

**TOWN OF AUBURN
AUBURN POLICE COMMISSION MEETING MINUTES
October 3, 2017**

Present: David Dion, Police Commissioner, Dennis McCarthy, Police Commissioner, Glenn Shaw, Police Commissioner, Chief Edward Picard, Lt. Ray Pelton, Lillian Deeb, Office Manager.

Also Present: Melissa Gates, Steve Grange, John Rolfe, Dale Philips, Mike DiPietro, and Tom Gonyea

D. Dion – called the meeting to order at 7:01 PM. He asks everyone to stand and leads the Pledge of Allegiance.

REVIEW THE September 5, 2017 PUBLIC MINUTES

D. McCarthy – motion to accept the minutes as presented. **G. Shaw** - second. All in favor. **Motion passes.**

NEIGHBORHOOD WATCH UPDATE

D. Dion – asks Mr. Grange if he has anything to address. **S. Grange** – comments things have been quiet, commenting on the one burglary last month. He mentions a communication that made its way to Jim and Carol and explains they were able to make sure that person's communication made its way to the right group leader. He further takes the opportunity to use the fact the meeting is now available to view on YouTube to offer a quick service announcement as to what the Neighborhood Watch is all about, how easy it is to join and with no commitment to time and explains the more people involved the more eyes are watching the neighborhoods. **D. Dion** – reiterated the contact information for anyone interested in signing up.

CHIEF'S REPORT

Chief – mentions the retirement party for Officer Fletcher that was last Friday, commenting on the great turn out explaining many of Fletcher's colleagues from Derry came. **D. Dion** – asks what officers will be taking over the motorcycle patrols Fletcher was performing. **R. Pelton** – comments Officer Kapos is certified. **Chief** – comments there is interest expressed from some of the newer officers to become certified. **D. Dion** – asks about the week-long class for certification, mentioned other officers that were certified including Mullaney and Rogers. **R. Pelton** – comments he is certified and the course is offered in Boston and a few other locations. **Chief** – comments on the few drug overdose calls Auburn had last month but comments Manchester continues to be hammered with overdose calls. He further mentions the agency had 820 calls for service last month and he is proud of officer's performance and mentions the budget looks great and mentions the burglary remains under investigation.

LIEUTENANT'S REPORT

R. Pelton – comments last month the department members completed AED/CPR training and thanks the FD for their assistance. He mentions the grants are wrapping up for this period and mentions the next round should be starting shortly which will take the agency into the holidays.

D. Dion – asks if Department is planning on the holiday DWI patrols. **R. Pelton** – confirms the department will be and explains discussions on the budget will be later in the meeting. He does however mention the anticipated expenditures the department plans on making as the budget season closes out. He also mentions the department still needs to purchase two radio repeaters, one for the station and the other for a cruiser that presently doesn't have one. **D. Dion** – asks if these are purchases that were already budgeted for. **R. Pelton** – confirms the purchases were approved and mentions the commissioners will see the radio budget line usage go up. He also mentions the one portable the department planned on purchasing. He also mentions the department is planning on changing out the duty weapons issued to officers, commenting the cost is around \$2000. **D. Dion** – asks if this is a trade-in and how many guns would it be. **R. Pelton** – comments he believes there is approximately twenty-two and mentions it is recommended changing over every five years and while some are only three years, some are eight years, many are at the five or six-year mark. He explains the process of the changeover and training and credit. He mentions the Trunk or Treat event is scheduled for October 29th, mentioning Town's Trick or Treat is from 1 pm to 4 pm and the Trunk or Treat event will be from 5 pm to 7 pm at the Safety Complex. He mentions the MRI recommendations that he completed this month, included the Multi-Purpose Vehicle Use. He comments seven recommendations remain and that five of them related to the Town and he plans on forwarding them over. He comments two recommendations remain, one is changing the existing policy of searches where the recommendations suggested making separate policy for different searches but he couldn't off the top of his head recall the last recommendation but recalls it was something fairly easy and plans to have this done by the end of the year. **D. Dion** – mentions his brief conversations had earlier with the LT. He comments discussions were that there was nothing out of line that the department was looking for, mentioning many if not all were level funded and asks if the workshop is necessary or could it be done at the regular meeting. **D. McCarthy** – comments he thought Selectmen wanted things done in October and ask Mrs. Phillips if she recalls when they will be meeting. **D. Phillips** – comments she can't recall the schedule but believes they have a meeting scheduled in two weeks. **D. Dion** – suggests scheduling a meeting in two weeks. **D. Phillips** – suggests she check what the schedule is and get back to the commissioners. **D. McCarthy** – comments typically they want to meet before November. **D. Dion** – recalls having presented in November. **D. McCarthy** – comments he will be fine with November and doing it with one meeting if Town is OK with that. **D. Dion** – comments there are no big items looking to discuss and department appears to have money remaining in the budget. **D. McCarthy** – comments on waiting before discussing what funds will be given back. **D. Dion** – mentions discussing the radar/speed monitor be considered. He asks if the department is still considering that, considering the warrant article didn't pass related to the funds for the radar trailer. **L. Deeb** – mentions she received a quote related to the small mountable units mentioning pricing was around \$2600. **D. Dion** – mention the radar trailer was \$15,000 with \$7500 funded by a grant. **L. Deeb** – comments this is just a sign. **D. McCarthy** – comments they are very effect tools to areas where there are speed problems. **D. Dion** – mentions a unit would be easier to set up and move around. **L. Deeb** – asks if the unit comes on a pole. **D. McCarthy** – comments the unit usually gets mounted on a sign post. **D. Dion** – asks if this can be looked into before the next meeting.

