

**Town of Auburn
Police Commission
October 7, 2014**

Present: David Dion, Police Commissioner, Dennis McCarthy, Police Commissioner, Ken Robinson, Police Commissioner, Chief Edward Picard, Captain Gary Bartis and Lillian Deeb, Office Manager

Also Present: Tom Gonyea, Steve Grange, Jim Cloutier, Karen Norris, Scott Norris, Audrey Trickett, Mike Dross, Linda Dross, John Rolfe, Mary Ann Rolfe, Michel Rolfe, Greg Santuccio, Ray Pelton and Officer Peter Lennon.

D. Dion – the meeting was called to order at 7:01 and the locations of the exits and restrooms were identified.

REVIEW THE August 5, 2014 MINUTES

D. Dion – comments that a correction needs to be made to the September 2, 2014, minutes and explains what transpired at the September meeting and that the Town Administrator contacted the commission, explaining to them the information related to the pay increases should be public knowledge. Mr. Dion further explains that was not the commissioner's intent but was done in an effort to comply with the RSA when discussing the employee's evaluation and proceeds to relay what corrections will be made to the minutes. **D. McCarthy** – motions to amend the September 2, 2014 Police Commission minutes with changes. **K. Robinson** – second. All in favor. **Motion passes.** **K. Robinson** – motions to accept the amended minutes as read. **D. McCarthy** – second. All in favor. **Motion passes.** **K. Robinson** – motion to accept the non-public minutes of September 3rd. **D. McCarthy** –second. All in favor. **Motion passes.**

REVIEW BILLS AND CORRESPONDENCE

D. Dion - comments on two items of correspondence, the first relating to Officer Cashman an untimely death call. The victim's out-of-town relatives who is an attorney commented on the Officer Cashman was professional and courteous and extended kindness offering his cell phone number. The second was a letter from Pelmac thanking the department for quick response.

NEIGHBORHOOD WATCH UPDATE

D. Dion – looks to Jim Cloutier for update on NW. **J. Cloutier** – comments the NW the group has twelve new members from day at Duck Race, having set up table that day and got good feedback about messages and plans on sending out reminder email to members about the call process and reminding them not to email leaders with suspicious activity but call police department directly. Also plans on discussing upcoming NW events with Ms. Deeb and comments the latest numbers are showing around the 500 mark. **D. Dion** – asks Mr. Cloutier if he has had an opportunity to meet Steve Grange, new NW leader in attendance. **S. Grange** – suggests chatting after the meeting tonight.

CHIEF'S REPORT

Chief – comments on the recent incident involving a domestic disturbance on North Reading and explains issues resulting from the call that deals with the address, explaining Reading St. covers 3 jurisdictions, Manchester, Auburn and Hooksett and 3 different counties of Hillsborough, Merrimack and Rockingham. There was a coordinated effort between departments which resulted in the suspect being taken into custody without incident and thanks State Police for setting up the command post and Manchester Police, along with Candia and Hooksett and Fire Department for staging and comments again what a well-coordinated effort with positive result and comments on the recent burglaries and the department's undercover vehicle. **D. McCarthy** – asks if there was any cost associated to call or was it a mutual aid agreement. **Chief** – confirms it is a mutual aid. **D. Dion** – suggesting sending a thank you to Merrimack Street garage.

CAPTAIN'S REPORT

G. Bartis – comments on discussions had related to getting lighting for the back parking lot and lighting up the back field following the assassination by a sniper of a Pennsylvania Trooper, goes on to explain he is in the process of getting quotes for the lightening, having received a quote from Auburn Electric but waiting on Gemini Electric's quote. **D. Dion** – comments the Auburn Electric quote seems reasonable and might want to run with that. **G. Bartis** – comments next item for discussion is the school evacuation plan and summarizes what has taken place to date and comments the school plans on doing a drill this spring. **D. Dion** – comments this is something that has been on-going since Sandy Hook. **G. Barits** – comments with the new principal he is confident this will move forward and comments next item he wanted to discuss was the issue of having another patrol unit on, that the department is considering only leasing one new cruiser to save money for other needs. He further speaks to changes the department has made dividing the town in to sectors in an effort to reduce response time and the drafting of a new SOP related and asks Lt. Pelton to explain the implementation. **R. Pelton** – outlines after the spike in burglaries in September in the south end around Wilsons Crossing with the help of Melissa ran stats to narrow down the times frame the burglaries were occurring and flooded area during that time frame with patrol man power and devised sectors for the officer to patrol allowing the officer to cut down response time significantly. Further explains burglary calls declined whether due to increased visibility or fact suspects caught Londonderry and forensic evidence Auburn collect were able to link Londonderry suspects to 5 of the burglaries. It was during this process a determination was made the response time needed to improve upon and therefore permanently set up a south and north patrol sector using call volume stats Melissa printed. Learned busiest time was 9 am and then 4 to 6 pm and presently only has one officer on at this time. Department looking to expand patrol coverage and that stats also showed a busy time was Midnight Saturday to Midnight Sunday. **D. Dion** – asked if this was going to be discussed later in the agenda tonight, impacting the budget. **R. Pelton** – confirms. **D. McCarthy** – confirms the sector patrolling will result in more officers working. **G. Bartis** – raised last issue related to SOPs. **D. McCarthy** – comment on marking those for public release. **R. Pelton** – explains all SOPs, with the help of Annie and with Melissa typing, have been updated using regionally accredited agencies' policies, further explaining how policies were categorized for public and not for public release related to operational policies. Explaining Department sent them to Primex for their review. **D. McCarthy** – comments, good to get Primex involved as they have the experience. **D. Dion** – asks about any redaction to the SOPs. **R. Pelton** – explains his understanding for those not public, providing the index is sufficient, to show they exist.

