**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, JANUARY 10, 2019**

**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.

**Others Present:**  Chief Morency, Deputy Chief Buteau, Jenn Cloutier; Claire Stiles

**Recorded by:** Lisa Arguin

**III. Acceptance of Minutes of December 13, 2018:** Minutes were unanimously accepted as printed, on a motion by Comm. Morin, seconded by Comm. Tremblay.

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

**V. Old Business**

1. **Opioid Litigation:** A response to the attorneys’ questions has been submitted.

1. **Firing Range**: The chief has been corresponding with Nancy Bell and is awaiting a contract.
2. **Hub and Spoke Opioid Intake:** Deputy Chief Buteau, Lt. Theriault, and Jenn Cloutier attended the public forum. The program will be a beneficial resource to the community.
3. **Department Meeting**: The meeting went very well. Training on exposure to contaminants was provided by 24 Trauma and brought about discussion on awareness at crime scenes as well as within the Department. Additional topics of discussion:

- Narcan

- Employee interest in developing/becoming more active in constructive community programs

- Lockouts: officers recommended changing the lockout fee, allowing the first one to be no-charge; the chief is considering that option, which is similar to how alarm fees are handled.

Comm. Tremblay attended the meeting; he was impressed and advised that the value of having everyone together once a year for an annual meeting was self-evident.

1. **Milan Selectmen Meeting:** The meeting went well; there were no specific issues, and Milan appears to be happy with the PD’s services.
2. **Budget:** The draft budget shows an operational increase of 0.7%; including projected insurance rate increases, the overall budget increase is 2%. The Department has been flat-lined for resources and absorbing increases over the years but continues to deal with the same issues and number of calls for service.

Discussion ensued on overtime costs, which is now expected to decrease since the return of officers who were on injury leave. Chief Morency advised that employees sacrificed vacation time because the PD was short of officers for the last part of 2018. Customarily, vacation time must be used within the calendar year, but a handful of employees had time remaining. Since the employees prevented overtime expenses, the chief intends to allow them a one-time opportunity to carry their remaining vacation time forward, provided it is used by April. The Commission unanimously agreed by consensus, with Comm. Tremblay stating this is a good faith recommendation, and Comm. Nault noting that any time a group comes together to benefit the whole, they should not be penalized.

The draft budget was approved, on a motion by Comm. Morin, seconded by Comm. Tremblay.

1. **Other:** Two officers are now at the Academy.
   * Don Vittum will remain Director of the NHPSTC.
   * The Dana case has been suspended until September.
   * The governor has recognized the need for bail uniformity.

**VI. New Business**

1. **New Intox Machine:**  The State will provide a new machine to the PD. It should be similar to the present model, so minimal training will be required.
2. **DOT Signage:**  Curve and speed signs are slated to be replaced outside city limits on Route 16, East Milan Road, and Route 110.
3. **Electronic Credentials:** 14 states currently accept a digital image instead of an actual driver’s license.
4. **Zetron Technical Support Upgrade:** $5,800 is required for the upgrade. The chief is hoping a portion of the SRO equipment reimbursement will offset some of the expense.
5. **PSTC End-of-Year Reporting Requirements:** Annual training and qualification reports have been submitted, and the PD remains in compliance.
6. **Evaluations:** Self-evaluations will be completed this year. Administration will review each employee’s evaluation with the employee.
7. **Community College Request Lockdown/Active Shooter Policy:** There is a new security officer at WMCC; he has requested the PD’s active shooter policy and is interested in working closely with the PD**.**
8. **Statistics:** Statistics were reviewed. Protective custodies are up by 71%. The number of suspected overdoses are down, but the tools used in identifying this statistic appear to have some inconsistencies.
9. **Correspondence**: Chief Morency was invited to the governor’s inauguration, but bad weather prevented him from traveling.
   * New policies are in place for threats to state representatives.
   * PSTC submitted a thank you letter for Sgt. Nathan Roy’s and Officer Adam Labonte’s assistance with training. JoAnn Therriault submitted a thank you letter regarding her Employee of the Year award.
   * Berlin’s fire chief will hold training on safety certification for infant car seats.
   * The Chamber’s ATV Festival is scheduled for August 3; Wingzilla will be on September 7, and RiverFire on October 19.
   * The North Country Health Consortium is holding a Stop the Bleed class on January 16.
   * Operation Stonegarden is on hold due to the government shutdown.
   * Corinne Cascadden has requested a cost for the SRO program, as the grant will end this year. The position could be impacted by recent changes made by the NHRS to retirees’ allowable work hours.
   * The dispatch trainee has resigned, and there are currently no part-time dispatchers. A background investigation will begin on the next candidate.
10. **Other**. Lt. Lemoine serves on the Drug Court and has expressed concern with the process for measuring whether or not a case is deemed successful.

1. **Public Comments**: None.
2. **Adjournment of Public Meeting:** At 9:00 a.m., Comm. Tremblay motioned to go into non-public session per RSA 91-A:3, II. (c) and (e); on a roll call vote, Commissioners Nault, Tremblay, and Morin voted in the affirmative. Public session reconvened at 9:25 a.m. There were no decisions made in non-public session. Minutes of the session were sealed unanimously by roll call vote, as the divulgence of information could adversely affect the reputation of persons other than a member of the board itself. Public session then adjourned unanimously on a motion by Comm. Tremblay, seconded by Comm. Morin. The next meeting will be held Friday, February 8, 2019.