

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, August 19, 2015
5:30 PM
Police Headquarters

Present: Commissioners: Chairman Hedberg, Fred Trotta, Mike Mikolay, Paul Chello
Department Members: Chief Jeffrey Hutchinson, Deputy Chief Dunn, Lucy Krauchick, Clerk of the Board
Public: Joseph Nugent

Call to order.

Chairman Hedberg called the meeting to order at 5:32 PM.

Chairman Hedberg asked for a motion to add items to the Agenda.

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Mikolay, the Commission voted to add the following items to the Agenda under 3. Traffic; 3.5. Ride for Prosperity, 3.6. Brotherhood Ride, 3.7. Vineyard Point Road update, 3.8. Traffic Signal for your information (FYI).

All in favor: Hedberg, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

1. Approval of prior meeting minutes.

1.1. Approval of Police Commission meeting minutes of Wednesday, July 15, 2015.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Commission voted to approve the meeting minutes of Wednesday, July 15, 2015 as presented.

All in favor: Hedberg, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

1.2. Approval of Police Commission special meeting minutes of Tuesday, July 28, 2015.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Mikolay, the Commission voted to approve the special meeting minutes of Tuesday, July 28, 2015. as presented.

All in favor: Hedberg, Trotta, Mikolay, Chello

Opposed: None

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Abstained: None

2. Public Petition/Commentary.

Chairman Hedberg opened the discussion to Mr. Joseph Nugent, Resident of 423 New Whitfield Street.

Mr. Nugent provided a visual to the Board of Police Commissioners and stated he was present to discuss “a quality of life issue in Guilford”. The discussion was about people who walk dogs and litter the waste bags on Whitfield Street, the Town Green and the surrounding areas including Chittenden Park. Mr. Nugent recommended the installation of receptacles at Chittenden Park.

The Chief of Police responded that the Municipal Animal Control Officers will continue to check the areas for violations. The Chief will check the ordinance, increase public awareness using the new MACO Facebook page and will increase patrols. Chief Hutchinson recommended that Mr. Nugent contact the Parks and Recreation Director regarding many of the concerns which are related to that department. Chairman Hedberg agreed that Parks and Recreation should be contacted.

3. Traffic.

3.1. Citizens Day Parade.

Motion: Upon a motion by Commissioner Trotta, seconded by Commissioner Mikolay, the Commission voted to approve the Citizen’s Day Parade request scheduled for Saturday, September 19, 2015 beginning at 10:00 AM.

All in favor: Hedberg, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

3.2. Traffic sign request-Fair Street update.

The Chief said the “No parking here to corner” sign request went to Public Works.

3.3. Sunrise Association update.

Chief Hutchinson reviewed the results of the speed enforcement study on Horseshoe Road and Davis Drive. The study was conducted and data was collected. The results showed the speed limit was being upheld. The Chief was in contact with Mr. Walwer (of the Sunrise Association) after the study was conducted. The Commission recommended the Chief contact Mr. Walwer with possible options. It was agreed that the Chief will contact Mr. Walwer with options for the association to consider.

3.4. Clapboard Hill Road and Tanner Marsh Road intersection update.

Chief Hutchinson said the correspondence was informational.

3.5. Ride for Prosperity.

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Mikolay, the Commission voted to approve the fundraising motorcycle ride, the Ride for Prosperity, on Saturday, August 22, 2015.

*All in favor: Hedberg, Trotta, Mikolay, Chello
Opposed: None
Abstained: None*

3.6. Brotherhood Ride.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Commission voted to approve the cycling event for charity, The Brotherhood Ride, on Monday, September 14, 2015 and Tuesday, September 15, 2015.

*All in favor: Hedberg, Trotta, Mikolay, Chello
Opposed: None
Abstained: None*

3.7. Vineyard Point Road.

Commissioner Mikolay reported that Vineyard Point Road residents had no update and are continuing their work on researching the property line.

3.8. Traffic Signal Update.

Chief Hutchinson reported on the traffic study at the intersection of Route 22 and Route 1 being conducted by the State Department of Transportation. The Chief said the State Engineer is continuing his work regarding this intersection. Chief Hutchinson will continue contact with the State Engineer through the process.

4. Committee Reports.

4.1. Facilities.

4.1.1. Bid waiver for vehicle purchases.

Chief Hutchinson reviewed a spreadsheet of 2015 Vehicle Purchases and reviewed how the logistics worked for the department with a local vendor. He asked that the Commission consider the discussion and motion to approve a bid waiver.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Trotta, the Commission voted to approve the bid waiver for vehicle purchases.

All in favor: Hedberg, Trotta, Mikolay, Chello
Opposed: None
Abstained: None

4.2. Personnel.

4.2.1. Chief of Police memorandum-Attendance incentive awards.

Department members were listed who received incentive awards for taking no sick time last quarter.

4.2.2. Memorandum of understanding-Guilford Public Schools and Guilford Police Department.

Chief Hutchinson reviewed the memorandum of understanding for the School Resource Officer initiative with the Guilford Public Schools and the Guilford Police Department.

The Chief and the Superintendent of Schools reviewed the memorandum of understanding and presented it to the Board of Education. The Board of Education approved the partnership.

Commissioner Trotta agreed with the parameters set for the position. Commissioner Chello asked questions regarding the flexibility of the agreement. Discussion followed.

Motion: Upon a motion by Commissioner Trotta, and seconded by Commissioner Mikolay the Commission voted to approve the signing of the memorandum of understanding with the Board of Education and the Police Department for the School Resource Officer position with the consideration that this understanding will be reviewed and amended if necessary.

All in favor: Hedberg, Trotta, Mikolay, Chello
Opposed: None
Abstained: None

The Commission asked if an officer has been selected for the assignment. Chief Hutchinson responded that the process has been followed per the duty manual and announced that Officer Joanne Shove has been assigned the position of School Resource Officer.

4.2.3. Grievance withdrawn.

Chief Hutchinson reported Grievance 2014-18 was withdrawn.

4.2.4. Grievance update.

Chief Hutchinson reported that one grievance remains.

4.2.5. Employee of the Month (Officer Duro).

Chief Hutchinson reviewed the award with the Commission which was awarded to Officer Duro upon the recommendation of his Supervisors.

4.3. Communications.

4.3.1. Communication from Robert and Jeannette Toothaker.

Commissioner Mikolay reviewed correspondence thanking the department.

4.3.2. Communication from Gay Butler.

Commissioner Mikolay reviewed correspondence received thanking Officer Shove.

4.3.3. Communication from Alice Terribile.

Commissioner Mikolay reviewed correspondence received thanking Officer Shove and Officer Dillon.

4.4. Budget.

4.4.1. Budget Report.

Chief Hutchinson reviewed the end of year budget report with the Commission.

5. Monthly Reports.

The Chief entertained questions. The Commission requested specific reports be included in the monthly packets. It was agreed.

6. Old Business.

7. New Business.

Chief Hutchinson reported that Officer Dillon is expected to complete FTO September 17th or 18th.

8. Police Personnel Comments.

None.

9. Executive Session.

None.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Commission voted to adjourn the meeting at 6:28 PM.

All in favor: Hedberg, Trotta, Mikolay, Chello

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick
Clerk of the Board