

Town of Guilford  
Board of Police Commissioners  
Minutes  
Wednesday, April 19, 2017  
5:30 P.M.

APPROVED

Quonnipaug Room-N. B. Greene Community Center

Present: Commissioners: Chairman Mikolay  
Commissioner Carlson  
Commissioner Hedberg  
Commissioner Chello

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

Public: Bo Huhn, Resident  
Olivia Schielder, Atticus News

Call to order at 5:30 P.M.

**1. Approval of Board of Police Commissioners meeting minutes.**

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, March 15, 2017.

*Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted to approve the regular meeting minutes of Wednesday, March 15, 2017 as presented.*

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

Chairman Mikolay asked for a motion to add two Communication items to the Agenda.

*Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted to add to the Agenda Communication Items 4.2.4. Correspondence from First Selectman Mazza, and 4.2.5. Correspondence from Judie Fine.*

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

**2. Public Petition/Commentary.**

None.

### **3. Traffic.**

#### **3.1. Lifelix 5k Race for Recovery-May 13, 2017**

*Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve the Lifelix 5k Race for Recovery on May 13, 2017 as presented.*

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

*Opposed: None*

*Abstained: None*

Mr. Bo Huhn arrived. Commissioner Carlson welcomed him to the meeting and reported that the Lifelix Road Race had been approved. He thanked the Board of Police Commissioners and went on to thank the Chief of Police for his department's recent cooperation in an initiative to decrease alcohol and drug abuse.

#### **3.2. 12<sup>th</sup> Annual Run for the Veterans-April 23, 2017.**

*Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to approve the 12<sup>th</sup> Annual Run for the Veterans on April 23, 2017 as presented.*

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

*Opposed: None*

*Abstained: None*

#### **3.3. Wheeler Path Road-Request for signage.**

Chief Hutchinson reviewed the request with the Board of Police Commissioners. The Chief and Commissioner Hedberg made a recommendation.

*Motion: Upon a motion by Commissioner Hedberg, and seconded by Commission Chello, the Commission voted to approve the relocation of the dead end sign on Wheeler Path Road closer to Hoop Pole Road.*

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

*Opposed: None*

*Abstained: None*

#### **3.4. Traffic Update-Long Hill Road.**

Chief Hutchinson reviewed the issues, as previously raised by residents of Long Hill Farms, regarding the curve on Long Hill Road which is located south of Guilford High School and North of Flat Meadow Road. A completed traffic study was reviewed. Chief Hutchinson has been in contact with Mr. Portley, Town Engineer. It was discussed and agreed this concern is a design and engineering situation. Mr. Portley is

researching possible design changes. The residents of Long Hill Farms have been notified. In the meantime, the department will continue with radar and speed initiatives.

#### **4. Committee Reports.**

##### 4.1. Personnel.

##### 4.1.1. Personnel Update.

Chief Hutchinson reported on the hiring initiative. Lateral hiring was discussed. Discussion took place regarding patrol open positions. He reported that a recruit will be graduating from the academy this month and should be on the road in approximately ten weeks.

##### 4.1.2. Employee vacation time carry over request.

*Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to approve the request of Sergeant Jakober to carry over vacation time into fiscal year 2017/2018.*

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

*Opposed: None*

*Abstained: None*

##### 4.2. Communications.

##### 4.2.1. Thank you note referencing Officer Eannotti.

Chairman Mikolay acknowledged a thank you note referencing Officer Eannotti.

##### 4.2.2. Thank you note from the State of CT Department of Children and Families.

Chairman Mikolay acknowledged a thank you note from the Department of Children and Families for the service the department provided during a sensitive meeting.

##### 4.2.3. Chairman Mikolay-Response to a request for information.

Chairman Mikolay reported a resident was inquiring about the procedure to become a board member. Chairman Mikolay referred him to the First Selectman's Office.

##### 4.2.4. Communication from First Selectman Mazza.

Chairman Mikolay acknowledged a thank you letter received from the First Selectman to the department.

##### 4.2.5. Correspondence thanking the department from Judie Fine.

Chairman Mikolay acknowledged a thank you letter received to the department from Ms. Fine.

#### 4.3. Budget/Finance.

##### 4.3.1. Budget 2016/2017.

Chief Hutchinson reviewed the budget with the Board of Police Commissioners and reviewed several line items. He reported that the overall budget is in order.

Discussion took place regarding recruitment and suggestions were made by the Commission.

##### 4.3.2. Budget 2017/2018.

Chairman Mikolay reported that the town budget for fiscal year 2017/2018 was approved yesterday. Chief Hutchinson spoke about the upcoming fiscal year and made projections regarding the budget.

#### 4.4. Facilities/Equipment.

Chief Hutchinson spoke about the HVAC system and a repair that is necessary.

### 5. Monthly Reports.

A review of the monthly reports took place.

### 6. Old Business.

None.

### 7. New Business.

### 8. Police Comments.

None.

*Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to move into Executive Session for the purpose of a personnel update inviting the Chief of Police and Deputy Chief of Police and excusing the Clerk of the Board of 6:00 P.M.*

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

*Opposed: None*

*Abstained: None*

The members of the audience and the Clerk of the Board left the room at 6:00 P.M.

**9. Executive Session.**

*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 6:19 P.M.*

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

*Opposed: None*

*Abstained: None*

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

*Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Carlson, the Commission voted to adjourn the meeting at 6:20 P.M.*

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

*Opposed: None*

*Abstained: None*

The meeting adjourned at 6:20 P.M.

Respectfully submitted,

Lucy Krauchick  
Clerk of the Board