

**Town of Auburn**  
**AUBURN POLICE COMMISSION PUBLIC MEETING MINUTES**  
**October 3, 2023**

**D. Dion** – calls the meeting to order at 6:45 PM and leads with the Pledge of Allegiance.

**Present:** David Dion, Police Commissioner, Joseph Rossino, Commissioner, Patrick Bergeron, Commissioner, Chief Pelton, Lieutenant Chabot and Lillian Deeb.

**Also Present:** Neighborhood Watch Leader, Steve Grange

**NEIGHBORHOOD WATCH UPDATE**

**D. Dion** – mentions because it will be a longer meeting asks if can take NW so Mr. Grange can leave. **S. Grange** -updates commission there was 15 new members signed up at Duck Day and mentions needing to reschedule meeting. He further mentions, Melissa has the list and member groups pretty much complete and once able to reschedule will get out to other leaders. **S. Grange** – mentions were able to recruit some people for Citizen Academy on Duck Day.

*Mr. Grange leaves meeting.*

**D. Dion** - motion to go into non-public pursuant to RSA 91-A:3, II (c) at 6:49 pm. **J. Rossino** – seconds and polled the members present and received the affirmative from all. **Motion passes.**

**Public meeting resumed at 7:20 pm.**

**D. Dion** – motion to seal the non-public meeting minutes. **P. Bergeron** – seconds. All in favor. **Motion passes.**

**REVIEW MINUTES**

**P. Bergeron** - motion to accept Public Minutes of September 5, 2023, as presented. **D. Dion** – second. All in favor. **Motion passes.**

**P. Bergeron** - motion to accept Non-Public Minutes of September 5, 2023, as presented. **D. Dion**– second. All in favor. **Motion passes.**

**CHIEF'S REPORT**

**Chief** – comments Officer Nightingale who was hired last month is doing his FTO. He mentions the pistol change over is going good and is well received with officers doing very well. Officer Blurton is trainer and almost all of the full-time officers have been trained. He further mentions Officer Gardner and K9 training is going well and once Officer Gardner completes this he will be on to drug training. He wants to say Spring but not exactly sure and will let commissioners know for certain. He indicates there is a Drug Take Back event on October 28<sup>th</sup> from 10 am to 2 pm, and again mentions the dates and times for Trick or Treat and Trunk or Treat events.

## **LIEUTENANT'S REPORT**

**Lt. Chabot** – comments on the 849 calls for service, 14 investigative reports and 127 motor vehicle stops, mentioning it was a routine month, commenting Auburn doing well considering.

**Chief** – mentions many local agencies are having difficulty hiring and feels fortunate Auburn has been extremely successful hiring personnel.

## **OLD BUSINESS**

**D. Dion** – looks to begin the budget presentation.

**Chief** – comments Mr. Rossino had information to update commissioners on. **J. Rossino** – updates the commission on progress looking into a crosswalk at Manchester Rd, rail trail. He explains he spoke to Mike O' Donnell who is going to assist with the three-step process. He explains the step and mentions O'Donnell is going to assist with the traffic study. He mentions costs associated with such an undertaking and the possibility of filing for grant funds to assist.

**Chief** – suggests once Commissioner Rossino receives the traffic study, he should meet with the town's Highway Safety Committee. **J. Rossino** – mentions once he has Study, he will reach out to find the date and time committee meets.

**Chief** – explains this year's presentation will include payroll and mentions if there are any questions to feel free to ask. He mentions the budget overall is marginally up. He explains the Finance Director assisted in verifying and checking numbers. **L. Deeb** – comments on the new overtime line.

**D. Dion** – motion to fund 01-4210-1-110-1 Chief's Salary at \$118,398. **P. Bergeron** – second. All in favor. **Motion passes.**

**D. Dion** – motion to fund 01-4210-1-110-2 Full-time Officer Wages at \$385,174. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-1-110-3 Records Manager at \$57, 040. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-1-110-4 Officer Manager at \$63,614. **P. Bergeron** – second. All in favor. **Motion passes.**

**D. Dion** – motion to fund 01-4210-1-110-5 Police Lieutenant at \$109,524. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-1-110-6 Police Sergeants at \$159,957. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-1-110-6 Part-time Officer Wages at \$80,298. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-1-120-1 Overtime at \$84,130. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to level fund 01-4210-1-150-1 DUI Grant Patrols at \$5000. **P. Bergeron** - second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-1-150-2 Selective Traffic Control at \$4000. **P. Bergeron** - second. All in favor. **Motion passes.**

**D. Dion** - motion to level fund 01-4210-1-150-3 Police Witness Fees. at \$2000. **P. Bergeron** - second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-1-150-4 PD OHRV at \$1.00. **P. Bergeron** - second. All in favor. **Motion passes.**

**D. Dion** – motion to fund 1-160-1 Shift Differential at \$10,920. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-1-160-3FTO Shift Differential at \$2,600. **P. Bergeron** – second. All in favor. **Motion passes**

**D. Dion** – motion to fund 01-4210-2-220-1 Police Social Security \$12,078. **P. Bergeron** - second. All in favor. **Motion passes.**

**D. Dion** – motion to fund 01-4210-2-221-1 Police Medicare at \$14,605. **P. Bergeron** - second. All in favor. **Motion passes.**

**D. Dion** – motion to fund 01-4210-2-235-1 Police Retirement at \$263,015. **J. Rossino** - second. All in favor. **Motion passes.**

