

**BERLIN POLICE COMMISSION
MONTHLY MEETING
PUBLIC SESSION**

DATE: THURSDAY, JANUARY 6, 2022
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 7:30 a.m.

II. Roll Call: Commissioners Jerry Nault, Marc Tremblay, and Pierre Morin were present.

Others Present: Mayor Paul Grenier, Chief Buteau, Captain Lemoine, Lt. Roy, Cpl. Noah Dumas, Jennifer Cloutier, Beth Buteau, Jake Buteau, Abbie Buteau, Livvy Buteau, and Michaela Buteau participated via zoom.

Recorded by: Kimberly Bijeau

III. Chief's Oath of Office: Daniel R. Buteau took and subscribed the Oath of Allegiance and the Oath of Office as the Chief of Police for the City of Berlin.

IV. Acceptance of Minutes of December 2, 2021: Several corrections were made including: under the adjournment section it had stated that Comm. Morin both made the motion and seconded the motion. A correction was made with reference to the December 21st Twilight moment of silence; change from "silent". The word initial was changed to initially under the correspondence section with reference to body cameras. Lastly, under section J; one of the Walmart's was changed to Walgreens. Minutes were unanimously accepted on a motion by Comm. Tremblay, seconded by Comm. Morin.

V. Monthly Financial Report: The reports were reviewed and unanimously accepted on a motion by Comm. Morin, seconded by Comm. Tremblay.

VI. Old Business

A. Berlin EMS Contract: The number of CFS have increased significantly. Berlin EMS is still in the middle of negotiating a contract with Chief Watkins. CFS noted to be up 58.5%.

B. AVH Tower Meeting: Discussion reference to continuing to use the Cates Hill tower vs going with a new tower. Equipment on the current tower is getting old. Jenn provided an update with reference to the meeting with AVH. AVH is willing to sell the tower to the City for \$1. The City has approximately 75% of the equipment on the tower and maintains the tower. The condition of the tower was evaluated by OME approx. 3 years ago. The base had been crumbling but has been repaired. The tower is overloaded with equipment. If purchased from AVH it would remove 25% of the equipment.

C. Union Negotiation Continuation: Talks had stalled but discussion continued last month.

D. Other: Nothing

VII. New Business

- A. Non-Union pay increase:** The City agreed to give a 1.5% pay increase to Union employees. Non-Union employees follow either contract and had received 1% in July. Non-union employees were brought up by 0.5% so as to also receive the total 1.5% pay increase.
- B. ILO Grant:** Signed for another year and Tim Godin will continue as ILO. Substance abuse funds were also approved in the amount of \$26,500.
- C. Radio Problems:** Jenn provided an update with reference to the radio issues that had been going on for approx. 1 month. OME came to the PD three times before determining that a circuit board on the repeater had died. Multiplexer issue was also found. Everything is back up and running and there have been no further issues. Cost for the repairs is unknown as the department has not received the bill. Jenn advised that it is time to invest in equipment on the Cates Hill tower. It is believed to have been 20 years since the department received the large grant for the purchase of the equipment. The equipment grant had come after 9/11 and the parts are no longer supported. Will look into possible Homeland security grants. OME is going to prioritize the needed upgrades.
- D. Signed Radio Contract with OME:** \$25,000 contract. Jenn advised on annual contract. Per contract OME comes up once a year to evaluate the Cates Hill tower and PD equipment. One time (x7) year increase \$7,500
- E. AVH Occupational Health Contract:** Contract covers labs, physicals, and drug urinalysis procedures.
- F. Department Meeting / Awards:** Honored Chief Morency as well as other awards. Employee of Year; Kimberly Bijeau. Officer of the Year; Lt Zach Howry. Call to Duty "Crime Fighting Award"; Eoin Stapleton. Call to Duty "Community Service Award"; Lt Hollie Dube. There were also two "Life Saving" awards given to Cpl. Dennis Gale. Will be putting together a Facebook post with reference to the awards. Training was provided with reference to the mobile mental health crisis team and officer wellness. Meeting believed to be a morale booster with good training.
- G. 2023 Budget Prep:** Have been working on the FY'23 budget. The deadline is the 21st. There was discussion with reference to the Commission meeting prior to that date to review the budget. The draft document can be reviewed in a non-meeting. (Non-meeting per RSA 91-A:2, I Circulation of Draft Documents)
- H. Noteworthy Incidents:** Stabbings; there have been a couple in the past month. There was discussion in reference to two (2) suspected overdoses within the past week. One subject in his 20's and the other was an older subject. Determination as to whether it is determined to be an actual overdose based on pending toxicology report. Typically deemed fentanyl OD when the toxicology comes back. There was mention of a 3rd OD in

