

**Town of Auburn**  
**AUBURN POLICE COMMISSION PUBLIC MEETING MINUTES**  
**September 11, 2018**

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

**Also present:** Bill Herman, Steve Grange, Dana Filip and Linda Dross.

**Dion** –called the meeting to order at 7:00 PM. He leads the Pledge of Allegiance.

**REVIEW THE August 14, 2018 Non-Public and August 14, 2018 Public MINUTES**

**M. Rolfe** - motion to accept the non-public minutes. **D. McCarthy** – seconds. All in favor. **Motion passes.**

**D. McCarthy** – comments on public minutes not containing the names of the employees awarded increases last month and asked the employees names to be added into the minutes. **L. Deeb** – comments on the Selectmen's minutes not containing the employee's name and looks for clarification from Town Administer. **B. Herman** – comments the Selectmen's minutes list employees title. **D. McCarthy** – comments since they are giving the names in public, motions to approve amended minutes with appropriate employee's names. **M. Rolfe** – second. All in favor. **Motion passes.**

**CHIEF'S REPORT**

**Chief** – comments on Auburn's recent fatal on the By-Pass, commenting first one in 2018. He further comments on the recent residential burglaries, explaining brings the annual total to four. He further comments Officer Hanson has completed his FTO and is currently on his own. **D. Dion** – comments there is a benefit of hiring an already certified officer and comments the numbers are still relatively low for burglaries and asks if the Chief had anything else. **D. McCarthy** – comments after the past controversy of not doing a 24 on a fatal and questions whether one was done on the driver and/or victim. **Chief** – comments 24 was done and State Police was also called and clarifies a 24 was done on the last fatal also.

**LIEUTENANT'S REPORT**

**R. Pelton** – comments on the PD active shooter drill with the AVS, the week before school started. He comments on the training with Homeland Security for active shooter was completed and mentions sending a few more officers. **D. Dion** – questions if the training was done as a rotation. **D. McCarthy** – asks how many officers attended. **R. Pelton** – comments eight officers attended. **D. Dion**- questions who participated in the AVS training. **R. Pelton** – comments the PD with members of the FD and an EMT from Boston and the teachers. He comments on the recent meeting with the Building Committee related to the possible expansion of the police department for storage, explaining the tour went very well, allowing the committee members to see firsthand the issues of space. He explains the committee is now discussing adding on to the existing building rather than a standalone structure and they will be reviewing costs with

those two options. He mentions the Auburn Police Associations participation in the Auburn Duck Day event, commenting it was well received. **D. Dion** – comments hearing the Association used up 450 lbs. of potatoes and clarifies proceeds go to the police relief. **R. Pelton** – confirms but mentions there is a plan to give funds to the radar trailer fund efforts. He comments on the department has an upcoming event where they will be hosting of regional training for less lethal shotgun instructor course, mentioning this is the first major school department has hosted. He further comments those attending will be coming from all over Massachusetts and New Hampshire. **D. Dion** – questions about the part-time water works officer. **R. Pelton** – mentions he is present tonight and is on the agenda for later in the presentation.

## **NEIGHBORHOOD WATCH UPDATE**

**D. Dion** – greets Mr. Grange. **S. Grange** – comments on the sign-up table he had at the Duck Day event, mentioning there were 18-20 new sign-up and comments on how impressed he was that many of the people he spoke with were already signed up with Neighborhood Watch. He comments many spoke about how they appreciated the NW notifications. **D. Dion** – comments on the overall organization of the NW is making a difference. He suggests maybe the NW continue to set up the sign-up table at other Town events. **S. Grange** – mentions that he and Melissa have been brainstorming other ideas. **D. Dion** – suggests utilizing the AVS to send out notices to parents. **S. Grange** – comments many of those signing up were indicating they were new to the area. **D. Dion** – suggests additional NW signs being posted in some of the new neighborhoods.

## **OLD BUSINESS**

**D. Dion** – comments the department is requesting to revisit the reduction in the cruiser fuel line for the 2019 budget. **R. Pelton** – outlines the Police Commission cut the department fuel line from 25,000 to 20,000, mentioning Commissioner McCarthy had commented last month the line hadn't been cut and researched this. He further explains the department went back to see how much fuel the department is using and at what cost. He explains the future costs came from the Federal Department of Transportation and showed the average cost of past years and projected cost for the next year. He directs the commissioners to a chart he completed dating back to 2015 with the fuel costs that were budgeted, expenses paid and at what cost. His conservatively projects the department will spend approximately 22,000 at the average price of \$2.79 per gallon. He refers to the attached WEX handout mentioning the green highlighted figures are the last 2 invoices that were not added into the \$11,000 total he referred to. He mentions that at the current calculations and expenditures the department is projected to spend 26,000 annually mentioning if the budget was at 25,000 making up the difference of \$1000 would not be as difficult as making to \$6000 with the present figure the commission has set, commenting the department will have to adjust on how they patrol to conserve fuel or take from another line. He asks that the commission consider before the department goes before Selectmen that they increase the fuel line to 25,000 as it was in 2018 and discuss this number with Selectmen. **D. McCarthy** – refers to a print out he created with the pricing of crude oil and gasoline. He comments the projections appear accurate and motions to revise the fuel line to the 25,000 originally proposed. **M. Rolfe** – second. All in favor. **Motion passes.**

