

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, July 20, 2016
5:30 PM

APPROVED

Police Headquarters, Community Room

Present: Commissioners: Chairman Mikolay, Commissioners Carlson, Hedberg, Chello, Frey

Department Members: Chief Hutchinson, Deputy Chief Dunn,
Lucy Krauchick, Clerk of the Board

Public: Jody Damsky, JB Sports
Chris Brown, Madison Rotary
Kimberly Schmid, Shoreline Greenway Trail

Call to order.

Commissioner Mikolay called the meeting to order at 5:30 PM.

1. Approval of Board of Police Commissioners meeting minutes.

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, June 15, 2016.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to approve the meeting minutes of Wednesday, June 15, 2016 as presented.

All in favor: Mikolay, Carlson, Hedberg

Opposed: None

Abstained: Chello, Frey

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to approve an addition to the Agenda under Traffic Item 3.6. Guilford 5k and Half Marathon.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

Motion: Upon a motion by Commissioner Hedberg and seconded by Commissioner Carlson, the Commission voted to approve an addition to the Agenda under New Business Item 7.2. Committee Assignments.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to approve to move Agenda Item 7.1. Welcome Commissioner Frey, up the Agenda.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to approve to move Traffic Item 3.6. Guilford Half Marathon and 5k up the Agenda to accommodate the audience.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

7.1. Welcome Commissioner Frey

Chairman Mikolay welcomed the newly appointed Board of Police Commissioner Charles Frey. The Commissioner was presented a Board of Police Commissioners badge and a Police Commission identification card. Chief Hutchinson welcomed Commissioner Frey and looks forward to working with him.

3.6. Guilford Half Marathon and 5k.

The Board of Police Commissioners opened the floor to Ms. Jody Damsky. She presented the Police Commissioners with a packet and spoke about the Guilford Half Marathon and 5k which regularly takes place at Hammonasset State Park in Madison. The race must relocate this year due to the construction at the State Park.

The proposed road race would be held on Sunday, November 6, 2016 and begin at the Guilford Fairgrounds. Ms. Damsky works for JB Sports who is contracted by the Madison Rotary Club to run the road race.

Chief Hutchinson reviewed several concerns regarding the location of the road race, the forecasted number of runners, traffic and safety concerns and patrol staffing issues. The Board of Police Commissioners agreed with these concerns.

The Board of Police Commissioners communicated that there had been a request for a road race submitted a week prior to this request. That proposed race is on the same weekend. It was recommended by the Board of Police Commissioners that the Guilford Half Marathon and 5k organizers consider an alternate date. An alternate date of November 13, 2016 was requested. Chief Hutchinson offered his recommendation and discussion followed.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to table under Item 3.6. Guilford Half Marathon and 5k until Friday, July 29, 2016 at which time the Board of Police Commissioners will make a

decision on this matter.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey
Opposed: None
Abstained: None

2. Public Petition/Commentary.

None.

3. Traffic.

3.1. Guilford Fair Parade.

The Chief of Police recommended the Board of Police Commissioners approve the request.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve the Guilford Fair Parade which will be held on Saturday, September 17, 2016 at 10:00 AM.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey
Opposed: None
Abstained: None

3.2. Parking restrictions around the green (F.Y.I.).

Chief Hutchinson reviewed the parking changes around the green.

3.3. Update-Rockland Road

Chief Hutchinson reviewed the conversation of last month's meeting regarding the Regional Water Authority's request to gate the Guilford side of Rockland Road. The Chief reviewed feedback he received from Town Counsel. Discussion followed.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to approve the request of the Regional Water Authority to install at gate at the end of Rockland Road and continue with Town Counsel.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey
Opposed: None
Abstained: None

3.4. Update-Whitfield Street bike lane (tabled).

The Board of Police Commissioners opened the floor to Ms. Schmid. Discussion followed.

Chief Hutchinson reported on his conversation with Mr. Portley, Town Engineer. It was agreed that the Traffic Authority has jurisdiction regarding safety concerns and signage but does not have authority on road painting. Mr. Portley and the Shoreline Greenway Trail will continue to work together on this project.

