

Town of Auburn
AUBURN POLICE COMMISSION PUBLIC MEETING MINUTES
October 4, 2022

D. Dion – calls the meeting to order at 7:00 PM and leads with the Pledge of Allegiance.

Present: David Dion, Police Commissioner, Joseph Rossino, Commissioner, Patrick Bergeron, Commissioner, Chief Pelton, Lieutenant Chabot and Lillian Deeb.

Also Present: Neighborhood Watch Leader, Steven Grange

REVIEW MINUTES

J. Rossino - motion to accept Public Minutes of September 6, 2022, as presented. **P. Bergeron** – second. All in favor. **Motion passes.**

J. Rossino - motion to accept Non-Public Minutes of September 6, 2022, as presented. **P. Bergeron** – second. All in favor. **Motion passes.**

CHIEF'S REPORT

Chief – comments the department is coming into some busy months with Department events. He mentions the Drug Take Back event on October 29, 2022, from 10 am to 2 pm, Town Trick or Treating on October 30th from 1pm to 4 pm and Trunk or Treating on Monday October 31st from 6 pm to 8 pm. He also mentions the Giving Tree event is beginning and mentions the Citizen's Academy is in it's third week and going well. He comments keeping it brief to address the budget.

LIEUTENANT'S REPORT

Lt. Chabot – comments on the 589 calls for service, 22 investigative reports and 145 motor vehicle stops, mentioning it was a routine month.

NEIGHBORHOOD WATCH UPDATE

D. Dion – greets Mr. Grange. **S. Grange** – mentions he's personally been busy and questions how sign ups went at Duck Day. **Chief** - mentions sign-up table at Duck Day. **L. Deeb** – confirms had people taking the scan cards that Melissa did for making it easy to sign up. **Chief** – commented somewhere from 10 to 20 people stopped at the table.

Chief – comments before moving into budget he mentions keeping commission in the loop that Department was contacted by AVS and SAU about adding a School Resource Officer SRO. Preliminary discussions are being had about costs. He mentions the AVS was looking to have the position ready for the start of the 2023-2024 school year and mentions school's budget year runs from July 1st to June 30th. **D. Dion** – mention Office Goulet being the LEAD instructor at school. **Chief** – mention the Department felt the position should be a Master Patrol position due to the limit on availability for details and compensation for duties at school. Department did a

calculation of position, pay and benefits and put the total cost at about 132,000.00 with a family plan for insurance. **D. Dion** – asked for clarification as to what that cost included. **Chief** – comments salary, Medicare, NH Retirement and benefits are included in the annual figure. He clarifies the town would be responsible for approximately \$33,000.00 to \$37,000.00 of this cost and school would pay \$95,000.00 to \$99,000.00. **P. Bergeron** – questioned if this figure is going to be a percentage. **Chief** – explains it would be a fixed number with the town this year only paying its portion from July to December at approximately \$15,000.00 to \$17,000.00. He mentions FD was looking for personnel and Selectboard discussed adding as warrant article and comments likely will follow suit for whatever is decided and do same for SRO. **D. Dion** – mentions cost still comes from taxpayers and asks if the officer come summer would work for PD. **Chief** – comments officer could work for PD on school vacations and summer vacations. He further mentions the SAU will follow up in writing with the town whether the school board is supportive and mentions funding for this position is different for the school because they can simply run a vacant position and not have to increase budget. He mentions also that some towns don't have the school pay for position, but most do, however. He further mentions the department sees as a benefit this SRO position could cover all juvenile investigations which would benefit department due to increase in number of cases recently.

