

Town of Guilford
Board of Police Commissioners
Minutes
Wednesday, August 16, 2017
5:30 P.M.
Community Room – Police Headquarters

Approved

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

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

Public: None

Call to order at 5:39 PM.

Chairman Mikolay opened the meeting and recommended additions to the Agenda.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Commission voted to add the following items to the Agenda as Traffic Item 3.5. Clapboard Hill and Tanner Marsh; Personnel Items 4.1.2. Commendation-Sergeant Massey, 4.1.3. Unit Citation and Employee Excellence Award-Officer Shove; Facilities and Equipment Item 4.4.1. FYI-Ford Interceptors 2013-2017 factory correspondence and under Old Business Item 6.4. Speed limit around the Green.

*All in favor: Mikolay, Frey, Chello
Opposed: None
Abstained: None*

1. Approval of Board of Police Commissioners meeting minutes.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Commission voted to table the approval of the meeting minutes until the arrival of Commissioner Carlson.

*All in favor: Mikolay, Frey, Chello
Opposed: None
Abstained: None*

1.1. Approval of the Board of Police Commissioners meeting minutes of Wednesday, July 19, 2017.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Frey, the Commission voted to approve the meeting minutes of Wednesday, July 19, 2017 as presented.

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

2. Public Petition/Commentary.

None.

3. Traffic.

3.1. The Cove Center for Grieving Children 5k Race, Memorial Walk and Fun Run request.

Chief Hutchinson reviewed the route for the road race because another race was approved for the same date. It was agreed the schedules and routes do not conflict.

Motion: Upon a motion made by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to approve the Cove Center for Grieving Children annual event Run for the Cove on Sunday, October 15, 2017 as presented.

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

3.2. Shoreline CROP Hunger Walk request.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to approve the Shoreline CROP Hunger Walk on Sunday, October 1, 2017 as presented.

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

3.3. Stride and Ride Relay.

Chief Hutchinson asked the Board of Police Commissioners to consider that he has made several attempts to contact the relay coordinator to establish if they have secured permission (through the Selectman's Office) to use the Town Green for this event. In consideration of the lack of communication, it was recommended that this item be tabled.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to table the Stride and Ride Relay request.

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

3.4. North Fair Street and Cherry Street.

Chief Hutchinson reviewed one-way signs on North Fair Street and Cherry Street. The Chief of Police, the Traffic Sub-Committee and the Town Engineer reviewed the intersection at North Fair Street and Cherry Street and recommended the removal of the one-way signs because they found them unnecessary and confusing for motorists.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to remove the one-way signs at the intersection on North Fair Street as recommended.

All in favor: Mikolay, Frey, Chello

Opposed: None

Abstained: None

3.5. Clapboard Hill and Tanner Marsh Roads.

Chief Hutchinson reviewed the correspondence received regarding the intersection of Clapboard Hill Road and Tanner Marsh Road. He spoke about the history of the Board of Police Commissioners and the Police Department regarding this intersection, which has been contemplated before. He reviewed the recommendation of the Town Engineer and the three-way stop. Discussion took place.

The Board of Police Commissioners, in consideration of the recommendation of the Town Engineer, agreed to take no action on the request regarding the intersection of Clapboard Hill Road and Tanner Marsh Road. Chief Hutchinson will contact the residents in regard to the discussion.

4. **Committee Reports.**

4.1. Personnel.

4.1.1. I.A. 2017-02. May require Executive Session.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted to move Personnel Item 4.1.1. I.A. 2017-02 to Executive Session, which will follow the order of the Agenda.

All in favor: Mikolay, Carlson, Frey, Chello

Opposed: None

Abstained: None

4.1.2. Sergeant Christopher Massey-Commendation.

Sergeant Christopher Massey received a department Commendation for his outstanding work on the reaccreditation process for CALEA as the department's Accreditation Manager.

The Board of Police Commissioners thanked Sergeant Massey for his commitment to excellence and his work.

4.1.3. Unit Citation and Employee Excellence Award-Officer Joanne Shove.

Officer Joanne Shove received a department Unit Citation for being an integral part of the CALEA reaccreditation process. The Board of Police Commissioners recognized her work.

Commissioner Mikolay, on behalf of the entire Board of Police Commissioners, congratulated Officer Shove on receiving the Employee Excellence Award for her work on her assignment as the School Resource Officer.

4.2. Communications.

4.2.1. CALEA reaccreditation correspondence.

Chairman Mikolay, on behalf of the entire Board of Police Commissioners, recognized the Guilford Police Department for the CALEA reaccreditation.

