**BERLIN POLICE COMMISSION**

**MONTHLY MEETING**

**PUBLIC SESSION**

**DATE: THURSDAY, DECEMBER 7, 2017**

**TIME: 9:00 A.M.**

**PLACE: BERLIN POLICE DEPARTMENT CONFERENCE ROOM**

**I. Call to Order:** The meeting was called to order by Comm. Nault at 9:00 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 November 9, 2017:** Minutes were unanimously accepted as printed, on a motion by Comm. Tremblay, seconded by Comm. Nault.

**IV**. **Monthly Financial Reports:**  Chief Morency advised that Car 4 needs a new water pump; as it is an older vehicle, it has been removed from the fleet and will be repaired by the PWD for use by other departments. The next new vehicles will be introduced into the rotation differently, and a study will be done to determine which method is more cost effective. The report was unanimously accepted, on a motion by Comm. Tremblay, seconded by Comm. Morin.

**V. Old Business**

1. **Phone System & Bid:** A pre-bid meeting with vendors took place this week. Bids are due by December 29, 2017.

1. **Drug Task Force Resolution:** The resolution had its first read, and it will have its second on December 18. The Coös County Delegation will meet on the 11th to determine their contribution.
2. **Secure Training**: Training was conducted with members of the Androscoggin Valley Hospital, and the topic will carry over to tomorrow’s Department meeting. The goal is to address communication concerns and break down the roles of each agency’s members.
3. **Hands of Hope Award:** One individual is selected from each county, and Sgt. Hollie Dube was selected as this year’s Coös County recipient. The ceremony went well and served as a reminder of how much Sgt. Dube has done and continues to do for the community.
4. **NHPSTC Strategic Planning Report**: A copy of the report will soon be distributed to law enforcement agencies.
5. **Other:**  Memorial: Brodine Studios apologized for the delay in scheduling maintenance for the PD’s memorial. They have committed to completing the project before the next Police Memorial Day.
   * The deputy chief attended the Highway Safety Luncheon; it was well attended, and the importance of Highway Safety was highlighted.
   * Capital improvement requests have been submitted to the city manager for review.

**VI. New Business**

1. **School Resource MOU**: There were no changes made, and the annual agreement was signed.
2. **Ossipee Mt. Equipment Review:** Ossipee has advised of a need to review the PD’s back-end radio equipment. Some items, such as DIUs which interpret between digital and analog signals, are expected to reach the end of their useful life by December 2018. Replacement parts, however, will not be available through 2018, and Ossipee is recommending that spares be purchased. Average life expectancy for these items is 15 years.
3. **Drug Court:** Drug Court will be in place as of January 1. The prosecutor has been working with the court, and there will be a learning curve for all.
4. **New Hire:** The Commission officially welcomed Officer Eoin Stapleton on board. Officer Stapleton comes to the BPD from the Whitefield PD and is fully certified. He is also a member of the US Marine Corps.

1. **Lethality Assessment Training:** Lethality assessment forms are given to domestic violence victims to complete and are a tool used to assess what additional resources may be needed. The process will be reviewed at the Department meeting.
2. **Department Meeting**: The annual mandatory meeting will take place at Heritage Park tomorrow at 7:30 a.m. The meeting provides training as well as the opportunity to review the year, identify strengths and weaknesses, and discuss and determine how to better serve the community. It is the one opportunity where everyone in the Department can be together to voice their concerns and work together.
3. **Homeland Security Safety Grant**: Chief Morency received notification of a grant, and needs will be discussed at the Department meeting.
4. **Milan Dispatch Agreement**: When additional personnel become involved with providing services to Milan, the manner of logging calls changed and somewhat skewed the year-to-date comparisons for the last few months. The actual increase is approximately 4%.
5. **Restorative Justice Program**: The School Department is looking into options to implement a court diversion program. This would increase communications between the prosecutor and school system.
6. **Police Officer Testing Process**: To date, three of sixteen applicants responded that they will participate in the upcoming process
7. **Other**: Jen Lemoine is attempting to organize a Make-A-Wish hockey game between the PD and the prison.
   * The FY’19 budget process is underway.
   * Monthly statistics were reviewed.
   * The chief highlighted upcoming Safety Committee signage concerns.
   * Correspondence: The Gorham Middle School has asked for a donation for their alcohol free alternative event; the PD cannot make a donation, but the chief is looking into providing services.

- Sgt. Hollie Dube has requested to attend command series training at Roger Williams.

- Chief Peter Pelletier submitted a thank you letter for the PD’s assistance with his department’s FTO program.

- The next Primex Summit will be held May 9-10, 2018.

- Cpl. Josh White has expressed an interest in drug work and is asking to attend training.

- Garth & Chantal Woods submitted a thank you letter for Cpl. Joe Priest’s assistance with a family issue.

1. **Public Comments**: None.
2. **Adjournment of Public Meeting:** At 10:45 a.m., Comm. Tremblay moved to adjourn; the motion was seconded by Comm. Morin and carried unanimously. The next regular meeting will be held Thursday January 5, 2018 at 7:30 a.m.