

**BERLIN POLICE COMMISSION
MONTHLY MEETING
PUBLIC SESSION**

DATE: THURSDAY, DECEMBER 3, 2020
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 7:35 a.m.
- II. Roll Call:** Commissioners Nault, Tremblay, and Morin were present. Jenn Cloutier and Kim Bijeau participated via Zoom.

Others Present: Chief Morency and Deputy Chief Buteau

Recorded by: Lisa Arguin

- III. Acceptance of Minutes of November 10, 2020:** Comm. Tremblay requested clarification on the subject of Dan Arguin carrying Lisa's current health insurance plan. Lisa explained that admin and union plans are different, and the admin plan is cheaper for the City as well as the employee. As a retiree, she has the option to stay on her current admin plan; utilizing that option, she was hoping her husband (also a City employee) would be able to become the carrier in her place. This would result in an approximate savings of \$7,000 to the City as well as a small savings for them. The city manager has since advised that is not possible. Discussion ensued as to whether Dan currently receives a stipend; he does not. The stipend was contractual at the time he was hired, but when the PD put in for his payment, it was stopped by Jim Wheeler who stated the City had done away with the second spousal allowance. What was not realized until recently is that the language was actually still in place in the Police Department contract at the time Dan's payment was denied, so he should have received it.

Minutes were unanimously accepted as printed on motion by Comm. Tremblay, seconded by Comm. Morin.

- IV. Monthly Financial Report:** Chief Morency advised that the overtime line item is 62% spent at 41.9% into the year, and \$15,000 of the over-expenditure is Covid-19 related. He anticipates additional Covid overtime expenses as well as overtime related to an upcoming patrol vacancy. As the City has received partial reimbursement for Covid expenses, including PD expenses, the chief intends to request that a portion of the reimbursement be reinstated to the PD budget now as opposed to the end of the fiscal year. The Commission unanimously agreed by consensus, noting that waiting until the end of the fiscal year has an impact to the budget and can complicate things. The report was unanimously accepted on a motion by Comm. Morin, seconded by Comm. Tremblay.

V. Old Business

- A. Department Meeting:** The meeting will be held on December 11 at 8 a.m. on Zoom. Training will be on de-escalation, mental health, and mental health for employees.

- B. COVID-19 Task Force:** The mask debate was controversial but a balance was found, and an ordinance is in place. The governor's order came out shortly after and did not contradict the ordinance. Both ask for compliance from the community and are in line with CDC guidelines. Chief Morency commended Jenn Cloutier on her work with the Chamber developing posters and getting the word out on Facebook. A vaccine may be available for first responders within a couple weeks, and the Task Force is also looking into every two-week testing for first responders.
- C. Records Requests:** On several occasions, the PD has had to spend time and money locating people who paid for records but never bothered to come back to get them. The chief intends to develop a policy which includes notification that records must be retrieved within a certain time frame. The Commission unanimously agreed by consensus.
- D. Other:** This year's Highway Safety Grant award is approximately \$9,000. The award amounts have considerably decreased each year over the last five years.

VI. New Business

- A. Mask Ordinance:** The ordinance is in place until December 14 and will be revisited at that time. Chief Morency has requested that the Council consult with the PD before considering imposing any fees.
- B. NHPSTC Rule Changes/Certification/Transparency in Policing Act:** The chief agrees with concerns surrounding training but stated there needs to be another way to have employees train than having them travel to Concord for certifications. Changes have not been finalized yet and are currently being reviewed by the governor.
- C. Hiring & Promotions:** Kim Bijeau has been training with Lisa Arguin, and an ad has been placed for a full-time dispatcher. To date, Jenn Cloutier has received approximately 13 applications, and she is confident that someone in that group will be successful.

Adam Sperlonga started this week; he is high on the waitlist, and there is a good possibility he will attend the next Academy.

Lt. Daisey requested to get out of prosecution and back on the streets. Lt. Valliere is now prosecuting and is working with Lt. Daisey on former cases.

The bid for the detective vacancy was placed this week, and one employee has already submitted a letter of interest.

- D. Officer Imperial Resignation:** Officer Imperial plans to move to MA. He submitted his letter of resignation effective January 8, with the understanding that he will change the date, if the PD is in need of help at that time.
- E. Sewer Issues:** The PWD was called here last week to repair the outside lines; water was bubbling up by the field. They replaced the lines, but there are still issues inside under

the cement floor. Mt. Washington Sewer and Drain will be coming in to map out exact lines, and the information will be given to vendors in order to get estimates for repairs.

- F. Training Update:** Training via Zoom does not compare to in-person training. At this point, most training is done on-line through Police One. Firearms and ERT training is conducted in-person, however, with safety precautions in place.
- G. Statistics:** Statistics were reviewed and discussed.
- H. Correspondence:** The CAC has moved back to Lancaster.
- The winter NEACOP training was conducted virtually. This year's training included demonstration of a live mapping program which provides real-time information that can be shared with the public. Chief Morency believes it would be useful for the community and will look further into the details.
 - The City has submitted an RFP for health insurance.
 - It was recently learned that the State is covering Covid-19 related lodging expenses for first responders but not meal expenses.
 - The deputy chief has requested employee input on the decisions for Officer and Employee of the Year, Call to Duty Service, and Crime Fighting awards. Certificates will be issued during the Department meeting, and plaques will be issued at a later date.
 - The NHACP issued a flyer listing information and resources for homeless veterans.
 - Laura Towle dropped off baked goods for the employees. Each year, she delivers homemade items to the PD to thank the employees for their everyday work, and the employees are always grateful.
- I. Other:** The annual Occupational Health Services Agreement with AVH has been renewed.
- In light of the backup of cases in court, the chief is researching the possibility of developing an ordinance to deal with drug offenses. Nashua and Claremont currently have ordinances in place.

VII. Public Comments: None.

- VIII. Adjournment of Public Meeting:** At 8:45 a.m., on a motion by Comm. Tremblay seconded by Comm. Morin, the Commission adjourned to non-public session by roll call vote per RSA 91-A:3 II (a), (b), (c), and (e) with each commissioner voting in the affirmative. The Commission unanimously agreed by consensus that the chief move forward with a succession plan for Department administrative personnel. There were no other decisions made in non-public session. Public session reconvened at 9:25 a.m., at which time minutes were unanimously sealed on a motion by Comm. Morin, seconded by Comm. Tremblay, as the divulgence of information would adversely affect the reputation of a person(s) other than a member of the board. The public meeting then adjourned on a motion by Comm. Tremblay, seconded by Comm. Morin.

The next meeting will be held on Thursday, January 7, 2021 at 7:30 a.m.