**L. Deeb** – asks for moment to confirm amount. **D. Dion** –motions to fund 01-4210-2-290-1 Uniforms at \$9,800. **P. Bergeron** – second. All in favor. **Motion passes.**

**D. Dion** – motions to fund 01-4210-3-340-1 Computer Services at \$34,205. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** –motion to fund 01-4210-3-360-1 Custodial Services at \$8,569. **J. Rossino** – second. All in favor. **Motion passes.**

**Chief** – explains the increase is due to peer-to-peer program and counselor on call. **D. Dion** - motions to fund 01-4210-3-370-1 Medical Services at \$2,700. **J. Rossino** – second. **Motion passes.**

**Chief** – comments on value of having a prosecutor and hasn't had an increase since 2019. **D. Dion** - motions fund 01-4210-3-390-0 Court Prosecution at \$23,000. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-3-390-1 Radar at \$2,350. **J. Rossino** - second. All in favor. **Motion passes.**

**D. Dion** – motions to level fund 01-4210-3-390-2 Radio Maintenance at \$5,400. **J. Rossino** – second. All in favor. **Motion passes.**

**Chief** – comment on new officers and training cost increases. **D. Dion** – motion to fund 01-4210-3-390-4 Training at \$5000. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-3-390-4 Photography at \$500. **J. Rossino** – second. All in favor. **Motion passes.**

**Chief** – comments Education Reimbursement is another contractual at \$4,000. **D. Dion** – motion to level fund 01-4210-3-390-5 Education Reimbursement at \$4,000. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-3-391-0 Public Relations at \$3,500. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – questions whether these are shared costs. **Chief** – comments most is shared building costs with FD. **D. Dion** - motions to level fund 01-4210-5-560-1 Plant Costs at \$7,000. **J. Rossino** - second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-6-610-1 Police Equipment at \$5,450. **J. Rossino** – second. All in favor. **Motion passes.**

**L. Deeb** – comments on the maintenance plan cost of the department copier entered into in 2016 increases every year and hasn't requested an increase. **D. Dion** – motions to increase fund 01-4210-6-610-2 Office Equipment at \$2,900. **J. Rossino** – second. All in favor. **Motion passes.**

**Chief** – comments looking for level fund postage. **D. Dion** - motions to level fund 01-4210-6-630-1 Postage at \$700. **J. Rossino** – second. All in favor. **Motion passes.**

**Chief** – mentions the slight decrease dropped subscription. **D. Dion** – motion to fund 01-4210-6-640-1 Subscriptions/Dues at \$4,000. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-6-660-1 Firearms at \$5,800. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-6-660-2 Police Supplies at \$2,250. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – questions whether the canine fund has been \$3000 for years is this an appropriate amount. **Chief** – affirms the amount will work. **D. Dion** - motion to level fund 01-4210-6-660-3 Canine Supplies line at \$3,000.00. **J. Rossino**– second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-7-710-1 Commission at \$100.00. **J. Rossino** – second. All in favor. **Motion passes.**

**L. Deeb** – comments on increase costs for toner. **D. Dion** – motion to fund 01-4210-6-670-1 Office Supplies at \$2,500. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level fund 01-4210-6-680-1 Advertising at \$200.00. **J. Rossino** - second. All in favor. **Motion passes.**

**D. Dion** - motion to level fund 01-4210-6-690-1 Other Contingencies at \$200. **J. Rossino** – second. All in favor. **Motion passes.**

**Chief** – explains he spoke to the Town Administrator about purchasing a cruiser this year, whether it is a full purchase or first payment. It was discussed that a decision would be made closer to the end of the year and suggested including amount. **D. Dion** - motion to fund 01-4210-7-700-1 Police Cruisers at \$69,670. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – motion to level 01-4210-7-700-1 Motorcycle approve line at \$1,500. **J. Rossino** – second. All in favor. **Motion passes**

**D. Dion** - motion level fund 01-4210-7-710-1 Cruiser Maintenance at \$14,630. **J. Rossino** – second. All in favor. **Motion passes.**

**D. Dion** – questions whether the fuel line is sufficient with the rising costs. **Chief** – explains department took the number of gallons used and predict this year to spend around \$34,000 and was comfortable with the \$36,000 but can't predict economy. **L. Deeb** – comments on the EIA predicted cost for 2024 and balanced it with average price paid. **D. Dion** – suggested re-visit at end of year mentioning commission would be comfortable with approving \$38,000. **Chief** – mentions approving proposed amount and tell Selectboard it may be adjusted before year end. **D. Dion** – motion to increase 01-4210-7-720-1 Cruiser Fuel to \$36,000.00. **J. Rossino** – second. All in favor. **Motion passes.**

## **NEW BUSINESS**

**D. Dion** – mentions employee evaluation. **P. Bergeron** - motions based on the satisfactory evaluation of MP Calvin Kapos and award him a step increase from Master Patrolman Step 5 to Step 6. **J. Rossino** – second. All in Favor. **Motion passes.**

**P. Bergeron** - motions based on the satisfactory evaluation of Sgt. Daniel Goonan and award him a step increase from Sergeant Step 3 to Step 4. **J. Rossino** – second. All in Favor. **Motion passes.**

**J. Rossio** - motion to adjourn at 7:56 PM. **D. Dion** - second. All in favor. **Motion passes.**

**Meeting closed at 7:56 pm.**

Minutes approved by \_\_\_\_\_ on \_\_\_\_\_.