OLD BUSINESS

D. Dion – looks to begin the budget presentation.

Chief – comments on the grant patrols beginning with the DUI patrols and looks for level funded. **D. Dion** – motion to level fund 01-4210-1-150-1 DUI Grant Patrols at \$5000.00. **J. Rossino** - second. All in favor. **Motion passes.**

Chief – comments seeking level funding for Traffic Enforcement. **D. Dion** – motion to level fund 01-4210-1-150-2 Selective Traffic Control at \$4000.00. **P. Bergeron** - second. All in favor. **Motion passes.**

Chief – comments looking to level fund Witness Fees mention spent \$1300, but one big trial could change balance. **D. Dion** - motion to level fund 01-4210-1-150-3 Police Witness Fees. at \$2000.00. **J. Rossino** - second. All in favor. **Motion passes.**

Chief – explains leaving the line open for anticipated grants, commenting the department received an OHRV grant this year. **D. Dion** – motion to level fund 01-4210-1-150-4 PD OHRV at \$1.00. **J. Rossino** - second. All in favor. **Motion passes.**

Chief – explains looking to level fund uniform line and mentions funds are contracted. **D. Dion** – motions to level fund 01-4210-2-290-1 Uniforms at \$9,000.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments on what is attributing to the reduction, mentioning IMC slight increase this year. **L. Deeb** – mentions the confusion last year when multiple. **D. Dion** – motions to reduce 01-4210-3-340-1 Computer Services at \$27,800.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – updates the commission the County is discussing changing IMC operating system in 2023 and mentions County said they would pick up cost in first year but that in 2024 department could be looking our costs going from \$8,000 to \$22,000.

Chief – comments looking for level funding for custodial. **D. Dion** – motion to increase fund 01-4210-3-360-1 Custodial Services at \$8,569.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments looking for level funded at \$1200 and explains costs associated with line. **D. Dion** - motions to level fund 01-4210-3-370-1 Medical Services at \$1,200.00. **J. Rossino** – second. **Motion passes.**

Chief – comments department is looking to level fund Court Prosecution line. **D. Dion** – comments he thought there might be an increase but motions level fund 01-4210-3-390-0 Court Prosecution at \$20,000.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – explains looking for level funding and explains the license for radar trailer represents bulk of line costs. **D. Dion** – motion to level fund 01-4210-3-390-1 Radar at \$2,350.00. **J. Rossino** - second. All in favor. **Motion passes.**

Chief – explains the maintenance plan replacing portables and maintenance for upgrade made to radios explaining the slight increase is due to parts and pricing increase. **D. Dion** – motions to increase fund 01-4210-3-390-2 Radio Maintenance at \$5,400.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comment looking to level fund training. **D. Dion** – motion to level fund 01-4210-3-390-4 Training at \$4,550.00. **J. Rossino** – second. All in favor. **Motion passes.**

P. Bergeron – comments clarifying line number for training and photography.

D. Dion – comments need to correct the motion and amend motion to level fund 01-4210-3-390-3 Training at level funded at \$4,550.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – explains costs for drop box for body cam footage and looking to level fund. **D. Dion** – motion to level fund 01-4210-3-390-4 Photography at \$500.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments Education Reimbursement is another contractual at \$4,000.00. **D. Dion** – motion to level fund 01-4210-3-390-5 Education Reimbursement at \$4,000.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments what this line covers and asks that it be level funded. **D. Dion** – motion to level fund 01-4210-3-391-0 Public Relations at \$3,500.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments looking to level fund **D. Dion** – questions whether this is a shared cost. **Chief** – comments most is shared building costs with FD, but some is also PD supplies for building. **D. Dion** - motions to level fund 01-4210-5-560-1 Plant Costs at \$7,000.00. **J. Rossino** - second. All in favor. **Motion passes.**

