**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, AUGUST 10, 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 7:32 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 June 1, 2017:** Minutes were unanimously accepted as printed, on a motion by Comm. Tremblay, seconded by Comm. Nault.

**IV**. **Monthly Financial Reports:**  Approximately $100,000 in savings at the end of the FY’17 budget has been turned back to the City; of that, $63,000 came from insurance and other benefits; $19,000 from gas; $11,000 from RZR funding, and additional amounts from overtime and auxiliary. The report was accepted unanimously, on a motion by Comm. Morin, seconded by Comm. Tremblay.

**V. Old Business**

1. **Police & Dispatch Services for Gorham:** Gorham’s interest in the subject began last October, with the Town voting in January in favor of a study. March brought Gorham’s decision to establish a study committee; however, a committee was never formed. Instead, Chief Cyr was directed to begin meeting with Chief Morency, and meetings began in May. Specific needs were outlined nine weeks ago, at which time Chief Cyr began working on the request for proposal (RFP). Chief Morency received the RFP yesterday, August 9, which leaves only six weeks to develop a proposal and have it approved by Commission and Council. Discussion ensued. Chief Morency will have a rough draft ready in two weeks, and commissioners agreed to meet on August 30 at 7:30 a.m. for review.

1. **Memorial Golf Tournament:** The tournament is set for September 8, 2017.
2. **Phone System**: Because this is an extensive project that could expand to other parts of the city, Jim Wheeler requested a waiver of the City’s procurement policy in order to have the ability to bring in someone experienced to design a plan.
3. **Traffic Safety Committee:** Crosswalk lights at the Hillside/Wight intersection should be in place by the end of next week.
	* Riverside Drive Signs: A legally blind person has requested signs be placed near the crosswalk by the WMCC. Line-of-sight, average speed, and braking distance measurements were taken, and the City will be taking reasonable measures to meet her request.
4. **Decriminalization of Marijuana**: Decriminalization has passed, and the Attorney General’s Office is asking law enforcement to continue compiling information regarding any resulting complications.
5. **SOP Update Status**: 107 policies were reviewed and amended. Eight remain and should be completed by September.
6. **Other:** The DWI roadblock went well, and feedback has been positive.
	* The radar cart is temporarily out of service but will be repaired shortly.
	* Chief Morency’s term on the NHPSTC will begin in September.

**VI. New Business**

1. **Firing Range Mitigation Plan**: The PD is working on a plan and has already installed berms to assist with containment. The deputy has been in touch with Chapman Scrap, and they may be able to assist.
2. **Highway Safety Grant Cuts:** $36,000 in grants was applied for, and the deputy received word that the PD may receive half that amount. Official figures will be available in January.
3. **NHPSTC Grants:** NHPSTC grants are no longer available, because the organization is now funded by the general fund instead of penalty assessments. The BPD averaged approximately $2,000-$6,000 in previous training grant awards.
4. **Side-by-Side Four Wheeler:** The Can-Am four wheeler contract with Dalton Mountain Motorsports is in place, and the PD has use of the vehicle for one year with option to buy at the end.

1. **Memorial Wall Repair:** The wall is pushed-out and will be repaired by the original builder. The cost to repair will be $700 and will be covered by the Memorial Fund, at no cost to the City. Paver bricks will also be added along the front wall; due to the new design layout in front of the PD, people consistently cut across the mulched area to get to the building, instead of using the sidewalk.
2. **Fire Chief Oral Boards**: Chief Morency was a member of the board. A new chief has been chosen, but no official notification has been announced yet.
3. **Electronic Encryption for Records**: JoAnn Therriault is receiving more and more requests for files to be sent electronically. Jenn Cloutier is looking into options for encryption software.
4. **Medical Addiction Treatment**: Ken Gordon of CCFHS is currently proposing treatment by Suboxone and Methadone.

(Commissioner Morin was excused at 8:20 a.m. for an appointment.)

1. **Driver Information Releasable by Law**: Information is now releasable.
2. **ATV & RZR Festivals**: The chief advised that these events are above and beyond the department’s normal duties. He stated he is very proud of Deputy Chief Buteau, Lt. Jeff Lemoine, and Dispatch Supervisor Jenn Cloutier for their handling of the ATV Festival which ran like clockwork under their supervision. He credited the entire PD, noting that the Department of Homeland Security also took notice and contacted him, asking to use the PD’s planning strategy for their curriculum.
3. **ILO Grant**: The PD has applied for $30,000 in grant funding for this fiscal year.
4. **Granite Hammer Past & Present**: The State is very happy with the way agencies have been working together. Unfortunately, out of five million dollars available for Granite Hammer, approximately one million will be earmarked for local agencies. Berlin has applied for $60,000.
5. **Monthly Statistics**: Statistics were reviewed.
6. **Correspondence**: NHPSTC requested the BPD’s assistance with staffing; as much as the chief would like to send someone to assist, the PD does not have the resources available.
	* AVH Antenna Contract: AVH dropped training language from the renewal contract that was included in the original. Chief Morency clarified terms with AVH; the intent was the same, and the PD will still provide training.
	* Asset Forfeitures: The rules have reverted, and the feds are once again seizing assets.
	* Thank you notes were received from Emily Theriault for her Memorial Scholarship and Councilor Nelson for the PD’s support during the ATV Festival.
	* Cruisers: Each cruiser will be equipped with a CO2 detector that plugs into the power outlet. Ford engineers are currently blaming the CO2 issue on the additional work done during cruiser set-ups, but that remains to be proven.
	* Opioids: Statistics from the State show that opioid overdoses in Coös County are decreasing, but Narcan administration by ambulance and ER personnel is going through the roof.
	* The PD’s AFIS (fingerprint) machine had a virus which has been removed.
	* This year’s IACP training will be held in Philadelphia.
	* Gene Griffin recently assisted with the take-down of a suspect.
	* Norman Brown asked if officers would be able to assist with traffic crossings at Santa’s Village, but the BPD does not have the resources.
	* CAC Fundraising: The Bear Cat will be included at this year’s Touch-a-Truck event; and the BPD will not be participating in their Beards for Bucks fundraiser.
	* Jenn Cloutier highlighted recent activities with the First Net program.
7. **Other**: Paul Ingersoll generously donated a light bar for the side-by-side. The donation was accepted on a motion by Comm. Tremblay, seconded by Comm. Nault.
	* There were six WMCC internships this year, and they went very well.
	* Primex conducted simulator training this week.
8. **Public Comments**: None.
9. **Adjournment of Public Meeting:** At 9:05 a.m., Comm. Tremblay moved to go into non-public session per RSA 91-A:3, II. (a); the motion was seconded and carried by Comm. Nault. Public session re-convened at 9:20 a.m. on a motion by Comm. Tremblay, seconded by Comm. Nault. There were no decisions made in non-public session. Comm. Tremblay then motioned to adjourn, and the motion was seconded and carried by Comm. Comm. Nault. The next regular meeting will be held Thursday, September 8, 2017 at 7:30 a.m.