

**Town of Auburn**  
**AUBURN POLICE COMMISSION MEETING**  
**MINUTES**  
**November 7, 2017**

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

**Also Present:** Tom Gonyea, Steve Grange, Mike Rolfe, Karen Norris and Scott Norris.

**Absent:** Glenn Shaw, Police Commissioner

**D. Dion** – called the meeting to order at 7:02 PM. He asks everyone to stand and leads the Pledge of Allegiance.

**REVIEW THE October 3, 2017 PUBLIC MINUTES**

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

**NEIGHBORHOOD WATCH UPDATE**

**D. Dion** – welcomes Mr. Grange. **S. Grange** – comments things are quiet and there were no burglaries this month. He comments on the burglary last month and asks if there is any information on that. **R. Pelton** – comments on a few car break-ins reported but nothing further to report on that past burglary. **D. Dion** – asked if Mr. Grange has had contact with the Cloutiers. **S. Grange** – mentions an email related to a former member wanting to rejoin but that was all.

**CHIEF'S REPORT**

**Chief** – comments as Mr. Grange indicated there were no burglaries reported this month and mentions the 20 plus suspicious activity calls the department took, referring to the continued success he feels the neighborhood watch roles play with those figures. **D. Dion** – comments on ways to get notice to new residents about the neighborhood watch program, looking for suggestions. **S. Grange** – comments he is also interested in seeing the program grow with all the new neighborhoods in town. **Chief** – suggests using the Town Crier. **D. Dion** – suggest the department write something. **S. Grange** – also mentions the positive feedback he was received for member that have called the department for suspicious activity and people's surprise at the prompt response. **Chief** - comments on October 29ths Trick or Treat weather and comments on the Trunk or Treat event held at the Safety Complex and the positive feedback the department received. He mentions the DWI arrest made on Halloween and the potential hazard this could have caused. **D. Dion** – mentions he attended the Trunk or Treat and was surprised by the turnout with only 20 vehicles decorated. **Chief** – mentions the overdose at Myles Travel Plaza, commenting Officer Huard and Sgt. Cashman administered Narcan and were able to save the individual's life. He further mentions Myles and Duncan Donuts are popular locations for people to stop after scoring drugs. He comments on the 769 calls for service this month and comments on the power outage from the past storm and hopes it's not a prelude for what is to come.

## LIEUTENANT'S REPORT

**R. Pelton** – comments on the car thefts last month at Dearneck that resulted in an arrest and mentions the more recent car theft on Dearborn but comments the department is following up on a few good leads. He comments on the storm coverage the Chief touched upon and mentions the department, fire department and road agent worked effectively to clear downed trees and roadways. He mentions that areas of Dearborn and Pingree Hill were out for 4 to 5 days without power. He also comments on the drug overdose the officers covered mentioning officers are having to administer more milligrams of Narcan to revive. He comments on the increase patrols in the areas off the highway due to the increased number of overdose subjects being found in those areas. **D. McCarthy** – asked if the individual was taken to the hospital. **R. Pelton** – confirms the person went to the hospital. He mentions the training the department is working on with AVS related to emergency response and comments on a March 2018 training event. He explains Officer Beaule is an instructor in the ALICE program and will we continue working with the school. **D. Dion** – asks about the recent road closer one day, asking if the was a school drill. **R. Pelton** – comment the school did another evacuation drill and mention it went well and mentions the possibility of the next drill dealing with the offsite part of the evacuation plan. **D. McCarthy** – mentions the town he works for recent evacuation drill involved parents and explains the mess it created. **R. Pelton** – mentions the new Nixle program that is being looked into getting through Emergency Management that would assist the different departments in town with notifications and other information relaying capabilities. He mentions the program needs to be built and tested and there have been discussions of using the NW to assist with the testing portion but will wait to see after it is presented to the budget committee. **D. Dion** – looks for MRI update. **R. Pelton** – comments unable to work on any this month but that Sgt. Chabot was completing combining a few procedures. He mentions getting all the completed recommendations together and provide to Commission. He mentions the remaining recommendations deal with the Town and he will discuss with the Town Administrator to deal with those. **D. Dion** – asked about the video review. **R. Pelton** – comments there was approximately 27 – 30 reviews.

## OLD BUSINESS

**D. Dion** – asks if Lieutenant Pelton is going to present. **R. Pelton** – comments he will present but will defer to Lil as needed and explains the budget worksheet given to the commissioners. He comments the budget for 2018 is only up about \$1800 and explains what the main contributing factors for that is. **D. Dion** – comments having review the worksheet provided and comments much appears to be level funded and asks about the DWI & Sobriety Checkpoint Line. **R. Pelton** – comments on what remains and why and asks that it be level funded at \$ 5000.

