**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, FEBRUARY 1, 2018**

**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 7:30 a.m.

**II. Roll Call:** Commissioners Jerry Nault, Marc Tremblay and Pierre Morin were present. Comm. Morin left the meeting at 8:30 a.m. due to another commitment.

**Others Present:**  Chief Morency and Deputy Chief Buteau

**Recorded by:** Jenn Cloutier

**III. Acceptance of Minutes of January 3, 2018:** Minutes were unanimously accepted as printed, on a motion by Comm. Morin, seconded by Comm. Tremblay.

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

**V. Old Business**

1. **Phone System & Bid:** Four bids were received but after meeting with the City Manager and Pam Laflamme, it was narrowed down to three. References are being checked on those three vendors and it is expected that the bid will be awarded soon. Chief Morency advised that vendors will be held to a project timeline.

1. **Opioid Crisis:** Chief Morency previously spoke with the Governor and Attorney General to express his concerns about the North Country’s opioid crisis. He was assured that the Dept. of Safety’s Assistant Commissioner was going to set up a meeting to address this. A meeting is scheduled for the beginning of March where 15 people will be attending in Berlin. Attending will be Chief Morency, Deputy Chief Buteau, Detectives Lemoine, Goulet, Grafton and Coos County Sheriff, along with representatives from the Dept. of Safety, the Attorney General’s Office, and other key players. Berlin PD has been preparing talking points for the meeting. Chief Morency advised that the lack of involvement from the Coos County Chiefs of Police is disappointing.
2. **Police Officer Training Process**: Tests were sent out for grading from 5 candidates and all passed with high scores. The next step is an Oral Board Interview which occur in March. Lt’s and Sgt’s will be used in the Oral Board process.
3. **Restorative Justice Position**: Officer Marsh has been assigned this duty – two days a week. The school board was misinformed in that they believed it would be more than one officer working on this project, therefore they tabled the discussion. The PD’s intention was to have Officer Marsh be the one to work on this project and only have another officer step-in in the event that he is unable to. This will be addressed with the School Board. The City Manager has asked that Chief Morency provide an update on this project to the Council and to explain the collaboration with the school.
4. **Drug Court**: The court had asked for someone to sit on the board, which Lt. Lemoine has volunteered for and will be assigned to. Meetings will begin in February.
5. **Ossipee Mountain Equipment Review**: Jenn and Deputy Chief Buteau met with two representatives from OME to discuss creating a plan for replacement of several pieces of back-end radio equipment that have already or are nearing end of life and will no longer be supported. OME will be providing us with a detailed plan and quote for this project which will most likely be done in phases.
6. **Budget:** The final draft has been completed which includes a couple minor changes due to changes in numbers given by City Hall for benefits. The final draft shows a 0% increase and a savings of $27.00. Chief Morency advised that the reason that we are able to keep benefit costs down, is because the City has been so responsible.
7. **Behavioral Health Task Force with AVH**: A Task Force has been established with AVH to discuss ongoing Behavioral Health issues including the way that IEA’s are handled. Lt. Godin will be attending the monthly meetings along with a representative from the Coos County Sheriff’s Office.
8. **Other:** 
   * CopSync: CopSync has filed bankruptcy. We will be finishing our terms with them for the remaining school year, but will be looking at other options afterwards.
   * New Part-Timer: Jim Watson has been taken on as a part-timer.

**VI. New Business**

1. **Officer & Employee of the Year:** The plaques have been ordered but not received yet. The award recipients will be recognized at next month’s meeting.
2. **Evaluations:** Lieutenants met yesterday to work on Officer Evaluations. Deputy Chief Buteau will be completing evaluations on the Lieutenants.
3. **Shelburne Request for Dispatching:** The Town of Shelburne has sent a request for proposal to the Berlin PD for dispatching services. Shelburne will be advised that to make this happen, a lot of costly infrastructure would need to be put in place, which wouldn’t be feasible at this time.
4. **Video Release for DCYF & Other Agencies:** DCYF has recently asked for copies of some body camera videos to assist in their investigations. 91A5 states some exemptions for body cameras, however there isn’t a true legal protocol for the release of these videos as of yet. DCYF may be allowed to view a body camera video at the police department. A meeting will take place to discuss this further at the beginning of March.

1. **Hawkers & Peddlers License:** A workgroup with the City has been set up to meet next Tuesday to set policies and discuss a registration process.
2. **New Juvenile Lock-up Logs:** The State has changed the requirements for Juvenile Lock-Up logs, in that they have been simplified.
3. **Negotiations**: Chief Morency and Deputy Chief Buteau met with the Union Steward on Monday to discuss the upcoming negotiations. Future meeting dates and criteria were set.
4. **Department of Corrections Advisory Committee**: Chief Morency has been asked to be the North Country Representative on this Committee.
5. **Statistics**: Deputy Chief Buteau has completed a 12-year statistics study of which the Commission was provided a copy of. This study shows trends and highlights that accidents have been declining which may be contributed to the proactive enforcement done through the Highway Safety Grant Details. Sexual Assaults have dramatically increased of which the majority of cases involve juveniles.
6. **Correspondence**:
   * Thank you letter from one of the Scholarship recipients. Applications have gone out. The term of Book Award was added to the title of the scholarship.
   * Fish and Game is asking for help with Hunter Education courses.
   * DEA made notification of a seizure.
   * The Special Olympics Penguin Plunge is this Sunday, 2/4.
   * Notification of new bail commissioners
   * AVH Cost of IEA details.
   * Invitation to the New England Chief’s Meeting. Chief Morency is unable to attend.
   * The City of Berlin is looking for nominations for their yearly volunteer awards.
   * The State is in the process of naming Rt 110 near the Police Department after Tony Urban.
   * Granite Shield Opioid Grant has made notification that the training is no longer mandatory.
   * A letter was received from Todd Flannagan at the AG’s office regarding a complaint against a Berlin Officer that they received. The letter stated that the officer did not abuse her power and that this didn’t warrant an AG investigation.
   * The community meetings for the ATV Fest planning will be starting soon.
   * A study will be done on the ammo that the Berlin PD is using for rifles. Lt Godin recommended using another option which costs 30% more. This will be reviewed and we will have a recommendation soon.
7. **Other**:
   * Lt Theriault has started working with Lt Valliere to be trained on Sex Offender Registrations.
   * Lisa and Deputy Chief Buteau had a meeting with the new Berlin Fire Chief Lacasse to discuss grants and working together.
   * Deputy Chief Buteau attended a meeting where he learned of additional resources for Homeless Veterans.
   * A meeting was held with the Coos County Sheriff where the topic of part-time officers was discussed. CCSO is losing some part-timers. Typically CCSO gets their part-timers from retired Belin PD officers. The possibility of co-hosting a part-time academy was discussed and working with the WMCC Criminal Justice Program. This will be researched further.
   * Richard Plourde will be working as a Private Investigator, which requires him to resign with the CCSO and Berlin PD.
   * Another complaint against an officer was received and is being investigated by Lt Lemoine. The complainant has a pending criminal case, and was told that a conclusion to her complaint won’t be given until her criminal case is complete.

1. **Public Comments**: None.
2. **Adjournment of Public Meeting:** At 8:47 a.m., Comm. Tremblay motioned, with a second from Comm. Nault, to adjourn. The motion carried unanimously. The next regular meeting will be held Thursday March 1, 2018 at 7:30 a.m.