

**Town of Auburn  
Police Commission  
January 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:** Ken Geddes, Jim Cloutier, Bill Boyd-Robinson new member of Neighborhood Watch, Audrey Trickett, Greg Santuccio, Officer Chris Beaulé and Officer Peter Lennon.

**D. Dion** – the meeting was called to order at 7:03.

**REVIEW THE December 3, 2013 MINUTES**

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

**REVIEW BILLS AND CORRESPONDENCE**

**D. Dion** – comments there are no bills and clarifies there are no correspondences but comments there was an email correspondence from the Town Administrator that Chief will comment on during his presentation.

**NEIGHBORHOOD WATCH UPDATE**

**D. Dion** – wishes Jim Cloutier and Ken a Happy New Year and offers kudos to Mr. Cloutier on the information obtained and emailed on suspicious vehicle related to a suspect in a burglary. **J. Cloutier** – asks if PD received any responses. **L. Deeb** – comment not on the email but that information is related to an on-going investigation. **K. Geddes** – comments he has some new neighbors have become members and comments on the greatness of networking. **D. Dion** – welcomes Mr. Robertson. **B. Robertson** – comments he spoke to Ms. Deeb and obtained information and also knows Mr. Cloutier. **J. Cloutier** – comments they are going to acclimate Mr. Robertson, working him into a leadership role, and explained he has recently been very consumed with his work schedule and Carol forwarded out emails but hopes to begin working on the next level of direction for the NW program. The fall NW meeting's topic was interesting but attendance was down due to conflict with other events happening. **D. Dion** – comments he was surprised at the attendance and that the presentation was excellent which was disappointing. **J. Cloutier** – comments we can learn from that and spice up NW agenda and prepare differently making things better. **D. Dion** – suggests advertising. **J. Cloutier** – agrees that is a possible solution and also comments the possibility of merging and working with other towns would get the ball rolling. **D. Dion** – suggests evening meeting times be considered. **K. Geddes** – comments originally the NW was meeting on a Monday night where attendance was pretty good.

**CHIEF'S REPORT**

**Chief** – updates everyone on the NW success and forwards around some statistics generated on suspicious vehicle/ person calls the department has taken over the past year and also

comments on Detective Chabot's progress on recent burglaries and the recently recovered property at a local pawn shop, suggesting there are 4 to 5 case ready to solve. Further comments on Manchester's interest in NW to help combat their epidemic of burglaries and Chief welcomes Bill Boyd- Robertson to NW as Bill was looking to devote some spare time to helping the town. Also Department may have an officer going from full-time to part-time next month and he will be coming before the commission and Department has a full-time officer from a nearby town that was a finalist in position and expects it to be a smooth transition in personnel without it costing the town a whole lot. Also comments on an office employee that has expressed an interest in attending the part-time academy and believes some employment issues will need to be looked into. He further mentions three previous office managers that went to the academy and mentions the benefits of have especially a female officer on hand daily and recalls it was treated two different jobs without one affecting the other. **D. Dion** –asks how many hours is the academy. **Chief** –comments 200 hours. **D. Dion** – calculates an approximate payroll cost the department would be looking at as a result and express his concerns related to the hours being at possibly an over-time rate. **Chief** – comments on a present employee that works for both the Police Department and Fire Department and does not believe he is entitled to overtime combining both jobs. **D. Dion** – asks when the forms need to be completed. **L. Deeb** – comments the forms need to be in by this Friday for the February academy. **D. Dion** – asks when the next academy begins. **L. Deeb** –comments August. **D. Dion** – asks questions relating to how the Department sees Ms. Deeb's schedule in the future. **D. McCarthy** – see issue to the possibility as serving as a part-time being a hindrance to her present job functions as office manager and believes any hours over forth will be overtime. **D. Dion** – comments this all needs to be checked into. **D. McCarthy** – see this as one issue and further comments the employee that works for the fire department may be owed overtime but doesn't have issue with becoming part-time certified but has questions that may not allow a decision to be made by Friday. **G Bartis** –clarifies how being sworn in is necessary before Ms. Deeb can attend and to be able to go as unsworn council would have to meet to approve this and that next council meeting is beyond the start of the next academy class. **K. Robinson** -asks if the Chief thinks the hours can be worked around. **Chief** – comments he thinks precedence was set by having other office manager attend and serve in this dual role and it is to the department's advantage. **G. Bartis** – asks if Mr. McCarthy was on the police commission when this happened in the past. **D. McCarthy** – does not recall and that Jane Rego was the office manager when he first became a police commissioner and wonders aloud at questions he has that he would like answer before deciding. **D. Dion** – looks to clarify for cost of the school and what a part-time is actually paid for. **R. Pelton** –clarifies there is no cost to the academy but the office is paid for their hourly time to attend. **D. Dion** – suggests contacting town counsel tomorrow and gets some answers but asks for clarification if Ms. Deeb doesn't immediately work as officer how this impacts her certification. **Chief** – comments there is not a minimum of hours she would have to work to retain certification, unless inactive, just not exceed 1300 hours per year. **D. McCarthy** – comments doesn't want to see Ms. Deeb have to wait six months but there are questions especially since they have a meeting on Thursday regarding the part-time payroll line and three days is not a lot of time. **L. Deeb** –comments on the reasoning why the commission was just learning of things. **G. Santuccio** –questions whether the commission could swear in tonight, moving forward with the paperwork, and then withdraw the appointment if necessary. **D. Dion** – comments that not having seen the forms would need to know the binding nature before signing any documents. **L. Deeb** – relays if the commissioners decided to withdraw they do so before January 25<sup>th</sup>. **C. Beaulé** – comments on his support of the idea of sending Ms. Deeb to the academy seeing such training as a huge benefit to the day to day operation of the department. **D. Dion** – comments on the three issues he believes the commissioners need answers on and asks Ms. Deeb to bring the commission a

