**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, FEBRUARY 2, 2017**

**TIME: 7:30 A.M.**

**PLACE: BERLIN POLICE DEPARTMENT CONFERENCE ROOM**

**I. Call to Order:** The meeting was called to order by Comm. Nault at 7:32 a.m.

**II. Roll Call:** Commissioners Jerry Nault, Marc Tremblay, and Pierre Morin were present.

 **Others Present:**  Chief Morency, Deputy Chief Buteau, and Jenn Cloutier

**Recorded by:** Lisa Arguin

**III. Acceptance of Minutes of January 5, 2017:** Comm. Tremblay noted a correction and moved to accept the minutes as amended. The motion was seconded by comm. Morin and carried unanimously by Comm. Nault.

**IV**. **Monthly Financial Reports:** The report was accepted as printed, on a motion by Comm. Tremblay, seconded by Comm. Morin, carried unanimously by Comm. Nault.

**V. Old Business**

1. **COPsync Test:** Flaws are being worked out, and the system is not to be relied upon at this point. Ours is not the only school system experiencing problems with the software.

1. **OHRV Ordinance:** The Safety Committee agreed to extend the trail. Also, non-licensed drivers must now be accompanied by an adult who is at least 25 years old. The next step will be to request an adjustment to the speed limit on Route 110.

 **OHRV Grant Authorization**: As per the annual requirement of the State’s OHRV grant application, Comm. Morin moved to authorize Chief Morency to apply for and accept grant funds from the State of NH for the purpose of conducting OHRV patrol. The motion was seconded by Comm. Tremblay and carried unanimously by Comm. Nault.

1. **Blinking Light Request:**  The Safety Committee requires a formal written request for the light, which the chief has prepared. In the meantime, the area will be monitored, and a count of students using the intersection will be conducted. The fall count averages 20-25; the winter count is expected to be lower, because many students receive rides to school.
2. **Milan Dispatching & Enforcement:** This year’s fee for dispatching dropped by approximately $2,100. The calculation is based on the number of calls for service, which has dropped, as well as associated costs for personnel, which have also dropped due to the PD employees’ change to cheaper health insurance. Union personnel have opted-in to Milan patrols and will receive a biannual stipend. There will be a review after the first six months. More work will be involved in scheduling, but services provided to Berlin will not be affected.
3. **Outside Overtime & Detail Rate:** The chief met with Council to explain the need for and to request additional funds. They agreed to appropriate the funds, as the cost will be offset by revenues.
4. **ILO Position**: Jen Lemoine has settled in and is doing a great job. Rich Plourde, the North Country’s prior ILO, was recently recognized by the State for his efforts.
5. **Bathroom Quotes**: Quotes for $6,500 per bathroom and another for $7,580 for both bathrooms were received. Moe Croteau was awarded the job for $7,580 and is expected to begin work soon.
6. **Telephone System:** Information for the bid was prepared utilizing expertise from AVH and the school system’s IT personnel, and it has been submitted to the city manager for the bid process.
7. **Budget:** City Hall received several insurance options to review but has not yet made a decision. As it stands, the PD budget increase is around $100,000. The PD does not have areas to cut without cutting personnel; and if there is a cut to personnel, the PD will lose all credibility in recruiting officers. Comm. Nault noted that grant opportunities would also be impacted, and he recommended a grant summary be on-hand for the budget meeting.
8. **Building Project**: Matt Lambert and BHS Building Trades are doing a great job. The City saved a considerable amount of money with them, and funds were stretched as far as possible. Once the project is complete, the chief intends to do a media splash.
9. **Other: River Drivers**: The chief recently met with Mark Dorval and Paul Grenier, who is now handling the business end of the team. The chief clarified that, as chief, he is responsible for establishing the number of officers required at the games. His decision is based on crowd size and whether or not alcohol is sold at the event. For River Drivers games, two officers are required at Friday and Saturday games; Sunday and mid-week games require one. There was recent confusion over payment for the second officer at two prior Friday games. The chief made it clear that the team is responsible for that cost, and Mr. Dorval agreed to pay the cost in two installments.

For the record, Comm. Nault advised that he spoke with the mayor at one of the games. It was a discussion about PR and the mayor’s dedication to making the organization successful, and there was no mention of the PD during the conversation.

The River Drivers would like to hold a law enforcement appreciation night. The chief is exploring the idea and intends to meet with the Memorial Committee; he believes the event could be a positive way to support the team while also benefitting the “Call to Duty” Memorial Fund. It would be an opportunity to recognize everyone who has contributed in the past, and it would give the PD a chance to sell bricks and coins to raise additional scholarship funds.

