

**Police Transition Committee**  
**January 18, 2023, Meeting Minutes**

Minutes of 01/18/23 meeting called to order at 1800 hours

In attendance Robert Yuchniuk, Lenny Bunnell, Ryan Spring, Mike Butterworth

Opened with Pledge of allegiance

**Old Business**

**1. Approval of minutes from previous meeting on 01/04/23.**

- Bunnell motions to approve minutes, Butterworth 2nds motion, all in favor 4-0-0

**2. Update on completed Task List**

- Yuchniuk reports Mayor McDaniel is confirmed to be in attendance and will speak, The date and time which is Montville High School Saturday 07/01/23 at 1300 hours is confirmed, Town clerk confirmed to be there, LT Radford confirmed to MC event, ELPD Chief Finkelstein confirmed as speaker

**3. Program layout update**

- Williams not in attendance for this meeting but provided samples of program. Thoughts to add MPD officers' names on back of program, Add Chiefs name to the front, Make the patch in color of front of program, Add date to top of front of program and adjust wording of front possibly to include "Town of Montville transition to an independent police department and swearing in of Chief "sample"

**4. Catering update**

- Butterworth to continue follow ups on possible caterers, Radford or Spring to contact San Juan who is owner of Recovery Room in New London for estimate.

**5. Budget review for ceremony**

- Budget of \$5k is approved.

**6. Pipes and Drums status**

- Butterworth reports NLFD pipes and drums are committed to the ceremony. Butterworth motions for a \$250 donation to the NLFD pipes and drums, Bunnell 2nds, all in favor 4-0-0

**7. Fire Department update**

- Butterworth reports the town Fire Department is confirmed for the ceremony. FD will move to completed list.

**8. Honor Guard updates**

- Bunnell reports Ledyard, Norwich and CSP have all given a yes for their honor guards to participate. Will follow up with East Lyme PD, Waterford and Mohegan tribal PD. Will email to get commitment in writing if possible.

**9. Dignitary invitations update**

- Bunnell reached out to Chiefs association and is waiting to hear back for the list of chiefs. Will work on retiree/former employee list

**10. Guest speaker update**

- Guest speakers Mayor McDaniel, Chief Mike Finkelstein, Chief John Rich and CSP Mike Tewell all have confirmed that they will be in attendance and speak.

**11. Update on choir**

- Yuchniuk confirms choir to sing national anthem, will follow up with MHS director

**12. Chaplain program**

- Lt. Radford provided information that the Waterford Chaplain program will be in attendance for the ceremony.

**13. Police coverage for the town during ceremony**

- LT. Radford reported that CSP will cover the town for day shift hours.

**14. Photographer**

- Butterworth reports Ashley Turner will be the Photographer and at the moment there is no cost.

**15. Thank You Letters**

- Will check with new “consultant” on if letters could be on his/her behalf

**16. Retired Officer Lapel pins**

- Yuchniuk waiting for price estimate for lapel pins and artwork.

**New Business**

**17. Printed invitations**

- Add to invitation sample an RSVP to LT Radford

**18. Cake/Baker**

- Butterworth to look into contacts for a ceremony cake

**19. Videographer**

- Yuchniuk to check with MHS director to see if they can provide a videographer

**20. Large thin blue line flag**

- Bunnell to look into thin blue line flag, one was found to be a 12x20 for \$479

**21. New Class A uniforms**

- Spring and Radford will continue to look into new Class A's.

**22. Next meeting date and time**

- Next meeting to be Wednesday 02/01/23 at 1800 at Town Hall.

Yuchniuk makes motion to adjourn meeting at 1900 hours. Bunnell 2nds, all are in favor, 4-0-0

Recording Secretary  
Ryan Spring