

**Board of Police Commissioners  
Meeting Minutes  
Wednesday, December 16, 2020  
5:30 P.M.– Zoom Video Conference**

Present: Board Members: Robert Welsh, Michael Mikolay, Paul Chello  
Carrie Federici, Edward Huguenel  
Department Members: Chief Warren Hyatt Jr.  
Deputy Chief Massey  
Lucy Krauchick, Clerk of the Board

**Call to order.**

Commissioner Welsh called the meeting to order at 5:34 PM.

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to add under Traffic item 3.1.4 Safe Streets Task Force Update.*

*In Favor: Welsh, Mikolay, Chello, Federici, Huguenel*

*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 November 18, 2020.**

*Motion: Upon a motion by Commissioner Federici, and seconded by Commissioner Huguenel, the Board of Police Commissioners voted to accept the minutes of the regular meeting on November 18, 2020 as presented.*

*In Favor: Welsh, Mikolay, Chello, Federici, Huguenel*

*Opposed: None*

*Abstained: None*

**2. Public Petition/Commentary**

None.

**3. Traffic**

**Signage/Enforcement**

**3.1 Andrews Road-signage request**

Chief Hyatt reviewed the signage request the department received regarding Andrews Road. Deputy Chief Massey shared photos of the area. Commissioner Huguene also went to the location and offered his observations. Discussion on the speed limit took place. Commissioner Mikolay stated that education of the neighbors on the speed limit could benefit the residents. Recommendations were made regarding the addition of a no outlet sign on Andrews Road.

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to add a no outlet sign on Andrews Road.*

*In Favor: Welsh, Mikolay, Chello, Federici, Huguene*

*Opposed: None*

*Abstained: None*

### 3.1 Trolley Road

Chief Hyatt reviewed correspondence received from a resident on Trolley Road and parking concerns. Visuals were provided by Commissioner Mikolay. Discussion took place regarding the topography of the road, the beach area and the state boat launch. DEP is in charge of the clamming licenses and it was agreed the area is busy during clamming season.

The beach on Trolley Road has a town section and a private section. Commissioner Mikolay provided visuals. Recommendations were made regarding signage and speed limit. It was agreed that consideration of some of the recommendations require more research. The Chief will contact the Town Engineer for her input on the speed limits on Trolley Road.

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello, the Board of Police Commissioners voted to add a no parking sign at the southside of Trolley Road by the end of the boat launch.*

*In Favor: Welsh, Mikolay, Chello, Federici, Huguene*

*Opposed: None*

*Abstained: None*

### 3.1.3 View Place-Flat Iron Road-Edge Hill Road-Follow up

Chief Hyatt reported that the approved signs have been installed at the intersection of View Place. Commissioner Mikolay provided visuals of the intersections of View Place, Flat Iron Road and Edge Hill Road.

Chief Hyatt reviewed communication that the department received asking to move a do not enter sign. Discussion took place and Commissioner Mikolay offered visuals of the intersection of Flat Iron Road and Williams Road. Chief

Discussion took place. Chief Hyatt will contact the resident.

Chief Hyatt reviewed signage that was installed by Public Works on Edge Hill Road that may need to be improved.

#### 3.1.4 Safe Streets Task Force-Update

Commissioner Huguenel offered detailed information regarding a recent Safe Streets Task Force meeting. It was reported that the Board of Police Commissioners Traffic Authority has had good representation at meetings and communication with the Task Force. He reviewed the goal of the Task Force and their holistic effort in improving transportation within the town. Discussion took place on the pilot project. Chairman Welsh discussed Police Department reports that were provided to the Task Force. Commissioner Mikolay reported that he was able to address the reports at the recent meeting and review department updates. Commissioner Mikolay reported that input from the Safe Streets Task Force has been excellent and they are working on creative solutions for the improvement of transportation.

#### **Runs/Rides**

None.

### **4. Committee Reports**

#### **4.1 Facilities/Equipment**

Chief Hyatt spoke about the consideration for a multi-use carport for the emergency services complex. The Police Department and Fire Department are working together on the project.