copy of form "A". *Ms. Deeb exits meeting room returning a few minutes later with a copy of the form.* **D. Dion** –explains they are going to move along with the meeting and Mr. McCarthy will write out the questions that need to be addressed relating to the issue and has Chief address the email from the Town Administrator. **Chief** – comments the email in question was addressed to all the Commissioners, Selectmen, himself and the captain, stating there was an inquiry made to the Selectmen on December 30<sup>th</sup>. *Chief reads the email.* **Chief** – further comments the question seeking clarification deals with an incident which the complainant said took place sometime within the last few weeks, indicating two officers were seen riding together in one cruiser and it was due to the unavailability a cruiser because all the department's cruisers were on special details. There were no specifics offered in the email or in the minutes of the meeting. **G. Santuccio** –clarifies the topic was brought up at the December 30<sup>th</sup> meeting, having been present. **Chief** –explains he brought this to the attention of the office manager as the primary person that schedules details and relays Ms. Deeb's response relating to the scheduling of details protocol, indicating the protocol is never to have a special detail taking precedence over the use of duty cruisers and Ms. Deeb further supplied that if specific dates could be provided she would be able to verify what cruisers were out on what days for details as she keeps track of this. **Chief** –comments further that there are times when there is two officers in one cruiser and sites a recent occasion of a storm and two officers were in one cruiser, along with the service of warrants or in the event of dropping off cruisers for mechanical garage and without specific dates provided believes the complaint to be unfounded. **D. Dion** – comments on the complaint process in place and the location of the forms on the department's web site. **G. Santuccio** – asks why the department and commission even look into such complaints when the protocol for filing is not followed. **D. Dion** – comments with the New Year the commission may want to be firmer in following the process. **A. Trickett** – comments she was present for the December 30<sup>th</sup> meeting and when this question/complaint was raised things were a little heated and didn't know if it was retaliation or what. Ms. Trickett confirms the complainant asked Selectmen to get an answer. **D. McCarthy** – confirms Administrator was directed by Selectmen. **Chief** – suggests going forward even the Selectmen may want to direct people to use the forms online and in the twenty-four years he has been serving he can never remember a time that a cruiser was not available for duty because it was on a detail.

## **CAPTAIN'S REPORT**

**G. Bartis** – comments on the burglary stats back in 2011, citing there were forty-six in town and was an unusual number for Auburn but it precipitated the Neighborhood Watch and that the first full year in NW operating that number dropped to thirty and this year ended with a total of thirty-seven burglaries, with five happening in December. But that due to NW member's call have identified a likely subject to possibly three of those in December and right now Detective Chabot is at about 40% solve rate compared to the national average of 11%. Leads Online has been good tool for Detective Chabot, along with his out-of the box investigative skills. Further commenting our increase may be due to the close proximity to Manchester who is having banner year with one hundred twenty-nine alone in July. He discusses the fingerprint scanner project being put on hold and company will work with department or consider leasing equipment. **D. Dion** – expands on the topic and explains why it was decided to put the equipment purchase on hold commenting on the budget committees' recent cuts from part-time line and prosecution were deciding factors. **R. Pelton** – clarifies what department thinks happened because minutes are not too clear on what transpired but that 12,000 was already taken from within existing budget and moved to another line and it was that other line it is believed the budget committee took away. **G. Bartis** – comments on one last item of

discussion about two separate incidents where dogs got caught in traps and the department's plan to do some training for staff on the traps and how to disengage trap. **K. Robinson** - suggested topics for department's next Crier article indicating the stats tonight were very informative. **G. Bartis** –comment much of that information will appear in the town report.

## **OLD BUSINESS**

Fingerprint equipment was discussed during Captain's report.

## **NEW BUSINESS**

**D. Dion** – comments on the last step increase for this year the commission needs to address. **K. Robinson** - motion to accept the evaluation Chief Picard and award him the appropriate STEP increase for a satisfactory evaluation. **D. McCarthy** - second. All in favor. **Motion passes**

**D. Dion** – asks the commissioner if there needs to be more discussion relating to the budget meeting on January 9<sup>th</sup>. **A. Trickett** – questions the commissioners about the approximate amount of monies the department will be returning this year from their budget and why the decision was made not to encumber funds from 2013. **D. Dion** –reiterates the decision needed to be made before year's end and with the other issues pending with the budget the department was ready to move forward with ordering equipment as it will be necessary to have in the future.

**D. McCarthy** – suggests scheduling a public meeting to be held after the commissioners meet on Thursday with the Budget Committee. **L. Deeb** – asks for clarification of what commissioner want the agenda to include. **D. Dion** – gives some suggested language for agenda. **R. Pelton** –comments on the benefits of certifying Ms. Deeb, giving examples of the such benefits having full-time person working would be like have another officer on during day and reap the benefits commenting even paying her the over-time the department would make its money back easily making the cost worth it. **L. Deeb** – comments it's the benefit of going to the academy and not the money she is interested in. **P. Lennon** –comments on his work with the Hillsborough County Sheriff and the benefit it was to have office staff being sworn as part-time deputy for warrants and such. **D. Dion** – comments he will have three questions answered by town counsel. **D. McCarthy** – comments he thinks there will be an issue with the union. **D. Dion** – reiterates the direction they will move in and looks for motion to close the meeting.

**K. Robinson** - Motion to adjourn. **D. McCarthy** –second. **Motion passes**

Meeting closed at 8:03 pm.