

## Police Transition Committee

Minutes of 03/22/23, Meeting called to order at 1800 hours, location Montville Town Hall

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

Guest LT Radford

Opened with Pledge of allegiance

### Old Business

**1. Approval of minutes from previous meeting on 03/01/23.**

- Bunnell makes motion to approve minutes, Williams seconds, all in favor 5-0

**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, **Nick Tewell will be replaced as speaker due to his promotion with CSP and will be replace with CSP Lt. Al Gosselin**, \$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 (down payment expected to be made in a timely manner), 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, Dion Bunnell and Tiffany Williams

**3. Program layout update**

- Williams to make adjustments to current program which include change the word "installation" on front to "inception", add the word "Police" to the color guards in special thanks, fix the word "Police" for CSP color guard, for introduction change name to read Lieutenant David Radford II, on back of program correct spelling for Officer Hagios, Russell (needs to add an "L" to the first name

**4. Printed Invitations**

- Williams will make minor changes to font etc., possibly look into both emailing invitations and printing some out.

**5. Catering update**

- Butterworth reports Oakdale Pizza came with an estimate of \$4,200 for food. Will continue to reach out to other caterers. Butterworth to also look into getting Plates, napkins, forks and toothpicks

**6. Cake/Baker**

- Quote accepted and this task has been moved to the completed list

**7. Commemorative Patch update**

- McNally to pay for 100 of them and give to Officers, speakers, dignitaries. Yuchniuk reports artwork still in progress, has initial concept

**8. Honor Guard Update**

- This task has been moved to the completed list

**9. Dignitary update**

- Bunnell reports a work in progress.

**10. Pipes and Drums**

- Yuchniuk reports finance will write a check closer to the event.

**11. MHS national anthem singer**

- Yuchniuk hasn't heard of any update, will follow up.

**12. Thank You Letters**

- Will leave up to new Chief for his input, Blanchette to possibly attend next meeting.

**13. Class A uniforms**

- Spring and Radford report obtained a quote from Galls and Flying cross for around \$30,000 fully outfitted minus shoes. Information to be relayed to McNally to bring up at town meeting.

**14. Media**

- Yuchniuk reports speaking to Tina Detel who reports someone will be there from news 8. Bunnell spoke with Kevin, a reporter from The Day who stated will be there.

**15. Banner for MPD**

- Yuchniuk reports Critical signs can produce an 8'x30" banner for \$210. Just waiting on 1 more patch before we can get the artists' conception.

**New Business**

- Yuchniuk has a photo album that he will work on getting photos cropped and digitally enhanced
- Talk about reserved seating for families and past MPD employees etc. Also about ushering and stage set up.
- **Next meeting to be Tuesday April 4<sup>th</sup> at 1800 hours @ Town hall**

Bunnell makes motion to adjourn meeting at 1859 hours. Spring 2nds, all are in favor, 5-0

Recording Secretary

Ryan Spring