

BOARD OF POLICE COMMISSIONERS
MEETING MINUTES
July 16, 2014
5:30 p.m.
Guilford Police Headquarters
400 Church Street
Guilford, CT 06437

Present: Commissioners: Chairman Hedberg, Commissioner Carlson
Commissioner Cole, Commissioner Ametrano
Commissioner Trotta

Department Members: Thomas A. Terribile, Chief of Police
Jeffrey Hutchinson, Deputy Chief of Police
Lucy Krauchick, Clerk of the Board

Union Members: Fred Hill, Union President (late arrival)

Public: Michael Mikolay, Resident
George Underhill, Resident

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, June 18, 2014.

Commissioner Trotta spoke about coming in and out of Executive Session and a motion that had not been included in the "draft" of the meeting minutes. The Clerk of the Board was excused to retrieve the hand written notes from the prior meeting. Discussion followed. The motion was included in the hand written notes and inadvertently left out of the draft minutes. The Clerk of the Board will include the motion and amend the minutes to reflect the motion.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Ametrano, the Commission voted to approve the meeting minutes as amended under Traffic, Item 3.2. Hand Craft Fair, "there will be no changes in the traffic pattern" and under Executive Session a missing motion that was moved all in favor by the Commission after the return of Public Session, "Upon a motion by Commissioner Trotta, seconded by Commissioner Cole, the Commission voted that IA 2014-03 will be assigned to Attorney Jeffrey D'Onofrio based upon a complaint set forth by the Guilford Police Union" is added to the approved minutes.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta
Opposed: None
Abstained: None

Chairman Hedberg asked for motions to add items to the Agenda.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Cole, the Commission voted to approve an addition to the Agenda under 6. Old Business Item 6.1. Approval of the contract of the Deputy Chief of Police.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano
Opposed: None
Abstained: Commissioner Trotta

Motion: Upon a motion by Commissioner Ametrano, seconded by Commissioner Trotta, the Commission voted to approve two additions to the Agenda under Item 9. Executive Session adding 9.1. Review of the status of a pending MPP, inviting the Chief of Police and the Deputy Chief of Police and excusing the Clerk of the Board; and adding Item 9.2. Discussion for the purposes of reviewing the evaluation of the Chief of Police excusing the Chief of Police and Deputy Chief of Police.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta
Opposed: None
Abstained: None

2. Public Petition/Commentary

Chairman Hedberg addressed the members of the audience and offered them the floor. Both members of the audience thanked the Chairman but were present to hear the meeting not to speak.

3. Traffic.

3.1. VISTA-Bike ride request for permission.

Brief discussion regarding the request.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Ametrano, the Commission voted to approve the Vista Tour de Shore Cycle Event on Sunday, October 19, 2014 with a rain date scheduled for Sunday, October 26, 2014.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta
Opposed: None
Abstained: None

3.2. River Street/Broad Street-crosswalk (verbal).

The Deputy Chief of Police reviewed concerns of a resident regarding the River Street and Broad Street crosswalk and sightlines down towards J. J. Sullivan property on River Street specifically traffic safety and pedestrians. The Deputy Chief and Chief of Police went to see what the situation looked like in response to the traffic request. They researched accident history and found none. Discussion followed. Crosswalk signs were discussed and decided to be

inappropriate where requested. Deputy Chief Hutchinson spoke to the resident who was satisfied that the department looked into the matter.

Commissioner Trotta inquired about the previous meeting and the situation on Andrews Road. The Chief reported that he wrote a letter to Mr. Portley about the traffic concerns on Andrews Road. He reported the department is continuing to coordinate getting the speed dolly there as it is currently deployed on North Madison Road.

4. Committee Reports.

4.1. Facilities

4.1.1. Gas/Vehicle Report

The Chief reported on gas/vehicle. The Commission asked why the report was not included in the packets and the Deputy Chief responded that the report was kicked back due to an entry issue and to be fixed. The Chief offered a verbal report including discussion about the fleet and fleet mileage. The Chief reported two cars will be replaced this fiscal year and that one is for patrol and one is for administration.

4.2. Personnel

4.2.1. New Hire-Mr. Martone.

Chief Terribile reported on the status of the new hire, Officer Anthony Martone who is attending the police academy. The Chief forecasted that Officer Martone will be on the road towards the end of February or early March of 2015.

Chief Terribile reviewed a resignation which will be discussed under Item 4.2.2. He reported that, with this recent resignation, the department will be one patrol officer short. He said the department is currently in the South Central Criminal Justice Association process and expects test results to be received around the end of August or beginning of September.