**D. McCarthy** – motions to level fund 01-4210-1-150-1 DWI & Sobriety Checkpoint Patrols at \$5000.00. **D. Dion** – second.

**R. Pelton** – comments on Selective Traffic Control and explains the Distract Driving grant patrols were the reason the line was over and asks that it be level funded at \$4000.

**D. McCarthy** – motion to level fund 01-4210-1-150-2 Selective Traffic Control at \$4000.00. **D. Dion** - second.

**R. Pelton** – comments looking to have the Witness Fees level funded at \$2000.

**D. McCarthy** – motion to level fund 01-4210-1-150-3 Police Witness Fees at \$2000.00. **D. Dion** - second.

**D. McCarthy** – motion to level fund 01-4210-1-150-4 PD OHRV at \$1.00. **D. Dion** - second.

**R. Pelton** – clarifies the reduction to the Uniform Line explains the reduction in part-time officer and explains that many of the officer's purchase in the winter and this line item is contractual.

**D. McCarthy** – motion to level fund 01-4210-2-290-1 Uniforms at \$7900.00. **D. Dion** – second.

**L. Deeb** – explains the Crime Mapping cost related to IMC and Rockingham Dispatch. **D. Dion** clarifies that the Crime Mapping and new Router are not additional cost. **R. Pelton** – explains the department is looking to keep the Computer Line level funded and that would include those new components. **D. McCarthy** – motion to level fund 01-4210-3-340-1 Computer Services at \$23,500.00. **D. Dion** – second.

**L. Deeb** – explains there is no increase being sought and looking to level fund Custodial Services. **D. McCarthy** – motion to level fund 01-4210-3-360-1 Custodial Services at \$7120.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund Medical Services line. **D. McCarthy** – motion to level fund 01-4210-3-370-1 Medical Services at \$1200.00. **D. Dion** – second.

**R. Pelton** – comments Lonnie's is contractual and that looking to be level funded. **D. McCarthy** – confirms Attorney McCaffrey is not looking for change. **D. McCarthy** – motion to level fund 01-4210-3-390-0 Prosecution at 19,100.00. **D. Dion** – second.

**R. Pelton** – comments looking for Radar to be level funded at \$1145. **D. Dion** – asks about the radar trailer repair portion. **R. Pelton** – comments the department is going to try and working on fixing old trailer. **D. Dion** – comments on having Mr. Demers assist in repairing it. **D. McCarthy** – suggest reducing the budget to \$1000. **L. Deeb** – comments if wants to reduce \$145 don't complain if repairs are not made on the radar trailer. **D. Dion** – comments he would like to keep it level funded. **D. McCarthy** - motion to level fund 01-4210-3-390-1 Radar at \$1145.00. **D. Dion** – second.

**D. Dion** – questions radio maintenance. **L. Deeb** – comments on the remaining balance related to portable radio not yet invoiced or received. **D. Dion** – comments on the additional repeater the department is looking to purchase and mentions the \$100 reduction to the line. **D. McCarthy** – motion to fund 01-4210-3-390-2 Radio Maintenance at \$6200.00. **D. Dion** – second.

**R. Pelton** – explains the \$800 increase to training. **Chief** – mentions PSTC limit to in-service training. **R. Pelton** – outlines the officers went to 13 in-service trainings and the department paid for 3 instructors to come to the department to present training. **D. McCarthy** – motion to increase fund 01-4210-3-390-4 Training at \$5000.00. **D. Dion** – second.

**R. Pelton** – comments level fund Photography. **D. McCarthy** – motion to level fund 01-4210-3-390-4 Photography at \$300.00. **D. Dion** – second.

**R. Pelton** – comments looking for level funding on Public Relations. **D. McCarthy** – motion to level fund 01-4210-3-391-0 Public Relations at \$3500.00. **D. Dion** – second. All in favor. **Motion passes.**

**R. Pelton** – comments looking for level funding for Plant Costs. **D. McCarthy** – motion to level fund 01-4210-5-560-1 Plant Costs at \$8,000.00. **D. Dion** – second.

**R. Pelton** – explains the remaining funds in the line have been set aside for the purchase of changing over the firearms and comments the department looks to reducing that line but \$50 and not sure what that's about. **D. McCarthy** – motion to reduce fund 01-4210-6-610-1 Police Equipment at \$5000.00. **D. Dion** – second.

**R. Pelton** – explains looking for level funding of Office Equipment mentions most if the cost of the copier contract. **D. McCarthy** – questions the remaining funds. **L. Deeb** – expects those funds to be expended. **D. McCarthy** – motion to approve line 01-4210-6-610-2 Office Equipment at \$2000.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund postage. **D. McCarthy** – motion to level fund 01-4210-6-630-1 Postage at \$600.00. **D. Dion** – second.

