

**BERLIN POLICE COMMISSION
MONTHLY MEETING
PUBLIC SESSION**

DATE: Monday, June 5, 2023
TIME: 2:00 P.M.
PLACE: BERLIN POLICE DEPARTMENT CONFERENCE ROOM

- I. Call to Order:** The meeting was called to order by Comm. Nault at 02:05 P.M.
- II. Roll Call:** Commissioner Nault, Comm. Tremblay, and Comm. Morin were present.

Others Present: Chief Buteau, Deputy Chief Roy, and Jenn Cloutier.

Recorded by: Kimberly Bibeau

- III. Acceptance of Minutes of May 11, 2023:** Correction under New Business – Drug Court; changing perspective to prospective. Minutes were unanimously accepted as amended on a motion by Comm. Morin, seconded by Comm. Tremblay.
- IV. Monthly Financial Report:** Currently 92% into the fiscal year. Upcoming expenses include “cost of living bonus” pay. Currently tracking 10% ahead in overall FY’23 budget. Large amount of training expenses over last month. Discussion with ref to same ensued. The report was unanimously accepted on a motion by Comm. Tremblay, seconded by Comm. Morin.
- V. Old Business**
- A. Budget FY’24:** May 30th public meeting went well. No questions directed at the PD.
- B. Active Shooter Drill / Tabletop:** Training along these lines are ongoing. Did attend the three for the Milan, Berlin, and Gorham schools. Milan did an ALICE drill per Homeland Security requirement. Discussion with ref to a training that Sgt. Priest provided at Story Land.
- C. PTR Focus Group:** Group has been meeting once a month. Meeting with the council tonight. White Horse Recover: currently have programs in Center Conway, Ossipee, and Littleton. Chief Buteau advised on the list of attendees.
- D. 988 Meetings:** Suicide and Crisis lifeline #. Attempting to modify for this area.
- E. Personnel Policy:** Discussion with ref to changes and ref scheduling a meeting later this month to go over same.
- F. Special Olympics:** Participated in Law Enforcement Torch Run on May 20th. Good showing from the FCI. Went very well.
- G. Other:** Nothing.

VI. New Business

- A. Public Works Assistance:** DPW recently assisted with drain issue and dug up and reconstructed the drain system. Both DPW and DWW have assisted with work at the range as well. Was a large project.
- B. OHRV Trail Opening:** Opened May 23rd. Weekend was very busy. Brought up discussion with ref to bringing on a 2nd dispatcher due to the increased traffic.
- C. PSTC Graduation:** Friday, June 16th @ 2 p.m. at PSTC.
- D. Highway Safety Grant '24:** DC Roy advised that the grant has been submitted. Requested additional monies.
- E. ATV Festival Public Safety Meeting:** DC Roy and Jenn led a meeting on May 25th here at BPD. Included all agencies from North Country. The festival is scheduled for August 4th and 5th.
- F. Training:** Firearms adjustments to training. Adjusting bare minimum which really steps things up including essential skills. Raising the standards. New rifle drill tailored more to real-life, high stress scenarios. FTO training is up to 16 weeks now.
- G. Statistics:** April statistics were reviewed and discussed. Significant increase in MV stops, violations, and warnings. OHRV stops will show significant increase in upcoming monthly stats. Discussion with ref to OD's.
- H. Hiring:** New hire graduates the academy in PA this week and he will be starting in Berlin on the 14th. We have completed the process with the candidate out of MA and are currently waiting on his start date: submitted for him to attend the July academy. One local applicant potentially starting the process this week or next.
- I. Correspondence:** Chief Buteau highlighted several training opportunities and thank you letters:
- Call to Duty Memorial Scholarship fund: DC Roy will be going to BHS to hand out scholarships tonight.
 - 3rd Quarter Grant reports due by July 15th
 - Juvenile Audit
- J. OTHER:** Retiree News Letter (copy provided to Commission). Printed by BHS graphic arts. Discussion ref having a retiree get-together and benefits. Coos County Nursing Home consult / safety discussion. Discussion ref having a drill. White Horse attending Council meeting tonight. A number attended the Law Enforcement Memorial: was very well attended.

VII. Public Comments: None.

VIII. Adjournment of Public Meeting: At 2:58 p.m., Comm. Morin motioned, with a second by Comm. Tremblay, to move into non-public session per RSA 91-A:3 II (a), (b), and (e). The Commission entered non-public session by roll call vote with all members voting in the affirmative. Public session reconvened at 03:42 p.m. There were no decisions made in non-public session, and minutes were sealed on a motion by Comm. Tremblay, seconded by Comm. Morin, carried unanimously by

Comm. Nault, as their release could adversely affect the reputation of a person other than a member of the Commission.

Comm. Morin then motioned, with a second by Comm. Tremblay, to adjourn the public meeting; so moved. The next Commission meeting will be held on Monday, **July 17, 2023 at 02:00 p.m.** Scheduled work session for Monday, June 19, 2023 at 02:00 pm to go over Personnel Policy.