Chief – explains looking to slightly increase line due to increase costs for ballistic vests. **D. Dion** – motion to increase fund 01-4210-6-610-1 Police Equipment at \$5,450.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments the bulk of this time is associated to the maintenance plan cost of the department copier and request slight increase. **D. Dion** – motions to increase fund 01-4210-6-610-2 Office Equipment at \$2,500.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments looking for level fund postage. **D. Dion** - motions to level fund 01-4210-6-630-1 Postage at \$700.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments slight increase in funding to cover the increase in the Leads On Line subscription. **D. Dion** – mention to increase fund 01-4210-6-640-1 Subscriptions/Dues at \$4,258.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments seeking level funding mentioning the taser annual purchase and increase to cost of ammo. **D. Dion** – motion to level fund 01-4210-6-660-1 Firearms at \$5,800.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – outlines what consists of this line and looks for level funding. **D. Dion** – motion to level fund 01-4210-6-660-2 Police Supplies at \$2,250.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments on discussions had with Boston Police K9 Association and mentions in past used NH State Police but will be talking to them but the department will be looking to place a new K9 in school for fall 2023. He also mentions department looking to fund raise and possibility of using detail fund but is confident in raising cost. He further mentions the cost approximately being around \$15,000.00. **D. Dion** – motion to level fund 01-4210-6-660-3 Canine Supplies line at \$3,000.00. **J. Rossino** – second. All in favor. **Motion passes.**

D. Dion – motion to level fund 01-4210-7-710-1 Commission at \$100.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – request level funding and outlines utilization of this line item. **D. Dion** – motion to level fund 01-4210-6-670-1 Office Supplies at \$2,250.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – comments like to leave line level funded and in past was used for advertising for events and employment. **D. Dion** – motion to level fund 01-4210-6-680-1 Advertising at \$200.00. **J. Rossino** - second. All in favor. **Motion passes.**

Chief – outlines what costs include in line. **D. Dion** - motion to level fund 01-4210-6-690-1 Other Contingencies at \$200.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – review and explains cruiser plan commenting plan next year is no new cruiser, commenting just getting the second new cruiser up and running in September. He explains the department is still waiting on radio for new cruiser and presently is short a radio. He comments getting cruiser late kept mileage down and cruiser assignment and hybrid is certainly helping costs. **P. Bergeron** – clarifies the amount requested includes new radio and laptop. **Chief** – confirms and reminds commission next year will likely need two cruisers and explains the plan to budget a radio and laptop, so they are available to equip future cruiser. **D. Dion** - motion to fund 01-4210-7-700-1 Police Cruisers at \$47,587.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – explains looking for level funding for the motorcycle. **D. Dion** – clarifies the Department owns motorcycle and motion to level 01-4210-7-700-1 Motorcycle approve line at \$1,500.00. **J. Rossino** – second. All in favor. **Motion passes**

Chief – explains parts costs and outlines why the department is seeking an increase in this line. **D. Dion** - motion increase fund 01-4210-7-710-1 Cruiser Maintenance at \$14,630.00. **J. Rossino** – second. All in favor. **Motion passes.**

Chief – mentions the department looking at the amount of fuel department is using and looked at the project price of gas. He mentions the department also looked at past projected prices and noted the projected pricing is not very accurate. He explains the average price in August was \$4.29 per gallon and predicting by fall to drop to \$3.78 but predicting for 2023 it to be \$3.66 per gallon. **D. Dion** – comments can't predict with crisis looming. **Chief** – explains department took the number of gallons used average annually of 8,945 and used the predicted price and added a slight buffer to fund the line at \$36,000.00. **D. Dion** – motion to increase 01-4210-7-720-1 Cruiser Fuel to \$36,000.00. **J. Rossino** – second. All in favor. **Motion passes.**

NEW BUSINESS

D. Dion – mentions employee evaluation. **P. Bergeron** - motions based on the satisfactory evaluation of MP Calvin Kapos and award him a step increase from Step 5 to Step 6. **J. Rossino** – second. All in Favor. **Motion passes.**

P. Bergeron - motions based on the satisfactory evaluation of Sgt. Daniel Goonan and award him a step increase from Step 3 to Step 4. **J. Rossino** – second. All in Favor. **Motion passes.**

P. Bergeron - motions based on the satisfactory evaluation of Officer Ryan Goulet and award him a step increase from Step 5 to Step 6. **J. Rossino** – second. All in Favor. **Motion passes.**

D. Dion - motion to adjourn at 7:43 PM. **J. Rossino** - second. All in favor. **Motion passes.**

Meeting closed at 7:43 pm.

Minutes approved by _____ on _____.