3.5. APK Charity Road Race.

Chief Hutchinson reviewed the request for the APK Charity Road Race on Saturday, November 5, 2016. Discussion followed.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to approve the APK Charity Road Race on Saturday, November 5, 2016.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

Discussion followed in regard to the increased amount of requests for charity rides and races.

3.6. Guilford Half Marathon and 5k.

As previously approved to move up the Agenda and discussed.

4. Committee Reports.

4.1. Personnel.

4.1.1. Personnel Matter-May require Executive Session.

The Board of Police Commissioners agreed this matter would move to Executive Session.

4.2. Communications.

4.2.1. Communication received from Judith Shauck.

Correspondence received from Judith Shauck thanking Officer Thornton for helping her with a car problem.

4.2.2. Communication received (Confidential).

Thank you note received to the department.

4.2.3. Communication received from Joyce Hollenbeck.

Correspondence thanking the department and, in consideration of the recent events in the news, her appreciation for sworn officers.

4.2.4. Communication received from Weronika and Gerald Schwarz.

Correspondence received from Weronika and Gerald Schwarz for service within the community.

4.2.5. Communication received from Corie Dailey.

Correspondence received from Corie Dailey as a heartfelt thank you to sworn officers of the Department.

4.3. Budget/Finance.

4.3.1. Budget Report Fiscal 2016-Verbal.

Chief Hutchinson stated that the Finance Department has not completed the year end reports for Fiscal 2016. Chief Hutchinson reported that he expects the department give back of funds to the Town over \$200,000. He reviewed police and civilian salaries and line items within the budget.

Chief Hutchinson reported that there will be a purchase from the Fiscal 2016 budget for Ballistic Shields which is a defensive tool for patrol. Discussion followed. Commissioner Hedberg asked the Chief to speak about any other needs he foresees that could help the department.

Chief Hutchinson reviewed the consideration of purchasing a police dog for the department and the startup of the program. The Board of Police Commissioners agreed and stated that the Commissioners are all on board and support the purchase of a department police dog.

4.3.2. Budget Report Fiscal 2017-Verbal.

None.

4.4. Facilities/Equipment.

5. Monthly Reports.

Chief Hutchinson reviewed monthly reports with the Board of Police Commissioners.

6. Old Business.

6.1. Peddling and Soliciting.

Chief Hutchinson reported the Town has taken no action on an ordinance change for peddling and soliciting. The Chief will not be making any recommendations for changes in rules and regulations at this time.

7. New Business

7.1. Welcome Commissioner Frey.

As previously approved to move up the Agenda and discussed.

7.2. Committee Assignments.

The Board of Police Commissioners discussed and agreed to the following Board of Police Commissioners Committee Assignments:

Traffic: Commissioner Hedberg/Chairman Mikolay
Personnel: Commissioner Carlson/Commissioner Frey
Budget: Chairman Mikolay/Commissioner Carlson
Facilities: Commissioner Chello/Commissioner Frey

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to add to the Agenda under New Business Item 7.3. Inquiry about hiring.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

Commissioner Chello asked about the procedure for hiring patrol officers. Chief Hutchinson and Deputy Chief Dunn reviewed the process of hiring police officers for the department.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to move out of Public Session and into Executive Session inviting the Chief of Police and Deputy Chief of Police and excusing the Clerk of the Board at 6:55 PM.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None

Abstained: None

The Clerk of the Board left the room at 6:55 PM.

Respectfully submitted,

Lucy Krauchick

Lucy Krauchick
Clerk of the Board

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to move out of Executive Session and back into Public Session at 7:15 PM.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey

Opposed: None
Abstained: None

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

Motion: Upon a motion by Commission Carlson, and seconded by Commissioner Chello, the Commission voted to adjourn the meeting at 7:15 PM.

All in favor: Mikolay, Carlson, Hedberg, Chello, Frey
Opposed: None
Abstained: None

Typist of Executive Session: Lucy Krauchick, Clerk of the Board