4.2.2. Correspondence from Janice and Keith Feldmann and Judith Lee House.

Chairman Mikolay summarized correspondence from the Feldmann's and Ms. House and expressed the Board of Police Commissioners' appreciation.

4.2.3. Communication from the North Branford Police Department.

Chairman Mikolay read from correspondence received from the North Branford Police Department thanking Deputy Chief Hyatt for his participation on an oral board process for a sergeant promotion.

4.3. Budget/Finance.

4.3.1. Budget 2017/2018.

Chief Hutchinson reviewed the report process for the budget. Discussion took place. Reports will be included in the Commission packets monthly as agreed.

4.4. Facilities/Equipment.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Frey, the Commission voted to add to the Agenda under Facilities and Equipment Item 4.4.2 TRANE service contract and to add to New Business Item 7.1. Dennis Dostert public access television.

All in favor: Mikolay, Carlson, Frey, Chello

Opposed: None

Abstained: None

4.4.1. FYI-For Interceptors 2013-2017 correspondence received from FORD motor company.

Chief Hutchinson reviewed the correspondence received from Ford to the department Referencing carbon monoxide issues with some of the Ford Interceptors from 2013-2017. Discussion took place regarding Ford's perspective on the vehicles.

Chief Hutchinson stated that the department takes these matters seriously. Deputy Chief Hyatt has obtained feedback from Connecticut State Police Manager on how they are addressing the issue. The Chief has assigned Deputy Chief Hyatt to follow up with Ford, the State Police and the Fleet Manager. The department is continuing to stay up to date with the scheduled inspections of the vehicles and Ford is handling the repairs on any faulty vehicles.

4.4.2. TRANE-Service Contract.

Chief Hutchinson reviewed the TRANE service contract and the budget and expense were discussed. It was agreed that the service contract is necessary. The Chief will include the \$1218.00 annual expense in the budget.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Commission agreed to accept the annual service contract for the HVAC system at Headquarters as presented for \$1218.00 annually.

All in favor: Mikolay, Carlson, Frey, Chello

Opposed: None

Abstained: None

5. Monthly Reports.

The reports remain in order.

6. Old Business.

6.1. Schoolside Lane (no documents).

Chief Hutchinson, Commissioner Hedberg and Mr. Portley went to Schoolside Lane to review the concerns of the neighbors. Chief Hutchinson reported on the addition of a new speed limit sign. The radar systems have been received and initiated and the initial date reports are being studied.

6.2. North Guilford Traffic signs.

Chief Hutchinson updated the Board of Police Commissioners regarding the North Guilford traffic signs. A review of the signs took place.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Carlson, the Commission voted to execute the removal of North Guilford signage as consulted with the Chief of Police, the Board of Police Commissioners Traffic Sub-Committee, and the Town Engineer.

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

6.3. CT DOT Pedestrian Crosswalk project.

The Chief of Police reported that the project is moving along with the participation of the Town.

6.4. Speed limit signs around the Town Green.

Discussion took place regarding action taken at the previous Board of Police Commissioners meeting regarding speed reduction around the Town Green.

It was agreed that the State of Connecticut had previously performed an in depth review of the roadways around the Town Green and reestablished new signage. Discussion took place.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Chello, the Commission voted that upon consulting with the State of Connecticut and in consideration of the recent assessment performed by the State of Connecticut on the roads around the Town Green that the Commission will support the 25 mph speed limit and there will be no changes made in the speed limit.

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

7. New Business.

7.1. Dennis Dostert-Public Access Television.

Chairman Mikolay explained that Mr. Dostert asked the Board of Police Commissioners to attend a taping on public access television for the purpose of an open discussion regarding the North Guilford signs. Chairman Mikolay agreed and invited the members of the Commission to attend. Discussion followed.

8. Police Comments.

None.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to move out of Public Session and into Executive Session at 6:15 PM inviting the Chief of Police, Deputy Chief of Police and excusing the Clerk of the Board.

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

9. Executive Session

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Carlson, the Commission voted to move out of Executive Session and back into Public Session at 6:29 PM.

All in favor: Mikolay, Carlson, Frey, Chello

Opposed: None

Abstained: None

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

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Carlson, the Commission voted to adjourn the meeting at 6:30 PM.

Meeting adjourned at 6:30 PM.

Respectfully submitted,

Lucy Krauchick
Clerk of the Board