**R. Pelton** – looking to level fund Subscriptions. **D. McCarthy** – motion to level fund 01-4210-6-640-1 Subscriptions/Dues at \$4000.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund Firearms line. **D. Dion** – asks about the taser replacement program. **R. Pelton** – comments on the continued need to purchase 2 for 2018. **D. McCarthy** – motion to level fund 01-4210-6-660-1 Firearms at \$5800.00. **D. Dion** – second.

**R. Pelton** – explains the current use of the remaining funds for purchase of firearm replacement. **D. McCarthy** – motion to level fund 01-4210-6-660-2 Police Supplies at \$2250.00. **D. Dion** – second.

**R. Pelton** – looking to level find Canine, commenting K-9 officer has outstanding stuff and the K-9 remains healthy and active. **D. McCarthy** – asks how Athos is working out. **R. Pelton** – comments he is right on with drug detection. **D. McCarthy** - motion to level fund line 01-4210-6-660-3 Canine Supplies at \$3000.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund Commission line. **D. McCarthy** – motion to level fund 01-4210-7-710-1 Commission at \$100.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund Office Supplies line. **D. McCarthy** – questions the remaining funds, then motion to level fund 01-4210-6-670-1 Office Supplies at \$2250.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund Advertising. **D. McCarthy** – motion to level fund 01-4210-6-680-1 Advertising at \$200.00. **D. Dion** – second.

**R. Pelton** – comments looking to level fund Other Contingencies line. **D. McCarthy** – motion to level fund 01-4210-6-690-1 Other Contingencies at \$200.00. **D. Dion** – second.

**D. Dion** – comments this line deals with increase in the state bid. **R. Pelton** – confirms state bid went up and explains the department review cruiser mileage usage, explaining last year the

department put on about 132,000 miles on cruiser and on target to do that again. He further explains there will be two vehicles with over 85, 000 which will be looking to replace and if continue with patrol coverage will look consistently to purchase 2 cruisers. **D. McCarthy** – comments on years when purchased one. **D. Dion** – comments one year due to shortage in retirement. **D. McCarthy** – motions to accept increase of 71,520.00 as presented 01-4210-7-700-1 Police Cruisers. **D. Dion** – second.

**R. Pelton** – comments the agency looking to reduce that line and release same motorcycle. **D. McCarthy** – motion to approve line 01-4210-7-700-1 Motorcycle at \$3500.00. **D. Dion** – second.

**R. Pelton** – comments the balance remaining is to purchase winter tires purchases. He explains the agency is looking to level fund Cruiser Maintenance. **D. McCarthy** – motion to level fund line 01-4210-7-710-1 Cruiser Maintenance at \$10,550.00. **D. Dion** – second.

**R. Pelton** – explains the department is using approximately 8500 gallons of fuel a year and explains we are charged a lower rate without tax. He further explains using the average price we paid for fuel is the price goes up to \$4 per gallon there would not be enough in the present budget to cover that and the department would have to consider mileage restrictions. **D. Dion** – comments on noting the increase in the price of oil because it impacts his business and mentions the price is up from the summer. **R. Pelton** – comments looking to keep cruiser fuel level funded. **D. McCarthy** – comments the line can be cut but doesn't want the contest with Commission Dion. **D. Dion** – comments over the years it has been cut, recalling it was \$38,000 and reminds Dennis if it is not used it is returned. **D. McCarthy** – comments not necessarily true and overall budget is level and think should lower but motions to level fund line 01-4210-7-720-1 Cruiser Fuel at \$25,000.00. **D. Dion** – second.

**R. Pelton** – explains the department will be seeking to hire another full-time officer for the latter half of 2018. He explains that after speaking to Bill Herman the part-time line will be going down by over \$30,000, explaining when the department hired Anita is reduced the part-time hours used. He further explains this would put the department at the 10-full-time officer and at what MRI recommended. **D. Dion** – mentions that there may be a further reduction to part-time personnel if officers are not returning from medical leaves and such. **R. Pelton** – expects the department to be losing at least two if not more over the next year. **D. McCarthy** – comments it was the intent of the commission as the full-time officer went up the part-time would go down. **R. Pelton** – confirms the support of Bill Herman with this proposal. **D. Dion** – recalls the department had some full-time officer out and ended up relying on part-time officers to fill some of the shifts. **D. Dion** – confirms the budget presentation for Selectman is Monday night and looks to see if Mr. McCarthy will be attending. **D. McCarthy** – explains he has other obligations and cannot attend and comments he can make Thursdays meeting.

**T. Gonyea** – comments he never heard an actual motion be taken related to the budget.

**D. McCarthy** – motions to accept the budget as present. **D. Dion** – second. All in favor.  
**Motion passes.**

**D. Dion** - motion to adjourn public meeting at 7:38 p.m. **D. McCarthy** – second. All in favor.  
**Motion passes**

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