

Town of Guilford
Board of Police Commissioners
Minutes

APPROVED

Wednesday, May 16, 2018

5:30 P.M.

Community Room – Police Headquarters

Present:

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

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

Public: Attorney Kennedy (arrival at 5:41 P.M.)

Chairman Mikolay called the meeting to order at 5:30 P.M.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Hedberg, the Commission voted to add to the Agenda under Facilities Item 4.1.2. Janitorial Bid.

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

Opposed: None

Abstained: None

1. Approval of Board of Police Commissioners meeting minutes.

1.1. Approval of the Board of Police Commissioners meeting minutes of April 11, 2018

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to approve the meeting minutes of Wednesday, April 11, 2018 as presented.

All in favor: Mikolay, Carlson, Chello, Frey

Opposed: None

Abstained: Hedberg

1.2. Approval of the Board of Police Commissioners special meeting minutes of April 26, 2018.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted to approve the special meeting minutes of Thursday, April 26, 2018 as presented.

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

2. Public Petition/Commentary.

None.

3. Traffic.

3.1. Signage/Enforcement

3.1.1. 2018T4-Maplecrest Drive.

Chief Hutchinson reviewed correspondence received regarding the traffic issue regarding Maplecrest Dr.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commissioner Hedberg, the Commission voted to table Item 3.1.1. 2018T4-Maplecrest Drive for the purposes of conducting additional research regarding the traffic request.

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

3.1.2. 2018T4-Guilford Village West.

Chief Hutchinson reported on the request to extend the permit for Guilford Village West by the developer of the project. This development is next to the police range. Communication has been made with the developer regarding the police range.

Motion: Upon a motion by Commissioner Carlson, and seconded by Commission Frey, the Commission agreed that they would support an extension of the existing permit and that Chief Hutchinson will notify the State DOT on this decision.

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

3.2. Runs/Rides

3.2.1. 2018R7-Closer to Free Ride.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Commission voted to approve the Closer to Free road ride on Saturday, September 8, 2018 as requested.

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

4. Committee Reports.

4.1. Facilities/Equipment

4.1.1. Verbal Update.

Chief Hutchinson reported that the new pump has been installed in the boiler room. The vendor continues to work on the HVAC system air conditioning.

4.1.2. Janitorial Bid.

A review of the janitorial bid for cleaning services at Headquarters was discussed.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Frey, the Commission voted to recommend the Performance Environmental Cleaning Services bid to the Board of Selectman for approval.

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

4.2. Personnel

4.2.1. Personnel Update.

Chief Hutchinson provided an update on personnel and his projections for the upcoming recruitment process. The Chief reported recruitment will include the traditional and lateral hiring process.

4.2.2. Officer Shove-Branford Exchange Club Award.

The Commissioners congratulated Officer Shove on being the recipient of the prestigious Branford Exchange Club Award.

4.2.3. Recognition for Commendable Service-Patrol Shift A.

The Commissioners acknowledged Patrol Shift A for their excellence and congratulated the shift on the prestigious Unit Citation Award. The Unit Citation was awarded to Sgt. O'Brien, Off. Martone, Off. Dillon and Off. McCain.

4.3. Communications

4.3.1. . Communication thanking Officer Martone.

Chairman Mikolay read from communication received acknowledging and thanking Officer Martone.

4.3.2. Communication thanking Officer Bartlett.

Chairman Mikolay read from communication received acknowledging and thanking Officer Bartlett.

4.4. Budget/Finance.

4.4.1. 2017/2018 Budget.

Chief Hutchinson reviewed budget line items with the Board of Police Commissioners. He reviewed replacement, overtime and police salaries. Chief Hutchinson reviewed the scope of overtime and replacement. The overall budget remains in line.

5. Monthly Reports.

Chief Hutchinson reviewed the monthly reports.

6. Old Business.

None.

7. New Business

6.1. Discuss pending legal matters. May require Executive Session.

Chairman Mikolay and the Commissioners agreed this item would be heard in Executive Session.

8. Police Comments.

None.

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 excusing the Chief of Police and the Clerk of the Board and inviting Attorney Kennedy at 5:45 P.M for the purposes of discussion of pending legal matters.

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

Opposed: None

Abstained: None

Respectfully submitted,

*Lucy Krauchick
Clerk of the Board*

The Chief of Police and Clerk of the Board left the room at 5:45 P.M.

9. Executive Session.

Motion: Upon a motion by Commissioner Hedberg, and seconded by Commissioner Chello, the Commission voted to move out of Executive Session and into Public Session at 6:35 P.M.

All in favor: Mikolay, Hedberg, Chello

Opposed: None

Abstained: None

No votes were taken in Executive Session.

Note: During Executive Session Commissioner Carlson and Commissioner Frey were excused to leave the meeting at 6:05 PM.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Hedberg, the Commission voted to adjourn the regular meeting at 6:36 P.M.

All in favor: Mikolay, Hedberg, Chello

Opposed: None

Abstained: None

Executive Session submitted by Michael J. Mikolay, Chairman of the Board of Police Commissioners
Typist of Executive Session, Lucy Krauchick, Clerk of the Board