Chief Terribile reported that department has secured two seats at the Academy in October for new hires.

Chief Terribile reviewed the continuing process of hiring a new Dispatcher. Applications are being reviewed and interviews will be set up soon.

Chief Terribile stated that the Assistant Municipal Animal Control Officer (MACO) will likely be leaving her position in November to pursue higher education. The Chief discussed the possibility of keeping the Assistant MACO employed part-time on weekends. The Chief stated she was approached with this idea and open to it but she cannot commit to part time work until she receives her school schedule.

4.2.2. Officer Olszewski-Resignation.

Chief Terribile reviewed the resignation of Officer Olszewski. Commissioner Carlson asked for communication from the Chairman at the time of a resignation in the future. It was agreed. The Chief reported that Officer Olszewski resigned to become a full time Fire Fighter. His official date of resignation is July 26, 2014 at the Police Department.

The Chief spoke about interviewing candidates from the previous group of candidates who were interviewed. It was agreed that the Commission would move forward with a new list to interview.

4.2.3. Correspondence from the Chief of Police-f.y.i.

The Chief stated the correspondence some correspondence received in the packets under this Item were informational.

4.2.4. Attendance Incentive.

Chief Terribile reviewed the attendance incentive awards with the Commission.

4.2.5. Fiscal 2015 Accruals.

Chief Terribile reviewed the report which is based on contracts. This report that is prepared by the Chief of Police who gives the report to the Finance Department for the end of year transfer of accruals.

4.2.6. Grievance 2014-06-Officer Hill.

Officer Hill was not in attendance at this time. The Deputy Chief of Police made a phone call. Officer Hill was on patrol and on a work call at this time. Discussion followed.

Motion: Upon a motion by Commissioner Trotta, seconded by Commissioner Cole, the Commission voted to approve to table Item 4.2.6. Grievance 2014-06-Officer Hill until Officer Hill was able to attend the meeting to discuss the grievance.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta

Opposed: None

Abstained: None

4.3. Communications.

4.3.1. Correspondence received to Officer Morrell thanking him for a school visit.

Commissioner Carlson discussed correspondence received to Officer Morrell from an entire third grade class thanking him for a visit to their school.

4.3.2. Correspondence received to Officer Gardner.

Commissioner Carlson read from a note received from Mrs. Myseler thanking Officer Gardner for a car seat installation.

4.4. Budget/Finance

4.4.1. Budget Report-Chief of Police.

The Chief of Police reviewed the end of year budget report for Fiscal 2014. He reviewed overtime and replacement with the Commission. Chief Terribile stated he continues to wait for the end of year budget report from the Finance Director who is working on adjusting the numbers. The delay is due to the retro checks when the contract was signed. Chief Terribile hopes to receive the report soon and expects that the department will be in the black for Fiscal 2014.

Chief Terribile discussed a recent staff meeting.

5. Monthly Reports.

Chief Terribile entertained questions. Brief discussion.

6. Old Business.

6.1. Approval of the contract of the Deputy Chief of Police.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Cole, the Commission voted to approve the contract of the Deputy Chief of Police as agreed this date July 16, 2014.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano

Opposed: None

Abstained: Abstained

7. New Business.

Commissioner Carlson asked about car burglaries on Horseshoe Road. Discussion followed. The Deputy Chief reported it appears to be a singular incident.

Commissioner Hedberg opened the floor to Commissioner Ametrano to say a few words as this is the last official meeting for him after nine years of service.

Commissioner Ametrano stated this was his last meeting and thanked the Town for the confidence in him and the opportunity. He thanked the Chief of Police and Deputy Chief of Police and said that the police department is the top in the state. He thanked the rank in file. He said in the nine years that he has served on the Commission he has never once been embarrassed to be a Chairman of the Commission or a Commissioner. The Commissioner thanked Lucy Krauchick for all her help over the years. He said he was fortunate to Chair the Board with four former Chairpersons and proud to be a member with this Commission. He said he has mixed emotions about leaving because this honor is rewarding but it is time to give up his seat. He thanked Chief Terribile and Deputy Chief Hutchinson again and everyone present at the meeting.

Commissioner Trotta took the floor. He said Commissioner Ametrano exemplified the conscience of Guilford. He said Commissioner Ametrano did the right thing, was honorable and he valued his opinions and thoughts. Commissioner Trotta said that Commissioner Ametrano

will be missed and the next person to sit in his seat will have big shoes to fill but the seat will be filled.

