

Police Transition Committee

Minutes of 04/18/23

Meeting called to order at 1801 hours, location Montville Town Hall, Room 102

In Attendance: Robert Yuchniuk, Lenny Bunnell, Mike Butterworth, Tiffany Williams

Guest- Wilfred Blanchette III, Tom McNally

Opened with Pledge of allegiance

Old Business

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

- Butterworth makes motion to approve minutes, Bunnell seconds, all in favor 4-0

2. Update on completed Task List

- 07/01/23 1300 hours @ MHS is confirmed, Town Clerk confirmed, LT Radford confirmed as MC, ELPD Chief Mike Finkelstein confirmed as speaker, Mayor McDaniel confirmed as speaker, John Rich Confirmed as speaker, Lt. Al Gosselin confirmed as speaker, \$5,000 budget approved, Fire Department ladder truck with flag approved, Ashley Turner Photography confirmed, Police coverage for the town confirmed for that day by CSP, NL pipes and drums confirmed, Chaplin service confirmed, Thin blue line flag ordered confirmed, Color Guards from CSP, East Lyme, Waterford, Ledyard and Norwich confirmed. Twisted Sugar confirmed as cake baker along with the \$527.50 down payment, Montville Fire Police Fred DeWick has volunteered to be on watch in hallway while ceremony is in progress, Volunteers to help serve the food are Melissa Yuchniuk, Judy Butterworth, Deonn Bunnell and Tiffany Williams, Plates napkins toothpicks forks obtained. Twisted Sugar will provide the cake.

3. Program layout update

- Williams to make adjustments to current program which include some minor spelling and grammatical changes. Also to add to the "Change of Command" portion of the program layout add Colonel Stavros Mellekas, Commanding Officer of the Connecticut State Police and Lieutenant Colonel Kenneth Cain, Commanding Officer, Office of Field Operations

4. Printed Invitations

- Williams will make minor changes. Bunnell spoke of creating "smaller invitation" which would be sent (instead of emailed) to dignitaries. Yuchniuk agreed. Bunnell will get price from Vista-Print

5. Catering update

- Filomena's representative spoke with the group and provided ideas of light refreshments which will be served. Filomena's will text Butterworth a price list for the catering.

6. Commemorative Patch update

- Several changes made. Group decided on current Montville Police Patch with old style Indian centerpiece with "1786" to the left of the centerpiece and "2023" to the right of the centerpiece.

7. Dignitary update

- Bunnell provided update which included the smaller, more professional invitation for dignitaries.

8. Pipes and Drums

- Yuchniuk reports status remains the same, finance will write a check closer to the event.

9. Photographs/Display

- Yuchniuk is working on getting historic photographs of the MPD restored/printed, reports costs could be up to \$100, Spring makes a motion for \$100 be allotted for printed photographs, Williams 2nds all are in favor 4-0

10. MHS national anthem singer

- Yuchniuk has attempted to contact High School Senior Kayley Moran to sing.

11. Thank You Letters

- Blanchette in attendance, will give wording for thank you letters some thought. It was suggested that the thank you cards could be pre-printed and on hand at the ceremony to save on postage.

12. Class A uniforms

- 30k has been granted for new Class A uniforms, a formal fitting for officers has been scheduled.

13. Media

- Yuchniuk reports Channel 8 will provide coverage as well as a reporter from the Day

14. Banner for MPD

- Yuchniuk reports final patch obtained and is moving forward with Critical Signs

15. Lapel pins for retired Montville Police Officers have not yet been ordered. Blanchette volunteered to pay for the lapel pins. Yuchniuk will place order for the pins.

16. Stage layout/reserved seating

- 412 total seats at MHS, Spring to get an estimate of how many reserved seats will be needed by the PD by next meeting. Members of the Public Safety Committee have agreed to be present and assist with needs of ushering, handing out programs etc.
- **Next meeting to be Tuesday May 2nd at 1800 hours @ Town hall**

Bunnell makes motion to adjourn meeting at 1905 hours. Butterworth 2nds, all in

favor 4-0 Guest Recording Secretary
Wilfred Blanchette