

**Board of Police Commissioners
Meeting Minutes
Wednesday, January 15, 2020
5:30 P.M. at Police Headquarters**

Present: Board Members: Robert Welsh, Michael Mikolay, Charles Frey,
Paul Chello, Carrie Federici
Department Members: Chief Jeffrey Hutchinson,
Deputy Chief Warren Hyatt, Lucy Krauchick, Clerk of
the Board

Call to order.

Chairman Welsh called the meeting to order at 5:30 p.m.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to add to the Agenda under Facilities/Equipment item 4.1.4. Purchase of Police Canine.

*In Favor: Welsh, Mikolay, Frey, Chello, Federici
Opposed: None
Abstained: None*

1. Approval of prior meeting minutes

1.1 Approval of the regular meeting minutes of the Board of Police Commissioners of December 18, 2019.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to accept the minutes of the December 18, 2019 meeting as amended adding "and upfit the canine cruiser" to the last paragraph of Public Petition and Commentary.

*In Favor: Welsh, Mikolay, Frey, Chello, Federici
Opposed: None
Abstained: None*

2. Public Petition/Commentary

None.

3. Traffic

3.1. Signage/Traffic Enforcement

Chief Hutchinson updated the Board of Police Commissioners on Broad Street and Whitfield Street crosswalks. He reviewed suggestions that were made by the

Town Engineer.

Discussion took place and no action was taken as this project continues.

3.2. Runs/Rides

3.2.1. 2020R2-Song Strong Road Race.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Board of Police Commissioners voted to approve the annual Song Strong Road Race on Saturday, June 6, 2020 as presented.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

4. Committee Reports

4.1 Facilities/Equipment

4.1.1. Purchase of new patrol vehicles.

Chief Hutchinson discussed the purchase of two new patrol vehicles. The vendor Gengras Ford came in less than the state bid for the two vehicles. Discussion took place and a recommendation was made to purchase the vehicles from Gengras Ford and to waive the state bid.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Board of Police Commissioners voted to approve the purchase of two new vehicles for the department from Gengras Ford as presented and to waive the state bid.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

4.1.2. Upfit of patrol vehicles.

Chief Hutchinson discussed patrol vehicle upfit. Discussion took place.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Board of Police Commissioners voted to approve the upfit of the two new patrol vehicles through Soli's Garage not to exceed \$31,000.00.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

4.1.3. Purchase of patrol vehicle in-car recorders.

Chief Hutchinson reviewed the purchase of in-car recorders for the two new patrol vehicles. Discussion took place.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Chello, the Board of Police Commissioners voted to approve the purchase of in-car recorders for the two patrol vehicles as presented.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

4.1.4. Purchase of Police Canine.

Chief Hutchinson reported that there has been an overwhelming response from patrol for the position of police canine handler. The training class begins in March. Discussion took place. It was agreed the interviews will take place soon. Chief Hutchinson asked for consideration to purchase the police canine. Discussion took place and recommendations were made.

Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Frey, the Board of Police Commissioners voted to approve the purchase of a police canine for the department using the vendor CT K9 Services as presented.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

4.2 Personnel

4.2.1. Looney Dook Plunge for Special Olympics-Lt. Bernier and Det. Morrell.

Chief Hutchinson reported on the Looney Dook Plunge for Special Olympics, which took place in December. He acknowledged it was an overwhelming success. Lt. Timothy Bernier and Det. Daniel Morrell were recognized for their efforts in organizing the event.

4.2.2. Service Awards-Off. O'Connor and Off. Dillon.

Chairman Welsh congratulated Off. Mark O'Connor for his 20 years of service to the department and the Town of Guilford. Chairman Welsh congratulated Off. Jared Dillon for his 5 years of service to the department and the Town of Guilford.

Chief Hutchinson stated that he nominated Lucy Krauchick, Executive Assistant to receive an

award from the Town of Guilford for organizing a successful Holiday Toy Drive. This inter-agency effort has helped many families within the Town of Guilford.

4.3 Communications

4.3.1 Correspondence from Chief Hutchinson to the Burrow Family.

Chairman Welsh recognized correspondence the Chief sent to the Burrow Family in appreciation of food sent to the entire department during the Holiday Season.

4.3.2 Thank you note from the Director of Social Services, Tammy DeFrancesco.

Communication was received to Chief Hutchinson thanking him for allowing the use of the Community Room which was transformed into a holiday pick up center for Guilford residents who received the donated toys from the Holiday Toy Drive effort. She thanked Lucy Krauchick for organizing the distribution of the toys for Social Services.

4.3.3 Correspondence from Chief Hutchinson to the Pan Family.

Chairman Welsh recognized correspondence sent from Chief Hutchinson to the Pan Family for their thoughtfulness.

4.3.4 Correspondence from the Department to Mr. Lawrence and Mrs. Margaret Cohen.

Chairman Welsh read from correspondence sent to Mr. and Mrs. Cohen from the Guilford Police Department and the Board of Police Commissioners with gratitude for their very generous donation.

4.3.5 Memorandum to Sgt. Massey and referencing Off. Gingras.

Chairman Welsh read from a memorandum sent to Sgt. Massey about a gift card for refreshments that was given to Off. Gingras. This card was shared with their shift.

4.4 Budget/Finance

4.4.1 Budget Report FY 2019/2020.

Chief Hutchinson reported there is a surplus in the replacement line. He reviewed replacement overtime. The Chief is encouraged by this trend which, at this time, remains lower than projected.

4.4.2 Budget Report FY 2020/2021.

Chief Hutchinson will present the Fiscal Year 2020/2021 budget to the Board of Selectmen and Finance next Wednesday, January 22, 2020. Discussion took place.

5. Monthly Reports

The Monthly Reports were reviewed. Discussion took place.

6. Old Business

None.

7. New Business

Chief Hutchinson and Deputy Chief Hyatt recently attended an initial meeting for police contract negotiations. Discussion took place. Chief Hutchinson offered a brief review of the negotiation process with the Board of Police Commissioners. Chief Hutchinson reported that the Union has selected a negotiating team.

8. Police Personnel Comments

None.

9. Executive Session

None.

Motion: Upon a motion by Commissioner Federici, and seconded by Commissioner Mikolay, the Board of Police Commissioners voted to approve to adjourn the meeting at 6:06 PM.

In Favor: Welsh, Mikolay, Frey, Chello, Federici

Opposed: None

Abstained: None

Respectfully submitted,

Lucy Krauchick, Clerk of the Board of Police Commissioners