

**BERLIN POLICE COMMISSION  
MONTHLY MEETING  
PUBLIC SESSION**

**DATE:** Thursday, April 6, 2023  
**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 07:30 A.M.
- II. Roll Call:** Commissioners Nault, Comm. Tremblay, and Comm. Morin were present.

**Others Present:** Chief Buteau, Deputy Chief Roy, Lt. Wade Goulet, and Jenn Cloutier.

**Recorded by:** Kimberly Bijeau

- III. Acceptance of Minutes of February 2, 2023:** A correction was made under ‘New Business’ section D changing “contribution” to “contributing”. A change was also made under section I – ‘Training’ changing “precedence” to “precedent”. Minutes were unanimously accepted as amended on a motion by Comm. Tremblay, seconded by Comm. Morin.
- IV. Monthly Financial Report:** Currently 75% into the fiscal year. Health Insurance and retirement are looking good. Salaries: over on the Corporal line due to having the 4<sup>th</sup> Cpl. And not being able to promote an additional Sgt. At this time. Going to see the numbers tracking upwards with reference to salaries due to the 4% increase. FY’24 city budget copy shows Patrol I – IV combined. Sgt. salaries tracking low. Vehicle repairs line appears high at this time due to a couple of payments from Primex and the fact that we haven’t been billed for the repairs. Question with ref to a large payment made to Paul’s Auto. Has already been offset by insurance. Question and discussion with ref to the Central Rivers outside overtime line. The report was unanimously accepted on a motion by Comm. Morin, seconded by Comm. Tremblay.
- V. Old Business**
- A. Budget FY’24:** Commissioners were provided with a copy of the Budget with comments that will be sent to City Hall for Council. Dispatch line includes the 4% and 3% increase as well as an additional \$1.50. The overtime line includes the contractual increases and 5-year average. Combining Auxiliary line with Special Enforcement: will include additional dispatch coverage for SE events. No Captain: position vacant. Contractual change with longevity reflected on budget. Expanded crime prevention line to include community policing. Monday April 10th PD budget goes before council with public hearing is in May. City Manager plans to make changes to what qualifies for CIP expenses. Discussion with reference to the building maintenance line. Unincorporated grant funds need to be tapped into. Chief Buteau read through his opening statement for Council.
- B. Union Contract:** copy of final signed contract available for viewing.
- C. Email Changeover:** Jenn: Cyber Security (CISA) review recommended that the department changeover to a .gov email system. Changeover is currently moving forward.

- D. PD Renovations:** Upstairs hallway, stairs, Jenn, and Nathan's offices are complete. Lobby floor is also complete.
- E. Active Shooter Meeting:** Deputy Chief Roy and Jenn: ongoing conversation. Table top exercise currently scheduled with Gorham, Berlin, and Milan (all separate).
- F. Other:** Nothing.

## **VI. New Business**

- A. Officer Wellness:** Continuing with training: Team will be set-up and certified. Lt. White and several others currently at ISCP training including dispatcher Bouchard. ISCP wellness training discussion with ref to Lt. White's training in CA.
- B. Community Grant:** Lt Howry was going to discuss; rescheduled until next meeting.
- C. Supervisor Test:** Conducted in March. Good participation including officers that aren't eligible due to years of service.
- D. Prevention/Treatment/Recovery Meeting:** Including Brian O'hearn from AVH. Met yesterday. Eric Adams from Laconia PD was present. Recovery continues to be in the forefront of needs in this area. Littleton, Conway, and Ossipee all have successful programs. Working with the Governor's office. Location and funding needed to get up and running. Support is crucial. Need at least a temp. COSSAP officer. Discussion with reference to the importance of a recovery community.
- E. Public Safety Meeting:** Meeting with Chief Watkins with ref to overall safety within the City.
- F. Call to Duty Memorial:** Have had a couple of meetings including the Brodeur and Devold families. Gorham will be a partner and will include the Piet family. Discussion ref 10K race.
- G. Resolutions:** Chief Buteau read through the list of resolutions. Discussion ensued with reference to the ILO position. Officer Tim Godin will be moving on and Rich Plourde will be taking over and is already training with Tim. Discussion with ref to the feasibility and grant pertaining to comfort K9 and \$7500 in funds for K9 Match Grant. Discussion with reference to ERT Coms Fire grant resolution.
- H. US Forest Service Grant:** Working with Mike Carifio of the U.S. Forest Service dealing with the Kilkenny area. Discussion with reference to the SRO position and the impact of the ARPA grant details.
- I. PSN Grant:** Brief discussion ref grant.
- J. Range Upgrades:** Shoot house with Lt Gendron moving forward making purchase soon.
- K. Axon Contract:** No discussion.

**L. Polar Plunge:** Deputy Chief Roy, Lt. Hollie Dube, Sgt. Joseph Priest, and Officer Adam Sperlonga all participated.

**M. Disc Training:** Excellent training involving entire department. Primex gave 2-hour class. Great leadership tool.

**N. Training:** Ground fighting with exception of ERT team. Good response. Discussion with ref to the value of this training.

**O. Statistics:** Including two months' worth of stats. Juvenile incidents up. Felonies up and are predicted to increase again in coming months: time of year with warmer weather coming. Discussion with ref to changes with juvenile petitions. Drug stats predicted to increase due to large # of lab results that were received and upcoming indictments. Discussion with ref to the process for same and how this reflects on the stats. Granite Shield update with reference to arrests and drug seizures.

**P. Hiring:** Still down 2 officers on the regular roster and with the retirement in August and COSSAP position need a total of 4 officers. Potentially have two conditional offers with another hopeful PA candidate coming up next weekend.

**Q. Correspondence:** Chief Buteau highlighted several training opportunities and thank you letters:

- A number of grants related and training related.
- Trails mud closure.
- Frank Harris, retired from State Hospital, currently of 988 Suicide Crisis hotline.
- School ref impact of ARPA in schools.
- Tyler Blaine and 211 assistance pertaining to area resources.
- May 7<sup>th</sup> Summer games/June state games.
- Citizen complaints most recent dealing with fireworks.
- Still receiving a large # of 91A requests.
- Research done ref mobile speed bumps and speed issues.

**R. OTHER: None.**

**VII. Public Comments:** None.

**VIII. Adjournment of Public Meeting:** At 9:05 a.m., the meeting adjourned unanimously on a motion by Comm. Morin, seconded by Comm. Tremblay. There was no need for a non-public meeting. The next meeting will be held on **Thursday, May 11, 2023 at 07:30 a.m.**