

## **Police Transition Committee**

Minutes of 04/04/23, meeting called to order at 1800 hours, location Montville Town Hall

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

Guest- Bill Blanchette III

Opened with Pledge of allegiance

### **Old Business**

#### **1. Approval of minutes from previous meeting on 03/22/23.**

- Williams makes motion to approve minutes, Spring 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

#### **3. Program layout update**

- Williams to make adjustments to current program which include adding 3 people's names to the badge pinning of Chief (his father and 2 sons), adding "change of command" after badge pinning followed by swearing of officers and acceptance speech.

#### **4. Printed Invitations**

- Williams will make minor changes

#### **5. Catering update**

- Butterworth reports Filomena's representative to be present next meeting, will continue to follow up with caterers.

#### **6. Cake/Baker**

- Quote has been accepted and this task has been moved to the completed list, deposit of \$527.50 provided to Butterworth to give to Twisted Sugar

#### **7. Commemorative Patch update**

- Initial concept continues to be in progress

#### **8. Dignitary update**

- Bunnell not in attendance, work in progress. Blanchette requests a retired politician by the name of Paul Formica to be invited.

#### **9. Pipes and Drums**

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

**10. 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

**11. MHS national anthem singer**

- Yuchniuk hasn't heard of any update from MHS, if still no word Yuchniuk and Butterworth to expand search for a local singer

**12. Thank You Letters**

- Blanchette in attendance, will give wording for thank you letters some thought. R

**13. Class A uniforms**

- 30k has been granted for new Class A uniforms, Spring and Radford to reach out to Galls for a formal fitting for each Officer.

**14. Media**

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

**15. Banner for MPD**

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

**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 April 18<sup>th</sup> at 1800 hours @ Town hall**

Spring makes motion to adjourn meeting at 1830 hours. Butterworth 2nds, all are in favor, 4-0

Recording Secretary

Ryan Spring