**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, APRIL 4, 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, and Jenn Cloutier

**Recorded by:** Lisa Arguin

**III. Acceptance of Minutes of March 7, 2019:** Minutes were unanimously accepted as printed, on a motion by Comm. Morin, seconded by Comm. Tremblay.

**IV**. **Monthly Financial Report:** Although the budget balance appears to be leveling off, there are still obligations and expenses for items that do not fall under CIPs that will hit the budget before the end of the year. The report was accepted as printed, on a motion by Comm. Morin, seconded by Comm. Tremblay.

**V. Old Business**

1. **Hiring Process:** One of the remaining two candidates is no longer eligible for hiring; however, the other is continuing with the process, and there is also an out-of-state candidate that looks promising. Chief Morency restated that the number of qualified applicants for law enforcement positions continues to shrink, and all agencies are having difficulty filling vacancies. As many departments have training contracts in place for their new officers, he asked if the Commission would be flexible in considering buying-out the balance of a training contract for an officer who may want to apply to Berlin. Since a buyout could potentially save thousands in training costs, the Commission unanimously agreed by consensus that they would consider it on a case-by-case basis.
2. **Firing Range**: The chief apprised the Commission on the status of the range and possibility of renaming it.
3. **Budget & CIP:** Chief Morency outlined potential cuts to CIPs that would save approximately $67,000. Items that require immediate repair, such as boiler and window replacement, would not be cut, but other renovation issues can be postponed. He will meet with the mayor for discussion.
4. **Cates Hill Tower:** Ossipee Mountain Electronics completed the study, and all involved parties will meet on April 18 to review the findings. The chief has been looking for potential grant opportunities for communications projects, but none are available.
5. **Supervisor Testing:** Six officers participated, and all passed; they are now eligible for promotions and to supervise their shifts.
6. **Other:**
	* The auto attendant is working great but still needs tweaking.
	* The Windows upgrade will be completed on seven computers.
	* The PD is dealing with IEAs regularly.
	* Bail reform has been addressed.
	* Officer Bardeen submitted his resignation and will be working with the railroad.
	* With regard to the recent dog case, the owner has plead guilty to neglect and will spend 30 days in jail.
	* The CAC received a considerable increase in grant funds which is good news for Coös County.
	* HB 592 passed and is now at the Senate Transportation Committee. The chief has submitted a letter of support to the committee.

**VI. New Business**

1. **United Way Donation:** The United Way generously donated $8,000 for the LEAD program. This is a great start for the program, and the award will be handled by the School Department.
2. **Tactical Officers Association:**  $37,000 in Homeland Security grant funds has been earmarked for Berlin’s ERT. The amount is intended to cover the expense of equipping the entire team with night vision equipment.
3. **Court Security Meeting:**  Deputy Chief Buteau met with the head of Berlin’s Circuit Court and court personnel for a security walkthrough and troubleshooting session. Suggestions were made for the future, and potential drills were discussed.
4. **VINE Notification System:** The Victim Information and Notification Everyday system allows crime victims to obtain information about criminal cases and the status of offenders who are in custody. Information is updated by the prison system; victims can access it on-line, and they can also receive notification when an offender’s custody status changes. Coös County will be one of the first to use it, and it should be in place by August.
5. **Grant Resolutions:** Resolutions for the Opioid, Stonegarden, ILO, and Highway Safety grants will have their second read on April 15.
6. **NHPSTC Graduation** is scheduled for April 26, 2019 and will include two candidates from Berlin.
7. **Statistics** were reviewed. Meth has appeared in the area.
8. **Correspondence**: Training announcements were highlighted.
	* Chief Morency submitted a letter of support to the Coös County Animal Sanctuary; the organization is located in Colebrook and will service the entire North Country.
	* The NH Special Olympics Torch Run will take place May 18, 2019.
	* Stonegarden Grant details should begin shortly.
	* Detective Marsh, the PD’s polygraphist, submitted a letter of request for assistance with the expense of a separate polygraph liability insurance policy. Discussion ensued. Consideration had been given in the past, but after additional deliberation, whereas the City already pays for sufficient liability coverage which covers the detective for his criminal and hiring-related polygraphs, it was unanimously agreed by consensus that the Department and City should not bear the cost of additional insurance.
9. **Other**: The Coös County Sheriff’s Department’s share in the cost of the DTF officer was approved without issue.
	* The PD’s detail rates are in-line with other departments’ charges.
	* The chief recommended reviewing and updating the policy regarding meeting procedures.

1. **Public Comments**: None.
2. **Adjournment of Public Meeting:** At 9:15 a.m., Comm. Tremblay motioned to go into non-public session per RSA 91-A:3, II. (a), (b), (c), (d), and (e); on a roll call vote, Commissioners Nault, Tremblay, and Morin voted in the affirmative. Public session reconvened at 9:40 a.m. There were no decisions made in non-public session. The public meeting then adjourned unanimously on a motion by Comm. Morin, seconded by Comm. Tremblay. The next meeting will be held Thursday, May 9, 2019.