

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

APPROVED

Present: Commissioners: Chairman Hedberg, Commissioner Carlson,  
Commissioner Trotta, Commissioner Mikolay,  
Commissioner Chello  
Department Members: Chief Terribile, Deputy Chief Hutchinson,  
Lucy Krauchick, Clerk of the Board  
Audience: Allyn Brown, Shellfish Commission

Call to order.

1. Approval of Meeting Minutes.

1.1. Meeting minutes of August 20, 2014 for approval.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Mikolay, to approve the meeting minutes of Wednesday, August 20, 2014 as presented.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

2. Public Petition/Commentary.

None.

Chairman Hedberg addressed the Commission requesting the addition of Agenda items.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Mikolay, to add to the meeting Agenda Item 4.2.7. Review complaint dated September 3, 2014.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to add to the meeting Agenda Item 4.2.8. Discussion for the purposes of identifying the protocol and procedures for the hiring of Chief of Police.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

3. Traffic.

3.1. Circle Beach-No Parking.

Chief Terribile and Commissioner Mikolay spoke on a parking issue on Circle Beach. Communication took place with Mr. Maynard, Parks and Recreation Director regarding the parking concern on Circle Beach. It was determined that Mr. Maynard will continue conversation with the State and will review possible resolutions with the Chief of Police.

3.2. Parks and Recreation Department Special Event. Request for closure of Park Street on October 26, 2014 during the event.

A brief discussion took place.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Mikolay, to grant the request for closure of Park Street during the Parks and Recreation Department Special Event scheduled for October 26, 2014.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

3.3. Stop Sign-Little Meadow Road and Nut Plains Road (as an FYI).

A discussion took place regarding a stop sign located at the intersection of Little Meadow Road and Nut Plains Road. The Chief reviewed a discussion he had with Mr. Portley, Town Engineer and the history of the stop sign. Commissioner Mikolay spoke about the crosswalk on Little Meadow Road. The Commission will look into who authorized that crosswalk which may be school bus related. It was discussed that there is a need for proper signage at the intersection of Little Meadow Road and Nut Plains Road and the Chief will keep the Commission informed.

3.4. Request for Candlelight Walk on Broad Street on December 5, 2014. Request for road closure during the event.

A brief discussion followed and it was agreed the date for the Candlelight Walk on Broad Street is December 5, 2014.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Chello, to approve the request for closure of Broad Street during the Candlelight Walk on December 5, 2014.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

The Chairman of the Commission asked to add an Agenda item under Traffic at this time.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Mikolay to add to the meeting Agenda under Traffic Item 3.5. Update of Boston Street and Union Street.

Chief Terribile reviewed the accident history on Boston Street and Union Street. He made recommendations to the Commission. Discussion followed regarding sight lines and changes

and/or additions to signage. The Chief reviewed the State recommendations at this intersection. He reported that upon review of accidents at this intersection, there is a safety problem. It was agreed there is a visual problem at this intersection.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Mikolay, to approve recommendations set forth to redirect stop signs curbside, restripe paint bar for sight line improvement at the intersection of Boston Street and Union Street.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

#### 4. Committee Reports

##### 4.1. Facilities

The Deputy Chief of Police reviewed the progress of the HVAC system with the Commission stating the project is moving forward.

##### 4.2. Personnel.

Chairman Hedberg addressed the Commission asking for a motion to move some of the personnel items to Executive Session. Discussion followed.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Mikolay, to move into Executive Session for the purposes of discussion regarding the retirement of a sergeant position assigned to the information systems duties for the department.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Mikolay. To move items under Personnel to Executive Session in this order; Item 4.2.1. IA 2014-03. Review, Item 4.2.7 Review complaint dated September 3, 2014 and Item 4.2.8. Discussion for the purposes of identifying protocols and procedures for hiring of Chief of Police.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

4.2.1 IA 2014-03. Review. As moved to Executive Session.

4.2.2. Sgt. Renchy and Det. Sgt. Bernier-Honorees of Shoreline Heroes Award.

The Deputy Chief of Police reviewed department award honorees Sgt. Renchy and Det. Sgt. Bernier. The Deputy Chief stated both candidates were deserving of the award. Deputy Chief Hutchinson stated the award focuses on recognition for dedicated work on child safety.

4.2.3. Updated Personnel Report.

Chief Terribile reviewed the updated Personnel Report.

