**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, NOVEMBER 1, 2018**

**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 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 October 4, 2018:** The spelling of Micucci will be corrected; the minutes of October 4, 2018 were unanimously accepted as amended, on a motion by Comm. Morin, seconded by Comm. Tremblay.

**IV**. **Monthly Financial Report:** The report was reviewed and unanimously accepted as printed, on a motion by Comm. Tremblay, seconded by Comm. Morin. Overtime expenses are expected to decrease with the return of two officers currently out on injury leave. The Department is also absorbing the cost of the contractual wage increase.

JoAnn Therriault has given her official letter of intent to retire in December. Her position will be filled by Dispatcher Hollie Walters, who has been partially cross-trained in the position. Hollie will work alongside JoAnn during the month December, and her full-time dispatch position is slated to be filled by Part-Time Dispatcher Beth Bouchard. There is also currently a part-time dispatcher in training to assist in filling Shelli Fortin’s absence. All of these matters have financial implications.

**V. Old Business**

1. **Opioid Nuisance Ordinance:** The ordinance was read and passed at a public hearing; there were no objections.

1. **Firing Range**: Concerns have been addressed; insurance rates will not increase, and the land will be transferred. The Department is awaiting the final contract from Nancy Bell. If the land becomes taxable in the future, the cost will be shared between the Police Department and AV Fish and Game.
2. **Furnace:** The PD previously requested $30,000 in capital improvement funds for furnace replacement, and it was awarded $10,000 to maintain the current boiler. Last week, lines became plugged, and the pump for the Rec Department’s furnace failed. Lines are now scheduled to be replaced at an estimated cost of $4,600.
3. **Vehicles**: Both new cruisers are now at the PD; the set-up process will be completed by Ossipee Mountain Electronics. The PD has been short one vehicle since the deer accident, therefore the Dodge Charger will remain in the fleet for the SRO and details.
4. **Hiring Process:**  A process has been scheduled to establish a hiring pool. The deadline for applications is November 10; written and physical tests are scheduled for December 5, 2018.
5. **Other:** Drug Take-Back Day: Results were somewhat less than last year, but the PD has also been taking in drugs all year via the drop-off box in the lobby.
   * A meeting will be held today to discuss the viability of the Restorative Justice program.
   * Det. Lemoine met with personnel from other agencies participating in Granite Shield program, providing instruction on justification and use of funds.
   * Officers serving and who have served in the military have been given pins for their uniforms which identify their respective branches. Pins are identifiable by other military service people and are known to have had positive impacts on communications in crisis situations.

**VI. New Business**

1. **Annual Report:**  The report was reviewed. Chief Morency stated it is tough to advise the public of problems being addressed in their community without creating a sense of panic.
2. **Capital Improvement Projects:**  The chief outlined the tentative list of projects, noting it is a wish list at this point and will be scheduled for review with the city manager.
3. **91-A Requests:** A new request was received and is being addressed. The former request required an additional extension and is limited due to the involvement of a juvenile file.
4. **Operation Stonegarden:** Funding is more than anticipated and will allow for sixteen patrols. Additional details will be available for next month’s meeting.
5. **AVH Opioid Intake:** AVH is one of nine New Hampshire hospitals approved as an intake location. It is a spoke in the wheel of the treatment process, and the area should be pleased to have been chosen as an access point. There will be public meeting on the subject on December 13, 2018.
6. **Department Meeting:** The annual meeting and training session will be held at Heritage Park on December 14. It is the one opportunity for all personnel to be together to discuss Department goals and objectives, and to voice their concerns on events that have transpired throughout the year.
7. **Statistics**: Statistics were reviewed. The PD tries to be proactive but often ends up being reactive.
8. **Correspondence**: The chief advised of available upcoming training sessions and graduation ceremonies.
   * NHPSTC now requires frangible ammunition for training, which is more expensive.
   * The State is looking into increasing funding for the Task Force and has requested wage and benefit information.
   * JoAnn Therriault has submitted her formal notice of retirement.
   * The PD received evaluation forms regarding Judge Boyle; Prosecutor Daisey and Corey Riendeau will complete them.
9. **Other**. Milan Contract: In consideration of all cost items which impact the contract, including insurance and recent PD contractual wage increases, the annual fee will be increased by 1%.
   * River Fire went very well and had excellent attendance.
   * Chief Morency informed the Commission of a recent case involving a threat at the School Department.

1. **Public Comments**: Claire Stiles provided a copy of her letter to City Council dated October 23, 2018, advising that she is providing it for informational purposes only. She clarified that her previous letter to Council was erroneously directed to the Safety Committee and wrongly forwarded to the PD for a review of safety issues. Safety concerns were adequately addressed at the time the ordinance was passed and were not the intent of her letter. She is now asking Council to address her first letter with respect to its original intent: requesting that Council consider conducting a survey of residents, giving them the opportunity to respond anonymously as to the impact of increased ATV activity on their quality of life since the ordinance was passed.
2. **Adjournment of Public Meeting:** At 9:05 a.m., Comm. Tremblay motioned to go into non-public session per RSA 91-A:3, II. (a); 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, and minutes of the session were sealed unanimously by roll call vote pending review of forthcoming information, as the divulgence of information at the present time could adversely affect the reputation of a person other than a member of the board itself. Public session adjourned unanimously on a motion by Comm. Tremblay, seconded by Comm. Morin.