OLD BUSINESS

D. McCarthy – asks Ms. Deeb if she has concerns related to the 2014 budget. **L. Deeb** – comments on medical line and credit and reminds them of the overage on Police Supplies and what that was related to. **D. Dion** – comments approximately in the 41st week of budget. **D. McCarthy** – comments the budget appears to be right where it needs to be. **D. Dion** – asks about the Dispatch Module. **L. Deeb** – comments on the pricing Sgt. Chabot provided at the last meeting was accurate and can be reduced because the quote was for 6 licenses and not 5 per what the commission thought was more in line with need and further comments on the annual fee and what that includes. **D. Dion** – asks when the department is looking to purchase the unit. **L. Deeb** – comments on the fact her and Melissa are looking to continue to input necessary data and with the dispatch module if and when Hub with Rockingham it would be logical step. **D. McCarthy** – when are you looking to pull the trigger on this? **L. Deeb** – comments preference having it installed sooner rather than later. **D. Dion** – explains to those present tonight there are certain capabilities this will enable the department to improve. **R. Pelton** – explains what having the dispatcher module will mean to the department and benefits. **J. Cloutier** – asks if the dispatcher module will impact Raids Online. **L. Deeb** – comments been informed IMC this will not impact Raids. **J. Cloutier** – explains to everyone how effective the NW member claim Raids is in keeping the residents informed. **D. Dion** – comments on the review of previous non-public minutes, commenting on the request Ms. Deeb received related to Mr. Santuccio non-public minutes from April 1st release to him. **D. Dion** – comments to the other commissioners about redacting a portion of the minutes. **B. Herman** – comments either unseal the non-public or don't. **D. McCarthy** – suggests asking town council since he was present for non-public minutes being discussed. **D. Dion** – comments he is comfortable with that. **D. McCarthy** – comments everything done that night was at direction of counsel. **G. Santuccio** – comments the Board of Selectmen released non-public minutes to Craig Staples and didn't make those public. **B. Herman** – comments Staples was acting as council to the town. **G. Santuccio** – comments Staples was acting as an investigator. **D. McCarthy** – comments on the issue before the commission tonight explaining they are going to seek advice of counsel. **G. Santuccio** – asks when he will get an answer. **D. McCarthy** – comments at the next meeting. **D. Dion** – comments since the commission may be meeting sooner than monthly is may be as early as the next meeting in October.

NEW BUSINESS

D. Dion – comments on 2015 budget presentation dates and looks to the other commissioners to look at calendars. **L. Deeb** – comments the Selectmen meet on Mondays and Budget Committee meet on Thursdays and may want to decide when the PC thinks they will be ready to meet and finalize presentation. **D. Dion** – comments the commissioners will meet on Nov. 4th and then meet with the Selectmen on Nov 10th the following Monday. **D. McCarthy** – comments the commissioners will need an interim meeting. **D. Dion** – suggests meeting October 21st. **D. McCarthy** – suggests getting the worksheet to commissioner and also consider having some of the officers speak to particular lines.

D. Dion – asks if there is anything additional that needs to be addressed. **A. Trickett** – comments at the Selectmen's Meeting last night she raised a concern and was told to come here to raise it, indicating from the last week of August to October 1st she has almost been hit three times by the same truck. She believes the truck is doing work for the town. **D. McCarthy**

– asks if this has been reported to the PD and recommends she makes a report. **Chief** – comments it can be made tonight or tomorrow. **J. Cloutier** – requests to make one last comment, indicating a lot of good information was learned tonight about the department and analytical information the department is trying to use to make things better for the community and comments this is the information he would like to get out to the NW members and will be contacting the department for more details. **D. McCarthy** – asks Ray if the commissioners were going to hear anything more tonight on the proposal. **R. Pelton** – comments they were looking on getting a general feeling of where the commissioners stand with hiring a new full-time officer to increase the patrol hours and were thinking of offsetting it by taking money from the part-time line. **D. McCarthy** – comments this was discussed last year but it was too late into the budget process and thinks it's a good time to look into this. **D. Dion** – confirms the commissioners are favorable to discussing a new full time officer. **D. McCarthy** – explains to Ray they will be looking at the dollar impact. **M. Dross** – asks if this is going to limit the number of part-time officers. **R. Pelton** – comments it would at least reduce hours. **D. Dion** – comments it may not be an actual decrease in officers but hours they work totally. **D. McCarthy** – comments it may be a reduction in the number of officers. **D. Dion** – comments that there is no cost to the town to have a certain number of officers on the roster. **D. McCarthy** - comments he has issue with officers on the roster that are not working but that is for discussion and also comments on the detail on crooked road, commenting the officers did a great job today with the paddles, not on cell phones, in the road watching traffic.

K. Robinson - Motion to adjourn. **D. McCarthy** -second. All in favor. **Motion passes**

Meeting closed at 7:56 p.m.