**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, JANUARY 5, 2017**

**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 7:34 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 December 1, 2016:** Minutes were unanimously accepted as printed, on a motion by Comm. Tremblay, seconded by Comm. Morin.

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

**V. Old Business**

1. **Department Meeting:** The meeting went well. There was very good employee input on where the department is headed, goals and objectives, and areas that could improve. Don Valliere was recognized at the meeting for his years of service, as well as Denise Valerino for her past service as bail commissioner.

1. **Dispatch Maintenance Agreement:** New information about the maintenance agreement and recent radio issues brought to light the need to get the agreement offering whole instead of partial coverage. Whole coverage binds Ossipee Mountain Electronics (OME) to a response time frame of four hours for an emergency situation. With partial coverage, the PD would be placed on a list, and OME would respond when they are able. In some cases response time could be days, and that is not an option.
2. **ILO Position:**  SE Officer Jenn Lemoine met with the employees at the Fusion Center, and the interview went well. Jenn will be working as the grant-funded ILO officer. ILOs are responsible for critical information dissemination, and this position benefits the entire North Country.
3. **Budget:** The budget was presented with the information currently available; not all insurance rates are in, and those will have an impact of the budget. Comm. Nault stated the increase to the radio repair line item for the dispatch radio maintenance agreement equates to a third of the operating cost increase, and it is important to note that the radios serve several other city departments as well.
4. **Outside Overtime & Detail Rate:** The PD’s outside overtime line item is spent, and the chief will be going before Council to request additional funding. In the past, the mayor directed the account be run in the red, because it is offset by revenues generated by outside details. The chief is not sure if the same will apply this year but is notifying Council to maintain transparency.

At last month’s meeting, the detail rate was increased to $65. The chief was since contacted by the mayor who asked that the Riverdrivers rate remain at $57, since they had made arrangements for services prior to the rate increase. The chief advised he would not have been able to justify the lower rate had they not made prior arrangements. The Riverdrivers will be responsible for the new rate once this hockey season ends. The chief would also like to meet with Mark Dorval monthly to discuss logistics and expectations.

1. **Paging System**: Configuration of the new system was a little more involved than anticipated, but it is up and running.
2. **Other:** AVH Meetings:Lt. Godin continues to meet with AVH to develop consistency with IEAs and threat assessment processes.
	* Safety Committee: The chief will bring the issues of a traffic light at the intersection of Hillside/Wight and changes on OHRV laws to the committee.
	* District Court: The deputy chief heard from the court administrator for Judge Kelly; she assured him that the PD’s concerns have been recognized, and appropriate action will be taken.
	* Don Valliere Retirement: In previous year’s negotiations, Don requested changing his status from union to non-union, in order to have his health insurance paid from age 62-65; that request was voted down by the Commission, as they would not agree to incur the cost of his health insurance for three years. Had his request been approved, Don’s intent was to retire at that time; it was not approved, so he continued to work. This year, language existing in other contracts for insurance coverage from 62-65 was added to the PD’s contract with an effective date of July 1, 2017. Early on in these negotiations, the chief agreed to pay 80% of one month’s cost of a single-person health insurance plan for Don. This affected Don and no other employee; it would be in the City’s best interest, and would not incur additional expense. At that time, the agreement secured a January 1 commitment date to retire which would save the PD from paying 80% of a two-person plan, in addition to not having to pay $1,500 for his contractual medical stipend. It would also provide a buffer for the insurance cost for Don’s replacement; the expense could potentially have been for someone on a family plan but ended up being a medical stipend, as Dan Arguin is eligible for not taking the City’s insurance. The expense for Don’s one month of insurance was treated as department expense authorized by the chief and confirmed by Comm. Nault, as is customary; but where it was part of negotiations, the City requested an official record. Discussion ensued. As it resulted in savings, Comm. Morin moved to approve the expense and Comm. Tremblay seconded, advising that in the future, they would like to be notified in advance for this type of issue.
	* Milan Contract: The chief requested buy-in from Union employees at the department meeting. There will be more work for Lisa behind the scenes which will require adjustment of the Milan stipend, but this will offer the opportunity for new growth for the department. The current contract provides eight hours of coverage each week, which includes DARE Officer work at the Milan school.

**VI. New Business**

1. **Pistol Permit Procedure**: The chief highlighted changes to the application process; Berlin applicants are now responsible for contacting their references.
2. **New Portable Breath Testers (PBTs)**: Four have been received, and this eliminates the sample capture tube procedure.
3. **DCYF Procedure:** DCYF employees spoke at the department meeting and provided training on procedural changes. One major change is that when contacting the PD, they can no longer just fax information over; they must now have direct contact with officers.
4. **DWI Blood Draw Procedure:**  The law has changed, and people now have the right to request an immediate blood draw.
5. **Computer Virus/Generator:** Two computers were recently infected, and the viruses were removed without any loss of data.

The PD generator had issues with alarms and a low coolant reading during the recent storm. The problem was more than just low coolant, and the generator required servicing. The generator on Cates Hill also had voltage regulator problems which have been resolved.

1. **Training:** A total of 840 training hours were completed in 2016.
2. **Milan Contract: (**see Old Business, Other**)**
3. **AVH Antenna Contract:** The annual antenna site lease contract has been renewed.
4. **ATV 110 Request:** The State is being petitioned to allow the trail system to go further up Route 110, just before the 50 mph zone.
5. **Monthly Statistics:** Statistics were reviewed; the need to clarify verbal argument calls and domestic violence calls is being addressed.
6. **Correspondence:** The US Marshall’s Office asked the PD to sign off on the NH Joint Task Force MOU. This pertains to the two agencies working together in this area and does not incur any additional liability for the PD.
	* Thank you letters were received from AVH CEO Mike Peterson for officer professionalism during a recent case; from the FBI for our working relationship; and from Darrell Vachon for services rendered. SRO Steve Arsenault also received a letter for assistance rendered at the Middle School.
7. **Other**: A resident recently contacted the PD about the availability of a Polaris four wheeler; the deputy returned the person’s call, reached his voice mail, and left a message asking what needed to be done. The individual did not return the deputy’s call, however, and has implied that the PD lost out on the deal because no one got back to him. The chief has since learned through his wife--who works for Polaris--that there was never any such deal available. The chief mentioned this to dispel any rumors, and the PD continues to watch for grants for ATVs.
	* The chief was recently contacted by a businessman who is considering locating a new business in the area; they met to discuss his security needs and concerns.
8. **Public Comments**: None.
9. **Adjournment of Public Meeting:** At 8:57 a.m., Comm. Tremblay moved, with a second by Comm. Morin, to go into non-public session RSA 91-A:3, II. (a) & (b); the motion carried unanimously by Comm. Nault. Det./JO Luc Poulin’s resignation effective January 7 was unanimously accepted on a motion by Comm. Morin, seconded by Comm. Tremblay, carried unanimously by Comm. Nault. Chief Morency was authorized to hire the certified officer candidate interviewed today, provided he meets all requirements and contingent upon the contents of his prior personnel record which the department has not yet received, on a motion by Comm. Morin, seconded by Comm. Tremblay, carried unanimously by Comm. Nault. So moved.

At 9:20 a.m., Comm. Tremblay motioned, with a second by Comm. Morin, to move back into public session and adjourn. Topinion, but ern is thatceivingcil will go along with the numbers, but the 2-and-2 is what the chief wase commission Comm. UrbThe motion carried unanimously by Comm. Nault. The next meeting is scheduled for Thursday, February 2, 2017 at 7:30 a.m.