OLD BUSINESS

D. Dion – comments looks to Melissa for update on video recording the meetings. **M. Gates** – updates the commission that the recording began at the May meeting and had 227 views, June was 91 views and August there was 165 views. She comments in September they must have been boring because there was on 63 views. She comments it works really well and is easy to download and through trial and error moved the camera to the middle of the room to allow the

audio to be picked up all around the room and mentions there is real cost to do this. **D. Dion** – comments the commissioners had decided after a trial period whether to continue. He mentions he is supportive, liking that people unable to attend can see the meeting at a later date and doesn't feel there needs to be a motion from Commissioners but would like this practice to continue. **D. McCarthy** – comments not having a problem. **D. Dion** – comments when and if the Town decides all meetings for the town are filmed and set up something in the town hall the police commissioners will continue. **M. Gates** – mentions that initially she was contacted by a news outlet group commented on the first meeting posting, thanking the commission for putting this online. **D. McCarthy** -asks what happens to the thumb-drive after the meeting is posted. **M. Gates** – explains there is no reason to save because this is not the official record and that the next meeting is recorded over the last. **D. McCarthy** – reiterated we are not copying or storing and there is a process. He also commends Melissa on her recent Team Spirit award. **M. Gates** – thanks the commissioner, explaining it was the Helen Hiltz Community Service Award. **D. Dion** – explains Melissa supports and helps other groups in town, explaining she is very dedicated and thanks her for all she does. **M. Gates** – updates the commissioners on her most recent endeavor she had discussed with Chief Picard, related to Nixle our free version and looked into creating an app for the town called “Are you OK?” and although it costs money, it is an automated system that communicates with residents. She comments she learned Nixle has all these additional applications with for example notifications of road closures and such, explaining you built the program for the needs of the agencies and expects to work together with the different departments. **D. McCarthy** – comments on hearing about this from Ed Gannon, the fire chief. **G. Shaw** – comments on liking the idea of such a program.

NEW BUSINESS

D. Dion – comments the commissioners need to address a change of the MOU. **D. McCarthy** - asks if he has the motion language needed. **D. Dion** – comments he has the language but considers reading the letter everyone has the background on the change. **D. McCarthy** – comments the letter can be read into the record. **D. Dion** – reads a portion of the letter which indicates that the change deals with shift differential and schedule and that the change was developed together with the administration, union, town hall and town counsel. **D. Dion** - Motion for the Police Commission to ratify and approved this Memorandum of Understanding between the Town of Auburn and the Police Union amending Article 13.8 of the Collective Bargaining Unit concerning shift differential. **G. Shaw** – seconds. All in favor. **Motion passes.** **D. McCarthy** – comments for the record the shift differential is not a big budget item and he appreciates the administration management and the union working together with no budget impact. **D. Dion** – comments he signed and shows the documents to the other commissioners.

D. Dion – comments on the budget workshop waiting to hear back from Ms. Phillips.

D. Dion – comments the employee reviews are next. **D. McCarthy** - motions based on satisfactory review to award Jason Ientile a step increase from a Labor Grade 6, Step 4 to a Labor Grade 6, Step 5, **G. Shaw** – second. All in favor. **Motion passes.**

D. McCarthy - motions based on satisfactory review to award Calvin Kapos a step increase from a Labor Grade 7, Step 12 to a Labor Grade 7, Step 13, **G. Shaw** – second. All in favor. **Motion passes.**

D. McCarthy - motions based on satisfactory review to award Anita Lombardo a step increase from a Labor Grade 7, Step 11 to a Labor Grade 7, Step 12, **G. Shaw** – second. All in favor. **Motion passes.**

D. McCarthy - motions based on satisfactory review to award Daniel Goonan a step increase from a Labor Grade 11 Step 10 to a Labor Grade 11, Step 11, **G. Shaw** – second. All in favor. **Motion passes.** **D. McCarthy** – comments on Mr. Goonan's recent trip to Washington, commenting he did an excellent job representing the Manchester Fire Department and was very articulate.

D. Dion – asks before meeting closes if there is any public comment. **T. Gonyea** – mentions a few events that have taken place in the town that have resulted in road closures and the lack of notification that is made to the Post Office. He comments it creates a logistical problem for delivery and truck shipments of mail, although he realizes there are emergencies like accidents and downed wires and will ask this issue to be addressed by Ms. Phillips at the next Selectmen's meeting. **D. Dion** – comments the police department can make an effort to let him know when they know when roads will be closed. **M. Gates** – comments that road closures for events are approved through the Selectmen and he might check with them and will try and remember to call when emergencies call for it. **D. Philips** – comments there are problems with the roads being closed whether for planned event and emergencies that the Fire Chief isn't notifying the Police and Road Agent and that hasn't been happening. **T. Gonyea** – understands in an emergency road closure, the area needs to be avoided but planned events are different and talks about when the road was closed for construction for a period of days the letter carrier can make a route change in their deliveries and plan.

D. McCarthy - Motion to adjourn. **G. Shaw** – second. All in favor. **Motion passes**

Meeting closed at 7:33 pm.

Minutes approved by _____.