4.2.4. Resignation of Kacey Buckley, Municipal Animal Control Officer (MACO).

Chief Terribile announced that Ms. Buckley, MACO officially resigned her position to pursue higher education. The Chief contacted Durham and Madison regarding consideration of regionalization but both Towns were not interested. The Chief has recommended that the Lieutenant prepare a workload analysis to decide if the MACO position warrants a full time position or a part time consideration. The Chief will report the result of the workload analysis to the Commission.

4.2.5. Retirement of Sgt. Henry Lindgren.

Chief Terribile reviewed correspondence from Sgt. Henry Lindgren who will be retiring on October 31, 2014. In consideration of earned time off, his last day work day is projected to be September 26, 2014.

4.2.5. IA 2014-01.

Chief Terribile reviewed IA 2014-01 with the Commission reporting this investigation involved a patrol officer who is no longer employed by the department and therefore the Chief recommended, due to the separation of employment, the internal investigation be withdrawn.

Motion: Motion made by Commissioner Carlson, seconded by Commission Trotta, to withdraw IA 2014-01 because the patrol officer under investigation is no longer employed by the department.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Discussion followed. The Chief stated the employee separated to work for the Fire Department.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to move into Executive Session for the purposes of discussion of the personnel matters inviting the Chief of Police and Deputy Chief of Police for discussion regarding the sergeant position only and excusing the Clerk of the Board.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

The Clerk of the Board left the room at 6:00 PM.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to move back into Regular Session at 7:15 p.m. inviting the Chief of Police, Deputy Chief of Police and

Clerk of the Board.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, reference to Item 4.2.1. IA-2014-03 based upon investigation performed declare as unfounded.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Commissioner Trotta stated corollary to that Item 4.2.1., the following motion will be made.

Motion: Motion made by Commissioner Trotta, seconded by Commissioner Carlson, to mandate command staff from Sergeants up the ranks of the department to sensitivity training with a vendor to be determined by the Commission and as recommended by Council.

Discussion followed.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Chairman Hedberg stated, for the record, that IA-2014-03 has been declared as "unfounded". The Chief of Police and the union's attorney will be sent a redacted copy of the investigators report.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, that regarding the content of the letter dated September 3, 2014, it appears that the Chief of Police was engaged in the scrutiny of the Department's daily performance and consequently the Commission declines to take up the complaint.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Commissioner Carlson reported that no motion had been made, no action was taken regarding protocols and procedures for future hiring.

#### 4.3. Communications.

##### 4.3.1. Communications from Commissioner Mikolay to Sgt. Renchy and Det. Bernier.

Commissioner Mikolay stated he congratulated the Sergeant's on receiving the awards.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Mikolay, to add on the meeting Agenda under Communications Item 4.3.2. Thank you note from Joseph Ametrano to the Commission.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

4.3.2. Thank you note from Joseph Ametrano to the Commission.

Commissioner Mikolay summarized a thank you note received from Joseph Ametrano thanking the Commission for the celebratory event upon his retirement as Police Commissioner.

4.4. Budget/Finance-Chief of Police.

Chief Terribile reviewed the budget report with the Commission and the transfer of monies from the Finance Department.

5. Monthly Reports

Monthly reports were reviewed including the Bias Analysis.

6. Old Business.

None.

7. New Business.

7.1. Allyn Brown-Request to speak on behalf of the Shellfish Commission.

The Chairman opened the floor to Mr. Brown. Mr. Brown gave an overview of why he was speaking in front of the Commission. The discussion was in regard to Vineyard Point Road, parking and clamming. Mr. Brown presented his information regarding the Shellfish Commission's request for parking on Vineyard Point Road and clamming rights. He passed out several visual materials to the Commission regarding Vineyard Point Road and the Association.

Discussion followed. As the Police Commission was not aware of what the discussion would entail at this meeting, it was agreed materials and prior documentation should be reviewed by the Commission. Discussion followed and it was agreed the matter should be tabled until the next regular meeting.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Chello, to accept the tabling of the request of the Shellfish Commission for clamming on Vineyard Point Road for the purposes of the Commission to investigate the request and revisit the discussion at the next regular meeting.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

7.2. Department Goals.

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Trotta, to accept the Department Goals as presented.

Vote: All in Favor: Chairman Hedberg, Commissioners Carlson, Trotta, Mikolay, Chello  
Opposed: None  
Abstained: None

Motion: Motion made by Commissioner Carlson, seconded by Commissioner Chello, to adjourn the meeting at 7:55 PM.

Meeting adjourned.

Respectfully submitted,

Lucy Krauchick  
Clerk of the Board