**D. McCarthy** – comments like to re-address the department's request for two cruisers for 2019 and feels it 2019 should only purchase one based on the mileage or complete another analysis to get information before meeting for budget on mileage. He calculates the department is doing

about 150K a year and his inquiry shows other agencies at 100K for a cruiser and explains other agencies are getting extended warranties. **D. Dion** – asks if another analysis can be completed before the next meeting. **D. McCarthy** – comments presentation can be made prior to next PC meeting with budget presentation. **M. Rolfe** – comments on presently one cruiser having 81,700 and another 62,600. **R. Pelton** – comments off top of head 25,000 is approximate annual of duty cruiser and admin cruisers are about 12,000, therefore the one with 62,600 would be adding another 25,000. **D. Dion** – clarifies that cruiser 5 and 8 are the ones the department was looking to replace. **R. Pelton** – clarifies the 62,600 is really approximately 64,000. **D. McCarthy** – comments he's a facts person and a presentation would be considered helpful. **M. Rolfe** – comments 100K not unreasonable. **D. Dion** – clarifies for the next meeting. **D. McCarthy** – comments on meeting prior to next meeting and looks to Town Administrator for budget meeting. **B. Herman** – comments haven't done schedule yet.

## **NEW BUSINESS**

**D. Dion** – comments the hiring of Manchester Water Work's officer for part-time next on agenda. **R. Pelton** – outlines that at the last meeting the department had requested they add Dana Filip to the part-time roster. He explains he is already a sworn Auburn officer, but department is looking to add him to roster to take patrol shifts. He further comments doesn't believe he needs to be sworn in as he is already sworn in. **D. McCarthy** – questions Mr. Filip as to whether his intention is to work shifts or work details. **D. Filip** – comments he is looking for the added policing experience to enhance his patrol work with the MWW. He mentions he assists with Auburn calls when he is in the area and it would be for the experience. **D. McCarthy** – clarifies Dana is full-time with MWW and certified part-time officer. **D. Filip** – affirms. **M. Rolfe** – comment having received a good recommendation for MWW supervisor. **D. McCarthy** – questions the labor grade and step Dana will be starting at. **L. Deeb** – comments on not having the information available but could return to PD to retrieve it or questions Town Administrator if he has copy of wage scale. **B. Herman** – comments he will go and get a copy of the scale. **D. McCarthy** – comments making sure not bringing Dana on board at a rate higher than existing employees. **D. Dion** - suggests moving to the other employee evaluations.

**D. McCarthy** - motion based on satisfactory review and award Officer Anita Lombardo step increase from a Labor Grade 7, Step 12 to a Labor Grade 7, Step 13. **M. Rolfe** – second. All in favor. **Motion passes.**

**D. McCarthy** - motion based on satisfactory review and award Officer Calvin Kapos a step increase from current rate in Labor Grade 10, Step 7 to a Labor Grade 10, Step 8. **M. Rolfe** – second. All in favor. **Motion passes.**

**D. McCarthy** – clarifies the last officer hired's pay and motion to hire Dana Filip at Labor Grade 6, Step 7 at \$18.02. **M. Rolfe** – second. All in favor. **Motion passes.** **D. Dion** – asks if Dana has any questions. **D. Filip** – comments it will be an honor serving the Town of Auburn. **D. Dion** – comments on his decision influence was based on Officer Lentile, who speaks highly of Dana. **M. Rolfe** – question whether it was Dana that was water testing an assisted with break-in. **D. Filip** – affirms.

**D. Dion** – asks if there is anything else. **L. Dross** – mentions GPs in cruisers were mentioned at previous commission meeting and questions status. **D. McCarthy** – comments the commission is involved in Union negotiations and those initiatives have been put aside until

negotiations are done. **D. Dion** – asks if there is anything else. **M. Rolfe** – comments on employee evaluations and questions who does Chief's evaluation. **D. Dion** – comments the evaluation is due and normally he completes it. He further comments he can have it done by next meeting. **M. Rolfe** – questions input. **D. McCarthy** – suggests Commission Dion frames it out and they can review in non-public at the next meeting. **D. Dion** – suggests scheduling a non-public at 6:30 PM. **D. McCarthy** – comments on his observations of the Police Association at the Duck Day indicating they had a great presence and a great turn out all around.

**M. Rolfe** – motion to adjourn. **D. McCarthy** - second. All favor. **Motion passes.**

**Meeting closed at 7:30 pm.**

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