Commissioner Carlson took the floor stating it was a total pleasure to work with Commissioner Ametrano. She said in the ups and downs they always worked well together. She wished him well and said he did a great job as a member and he will be missed and the seat will be hard to fill.

Commissioner Cole took the floor stating he served with Commissioner Ametrano the longest. negotiations would not have been as easy without Commissioner Ametrano. He thanked Commissioner Ametrano.

Chairman Hedberg said he echoed all the Commissioners and he moved to the appointment of Chairman of the Commission with four former Chairpersons too. He told Commissioner Ametrano he was a mentor to him giving him guidance and advice. He said he appreciated Commissioner Ametrano, wished him the best and asked him to “stay in touch”.

Chairman Hedberg reported that the Commission will have a formal send off in the near future and asked Commissioner to come back to attend. Commissioner Ametrano agreed.

8. Police Personnel Comments.

None.

Motion: Motion made by Commissioner Cole, seconded by Commissioner Ametrano, the Commission voted to enter into Executive Session for the purposes of discussing Item 9.1. Review of current union charges, specifically a status update of the MPP, inviting the Chief of Police and the Deputy Chief of Police and excusing the Clerk of the Board and the audience; and Item 9.2. Discussion for the purposes of reviewing the evaluation of the Chief of Police excusing the Chief of Police and Deputy Chief of Police at 6:10 pm.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta

Opposed: None

Abstained: None

9. Executive Session.

9.1. Review status of pending MPP.

9.2. Review of evaluation of the Chief of Police.

The Clerk of the Board was asked to return to the room for the meeting at 6:45 pm. The Chief and Deputy Chief of Police were asked to return to the room for the meeting at 6:45 pm. The audience returned to the room.

Motion: Motion made by Commissioner Cole, seconded by Commissioner Ametrano, the Commission voted to come out of Executive Session and return to Public Session at 6:45 p.m. inviting back the Chief of Police, Deputy Chief of Police, Clerk of the Board and the audience.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta

Opposed: None

Abstained: None

During Executive Session, no action was taken and no motions were made.

Chairman Hedberg welcomed everyone returning to Public Session. He stated there was an outstanding item on the Agenda; the tabled grievance from earlier in the meeting. He said that Officer Hill was not available at the time because he was on a patrol call. Officer Hill is present and the Commission agreed to hear Item 4.2.6 Item Grievance 2014-06 at this time.

(as tabled earlier under Personnel on the Agenda)

4.2.6 Grievance 2014-06-Officer Hill

Officer Hill addressed the Commission and defended Grievance 2014-06. He discussed in length the circumstances that led to his filling of the Grievance. He spoke about a training class he attended on a Sunday, on his day off and on the day of his son's college graduation. Officer Hill stated he did not realize that his police certification was about to expire. He is asking for double time and a half and a personal day. He was paid time and a half for the training.

Commissioner Trotta asked several questions of Officer Hill who responded to all. Commissioner Hedberg asked the Chief of Police to explain to him the requirements of patrol recertification. The Chief of Police reviewed the procedure of patrol recertification.

Discussion regarding the Grievance continued. Officer Hill addressed the Commission and stated that if this Grievance was not awarded in his favor he would not be moving it forward to the next step.

The Deputy Chief of Police stated that the discussion was irrelevant because Officer Hill was not ordered in to attend training and there has been no evidence provided that he was ordered in.

Discussion took place about an Officer that attended the training with Officer Hill and that Officer was also paid time and a half.

Commissioner Trotta addressed Officer Hill asking if he actually saw his son walk for his graduation and Officer Hill responded he did but added that he missed the family celebration afterwards to attend the training and this was an important event in his family life.

It was discussed by the Commission and agreed that Grievance 2014-06 was about the Officer being ordered in or not ordered in and that was what the Commission would have to consider when taking action. Discussion followed.

Motion: Upon a motion by Commissioner Carlson, seconded by Commissioner Ametrano, the Commission voted to deny Grievance 2014-06.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta

Opposed: None

Abstained: None

Officer Hill asked if the Commission could go back to Police Comments and the Commission agreed. Officer Hill further asked if the Commission would go into Executive Session inviting him and excluding the Chief of Police and Deputy Chief of Police. The Commission replied no to the Executive Session request of Officer Hill.

Chairman Hedberg asked for a motion to adjourn the meeting.

Motion: Upon a motion by Commissioner Trotta, seconded by Commissioner Carlson, the Commission voted to adjourn the meeting at 7:05 pm.

In Favor: Chairman Hedberg, Commissioners Carlson, Cole, Ametrano, Trotta

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick
Clerk of the Board