#### **4.2 Personnel**

##### 4.2.1 Certificate of Appreciation-Officer McPhillips

Officer McPhillips was acknowledged for receiving the prestigious Certificate of Appreciation from the Center for Domestic Violence Services.

##### 4.2.2 Letter of Resignation-Officer Torre

Chairman Welsh announced that Officer Torre resigned December 14, 2020.

#### **4.3 Communications**

##### 4.3.1 Communication received from Middlesex County Blue Star Mothers CT3

Chairman Welsh acknowledged communication from Blue Star Mothers who donated several cases of Girl Scout Cookies to the Police Department.

- 4.3.2 Correspondence received from the Town of Wilton in appreciation of Lieutenant Bernier serving on an oral board.

Chairman Welsh acknowledged correspondence received from Chief Lynch of Wilton thanking Lieutenant Bernier for serving on a recent oral board.

- 4.3.3 Correspondence received from South Central Criminal Justice Administration in appreciation of Detective Morrell serving as a panelist.

Chairman Welsh acknowledged correspondence received from Dr. Charles Sherwood thanking Detective Morrell for serving as a panelist.

- 4.3.4 Correspondence received from Chief Jack Dunn, on behalf of the Chief and his family, in appreciation of the Board of Police Commissioners and Administrative Staff of the Police Department.

Chairman Welsh acknowledged the thank you note from Chief Dunn.

- 4.3.5 Correspondence received to Deputy Chief Massey, Sergeant Casey, Sergeant O'Brien and Officer Mastriano in appreciation from Ms. Kelly.

Chairman Welsh acknowledged a heartfelt thank you from Ms. Kelly to the above-named uniformed personnel.

#### **4.4 Budget/Finance**

- 4.4.1 Fiscal Year 2020/2021 Budget (verbal)

Chief Hyatt reported on the 2020/2021 budget. The budget remains on target. He reviewed the training budget. Discussion took place on the COVID-19 line item and FEMA.

A review of the 2021/2022 budget took place. Line items were reviewed and modifications have been submitted. Discussion took place regarding projected operating expenses, office supplies and medical. Commissioner Huguenaud asked about medical expenses and the Chief offered a detailed review on hiring expenses and upcoming state mandated medical expenses. Commissioner Mikolay stated that the proposed budget is most responsible with a very slight increase. Commissioner Mikolay commended the budget presentation.

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Chello,*

*the Board of Police Commissioners voted to accept the proposed 2021/2022 budget as presented and to move the 2021/2022 budget forward to the Board of Selectmen for approval.*

**5. Monthly Reports**

Monthly Reports were reviewed. Chief Hyatt reviewed the gas and mileage report and reported on the contracted cost per gallon.

State pistol permits were discussed.

**6. Old Business**

None.

**7. New Business**

Chairman Welsh asked about a recent meeting with the department and the Cosgrove Animal Shelter. The Cosgrove Animal Shelter of Branford is planning upcoming renovations. During their six-month renovation process, the Cosgrove Animal Shelter is looking to share a space at the Guilford Animal Control building. A meeting took place at the Animal Control Building at Headquarters with both departments. The First Selectman of Guilford and the First Selectman of Branford remain in discussion.

**8. Police Personnel Comments**

None.

**9. Executive Session**

None.

*Motion: Upon a motion by Commissioner Chello, and seconded by Commissioner Huguenel, the Board of Police Commissioners voted to move out of Public Session and into Executive Session for the purposes of discussion of personnel issues and inviting the Chief of Police and the Deputy Chief of Police and excusing the Clerk of the Board at 6:45 PM.*

*In Favor: Welsh, Mikolay, Chello Federici, Huguenel*

*Opposed: None*

*Abstained: None*

Respectfully submitted,

Lucy Krauchick, Clerk of the Board of Police Commissioners

The Board of Police Commissioners came out of Executive Session at 7:27 PM.

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

*Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Federici, the Board of Police Commissioners voted to adjourn the meeting at 7:29 PM.*

Executive Session submitted by: Chief Hyatt

*Lucy Krauchick, Typist of Executive Session*