Report He said "everything is status quo" and reported no major changes.

4.2.3 Incentive Reports

The chief reviewed the report and entertained questions. There were none.

4.2.4 Grievance 2013-06

4.2.5 Grievance 2013-07

Motion: Upon a motion by Mr. Trotta, and seconded by Ms. Carlson, the Commission voted to table Agenda Item 4.2.4 Grievance 2013-06-Sergeant Brooks-Coppola regarding overtime and Item 4.2.5 Grievance 2013-07-Union regarding vests, to be placed on the Agenda and heard at the next regular Commission meeting of November 2013.

In Favor: Carlson, Hedberg, Trotta
Opposed: None
Abstained: None

4.3 Communications

- 4.3.1 Correspondence received commending Officer Gerosa.**
- 4.3.2 Thank you note received mentioning Sergeant Lawrence.**
- 4.3.3 Correspondence received commending Officer Shove.**
- 4.3.4 Thank you note received from Ginny Cruz.**
- 4.3.5 Correspondence received from Anthony J. Lanni.**
- 4.3.6 Correspondence received from CT Law Enforcement Challenge.**
- 4.3.7 Election Day coverage.**

The Commissioners acknowledged the receipt of the correspondence. The Commissioners reviewed the correspondence and were pleased with the Awards received by the Department from the CT Law Enforcement Challenge. The prestigious awards were “Best in State” for the Child Safety Seat Program and “Honorable Mention” for the “Seat Belt Safety Program”. The Chief and Deputy Chief acknowledged the dedication of the department, in particular mentioning Lieutenant Dunn and Sergeant Dube in putting the program together. The Chief and Deputy Chief reported the Seat Belt Safety Program award is also due to the dedication and commitment of the Mason Family.

The Deputy Chief reported that AAA contacted the department asking for nominations for their Traffic Safety Award. He stated that Lieutenant Dunn nominated the Mason Family and it was agreed. The Mason Family were first time ever “civilians” to be nominated and to be accepted to receive the AAA Traffic Safety Award.

A press release will be put together regarding the awards.

4.4 Budget/Finance

4.4.1 Budget Report – Chief Terribile (verbal)

Reports from the Finance Department were not available at the time of the meeting. Chief Terribile noted that the Replacement Salaries account is higher than he would like it to be at this point in the year. He explained that the department continues to have several officers out but forecasts this account will improve.

5. Monthly Reports.

The Commissioners reviewed and discussed the reports.

Commissioner Carlson inquired about the outcome of the Guilford Fair and order in’s. Chief Terribile offered a verbal report and stated that there may be a solution by reinstating

the supernumerary program. He reviewed the consideration of offering a position to retired department officers for specific events to work traffic duty, such as the Guilford Fair. He reported that last week approximately three or four road jobs went unfilled. Discussion followed in respect to how a supernumerary would be paid. The Deputy Chief spoke about establishing a seniority list. Issues discussed were training, certification, work hours, special events, and other protocols. It was agreed that the supernumerary program is in the beginning stages of discussion. All were in agreement consideration of this program should move forward and that parameters would need to be set. The Chief agreed to continue working on the task of investigating the reinstatement of the supernumerary program and agreed to report back to the Commission. The Commission asked that the supernumerary program be added to next month's Agenda.

Old Business.

None

6. New Business.

7.1. The Mason family scheduled to report to the Board of Police Commissioners.

Rose Mason and the Mason Family presented a check to the Board of Police Commissioners and Chief of Police in the amount of \$14,000.00 from the Kelley Mason Memorial Fund. The Mason Family lost their daughter in a tragic car accident and their efforts in seat belt safety promotion have been outstanding. For the past several years, the Mason Family has donated countless hours of volunteer time to the effort. Each year since the loss of Kelley Mason, the family has held a special event in September in her honor to raise money for the seat belt safety initiative. It was discussed and agreed that the special events throughout the year were successful.

Chairman Hedberg thanked Rose and her family on behalf of the Board of Police Commissioners and the department for all that they have done. It was reported approximately \$60,000 has been donated to the department from the Kelley Mason Memorial Fund.

Rose Mason expressed her thankfulness to the department and said, "if one life is saved, if one person does not have to feel the loss that we continue to feel every day, then this makes it all worthwhile". The room agreed that the programs potentially save many lives. Rose Mason thanked Sergeant Dube for his participation and dedication to the program.

Chief Terribile and Deputy Chief Hutchinson thanked the Mason family for the department and a photo opportunity took place.

7. Police Personnel Comments.

Any other business that may properly come before the Board in Regular Session.

None

8. Executive Session.

Any other business that may properly come before the Board in Executive Session.

None

Motion: Upon a motion by Mr. Trotta, and seconded by Ms. Carlson, the Board of Police Commissioners voted to adjourn at 6:41 p.m.

In Favor: Carlson, Hedberg, Trotta

Opposed: None

Abstained: None

Respectfully Submitted,
Lucy Krauchick
Clerk of the Board