**VI. New Business**

1. **RSA 1524/Body Cam Policy**: If the resident requests it, cameras must be turned off prior to entering his/her residence, due to the right to privacy.
2. **New Hire**: John Imperial is on board and doing a great job.
3. **Employee & Officer of the Year:** Cpl. Bill Daisey and JoAnn Therriault joined the meeting. The chief explained that these awards are not easily earned, and each year the decision becomes more difficult. This year, the choice for Officer of the Year was overwhelmingly Cpl. Bill Daisey. He is an aggressive go-getter who has helped with many special projects, and he serves as assistant prosecutor as well. JoAnn Therriault was selected Employee of the Year. She works behind the scenes and gets everything needed for court; her job has grown extensively. The chief stated the PD is fortunate to have both employees. He presented each with a plaque, and the Commission thanked them for their service.
4. **Flaggers Policy:**  In the past, the chief developed a proposal on when to use flaggers vs. officers, based on several factors including visibility, speed, and whether or not the area includes a dangerous intersection. There is legislature being proposed which, if passed, may cause the City to go back and review that proposal.
5. **Evaluations & Goals:** Evaluations are in process. Input from employees is included through self-evaluations which incorporate identifying personal goals as well as those for the Department.
6. **AG Policy on Exculpatory Evidence:** There may be a new policy generated by the AG’s Office which deals with Laurie issues/officer credibility. The PD is already covered; a clause regarding officer credibility was added to the last contract, and it was done without any objection from the Union.
7. **Promotional Exam:** Luc Poulin’s resignation will result in movement: someone will be moved to the Detective Division, which may result in an additional promotion. With that in mind, there will be a study session on February 14 for the upcoming exam.
8. **NHPSTC Compliance Report:**  The PD is in full compliance.
9. **HUD vs City of Berlin Case:** The ACLU had challenged the City’s Nuisance Ordinance. The case has been resolved, and there were no infractions committed by PD employees.
10. **New Driver’s Licenses:** New driver’s licenses compliant with federal requirements are now being offered. Drivers are not yet required to obtain REAL ID licenses, but eventually, old licenses will not be accepted as compliant ID for travel.
11. **Other**: Statistics were reviewed.
	* Robert Laflamme was a long-time City employee, and his funeral was well attended.
	* Two officers will attend the upcoming Narcotic Summit and youth mental health training.
	* The PD is working on Granite Hammer, and its work has been appreciated. The chief, however, is disappointed with some of the county statistics. Out of a population of 30,000, only nine individuals requested assistance from October through December. He believes much of the information is difficult to represent and may not be adequately reported.
	* Gifts: Matt Lambert donated several tools to the PD. They were originally donated to Building Trades by Tractor Supply because the line was being closed-out, and they are tools his students are not allowed to use.
	* The Commission reviewed a request from the Recreation Department for nominations for the Volunteer Recognition Award.
	* The chief was recently approached by the Coös County Sheriff regarding dispatching services; they do not have access to SPOTS or the type of management system in place in Berlin. He is exploring the possibility of Berlin providing dispatch services. Chief Cyr also approached the chief regarding the possibility of consolidating the Berlin and Gorham Police Departments. He was publicly directed to look into options for cutting costs and intends to raise the idea at the next selectmen’s meeting; he will contact Chief Morency afterwards with Gorham’s official intent. Discussion ensued. The chief is open to the suggestions conceptually, but both he and the Commission agree that any genuine discussion will include City and Town officials sitting at the same table.

**Correspondence:** The AV Chamber dinner will be held in March; the PD gets a table yearly to show its support.

* + The deputy attended the Nansen Ski Jump Committee meeting to discuss plans surrounding their upcoming promotional event.
	+ The NH Retail Association’s annual meeting is on February 15, and there is also an upcoming training session with police and retailers in Tilton. Someone from the PD will attend.
	+ The PD is one of ten agencies selected to participate in the NH Highway Safety’s new on-line grant application process.
	+ Cpl. Daisey submitted a letter to the chief recognizing Officers Labonte and Pelletier for their professionalism in dealing with a suicidal subject. Officer Pelletier received a note of thanks from a citizen for assistance with an accident; and Jenn Cloutier received a note from MaryJo Landry for designing and printing ID cards for the Housing Authority.
	+ The Conway Humane Society requested a letter of support, and Sgt. Dube drafted a letter outlining the beneficial working relationship between agencies.
	+ Lt. Gendron has been invited to assist with the annual Cadet Academy Gala; he will not be attending.
	+ Officer Marsh has been asked to give a class at NEC on pre-employment polygraphs.
	+ There will be North Country Interoperability meeting next week; no updates at this time.
1. **Public Comments**: None.
2. **Adjournment of Public Meeting:** At 9:35 a.m., as there was no need for non-public session, Comm. Morin motioned to adjourn. The motion was seconded by Comm. Tremblay and carried unanimously by Comm. Nault. The next meeting is scheduled for Thursday, March 2, 2017 at 7:30 a.m.