Portsmouth that had been linked to Berlin. Discussion reference an untimely from 3 weeks ago with no suspected drug use on the scene. Discussion with reference to catalytic converter thefts coming back.

I. Statistics: Statistics were discussed: burglaries are up. Discussion with reference to a number of reported sexual assaults. Juvenile incidents are up; not believed to be linked to the lack of an SRO in the schools due to the fact that the schools are still calling to file the reports. Once again contributed to Covid and people starting to get back out and back to school. Parking tickets up: due to winter parking ban.

J. Correspondence: Chief Buteau highlighted several training opportunities and thank you letters.

- Comm. Nault shared a letter that he received. When the commission is approached by a citizen the complaint is referred to the PD. Complaint with reference to people parking on the sidewalk in subject's neighborhood. The complaint will be forwarded to dispatch and an officer will look into the issue.
- 91a request received requesting a copy of all of Chief Morency's contracts. A copy of the contracts were released.
- Sent out thank you to After School Program; Troy Sanschagrin in reference to Christmas cards. 2nd thank you to Sheriff Valerino for coverage during the department meeting. 3rd thank you to State Police Lt. Prince for assistance with coverage during recent stabbing.
- MADD annual awards ceremony
- Dumas incident during Christmas. Father choked and Noah's training kicked in and he was able to clear the obstruction. Letter received from Noah's mother.
- Untimely Child deaths process memo from AG office. Captain Lemoine will handle memos from the AG's office to keep protocols organized.
- Participated in Twilight Event on Dec 21st.
- Survey from NACOP that Chief Morency participated
- Shared a few of the Christmas cards that the PD received.
- Program acknowledging our officers that serve; officers wear service pins.

K. Other: Hiring ongoing: Lt Roy provided update with ref to the two vacancies. Currently trying to get backgrounds done. Have issued two conditional officers. Promising candidates; one from Conway and another from Indiana. No longer need to have a physician sign off prior to pre-employment testing. The City's Attorney drafted a release for candidates to sign to cover liability. Police app and Indeed have both been used to find qualified candidates. Lt Roy in charge of hiring and training.

- a. Mention of Chief's escort
- b. Retirement and transfer of firearm. Officer's sidearm becomes a part of his being throughout career. Traditionally the firearm is transferred to the officer upon retirement. Chief Buteau drafted a more official form to formalize the transfer. The Commission reviewed same. To be used when an officer retires and not when an officer resigns to transfer to another department. Motion entertained to vote in the policy by Comm. Morin, 2nd by Comm. Tremblay.
- c. Plan to update the Personnel Policy.
- d. Chief Buteau read an acknowledgement with reference to Chief Morency's years of

service and thank you to members of the department and the citizens of the City of Berlin for their continued support.

Public Comments: Mayor Grenier spoke with ref to the need for updated radio equipment. There was discussion in ref to Kilkenny and the unincorporated regions up Success. Areas are covered by our dispatch for Fire and Ems services. Monies available through White Mt National Forest and the NH Charitable – Tilison fund. 6.1 Million \$ from Arpo funding; ½ to County and other 1/2 to the 3 districts within the County.

VII. Adjournment of Public Meeting: At 9.01 a.m., the meeting adjourned unanimously on a motion by Comm. Tremblay, seconded by Comm. Morin. There was not a need for a non-public meeting. The next monthly meeting will be held Thursday, February 3, 2022.