

Town of Auburn
AUBURN POLICE COMMISSION MEETING
MINUTES
August 4, 2015

Present: David Dion, Police Commissioner, Glenn Shaw, Police Commissioner, Captain Gary Bartis and Lillian Deeb, Office Manager.

Also Present: John Rolfe, Mary Ann Rolfe, Bill Herman, Steve Grange, Michael Rolfe, Karen Norris, Brad Sargent Tom Gonyea, Russell Sullivan and Lt. Ray Pelton

Absent: Ken Robinson, Police Commissioner and Chief Edward Picard.

D. Dion – calls the meeting to order at 7:02 pm commenting those attending and familiar with exits.

REVIEW THE MINUTES

G. Shaw – motion to accept June 2, 2015 minutes. **D. Dion** - second. All in favor.
Motion passes.

REVIEW BILLS AND CORRESPONDENCE

D. Dion – comments there are no bills and two letter of correspondence a letter from Attorney Wilson from County Attorney's Office about her resignation and a letter from Attorney General's Office related to the Jodion murder case, thanking the department for their assistance.

NEIGHBORHOOD WATCH UPDATE

D. Dion – comments Mr. Grange appears to be the only leader in attendance and looks for an update. **S. Grange** – comments all is quiet, activity low and boring but that's a good thing, but might like to try a test run with the new notification system that was set up. **D. Dion** – comments he will reach out Mr. Cloutier and check in.

CHIEF'S REPORT

D. Dion – explains there will be no Chief's report as Chief is taking some bereavement time and not in attendance.

CAPTAIN'S REPORT

G. Bartis – comments on the burglary stats for this year, commenting the Department has a total of 6 for the year and reports 1 burglary in progress for the month of July. **D. Dion** – asks for particulars on the July burglary in progress. **G. Bartis** – comments without report uncertain and he updates the commission progress of the dispatch entries by officers and log entries. **D. Dion** – comments having reviewed lots of the logs and they are easy to review and read. **G. Bartis** – comments through July department has had 4700 calls for service and numbers are elevated but due to dispatch tracking calls

but also explains the increase is due to the hiring of 2 young officers that use their youth and energy. **D. Dion** – comment he spoke to Detective Chabot earlier about the burglary at the Mega X, relates another arrest warrant has been prepared on this case. **G. Bartis** – relates arrests have already been made on suspects for that same burglary.

OLD BUSINESS

D. Dion – asks if prepared tonight to talk about the K-9 program and funding. **R. Pelton** – comments Auburn has been in touch with Manchester about training and their willingness for Auburn to train with them but could also train in Boston. He further comments the largest costs are the dog and the officer's time for training and that the department could consider surplus funds and donations. The department would look to purchase the dog in December. **D. Dion** – asks to refresh memory related to the hours of training necessary. **R. Pelton** – explains its 12 weeks at 40 hours per week. **D. Dion** – comments the department would have to look to cover patrol shifts. **R. Pelton** – comments administration and part-time in the past stepped up to fill shifts.

NEW BUSINESS

D. Dion – comments next on the agenda is employee evaluations and there is a few since the PC didn't meet last month. **G. Shaw** - motion to accept the satisfactory review/evaluation of Officer Bill Barry and award him the appropriate STEP increase from Labor Grade 6, Step 11 to Step 12. **D. Dion** – second. **Motion passes.** **G. Shaw** - motion to accept the satisfactory review/evaluation of Officer Greg Santuccio and award him the appropriate STEP increase from Labor Grade 6, Step 11 to Step 12. **D. Dion** – second. **Motion passes.** **G. Shaw** - motion to accept the satisfactory review/evaluation of Officer Peter Lennon and award him the appropriate STEP increase from Labor Grade 6, Step 7 to Step 8. **D. Dion** – second. **Motion passes.** **G. Shaw** - motion to accept the satisfactory review/evaluation of Lillian Deeb and award her the appropriate STEP increase from Labor Grade 6, Step 14 to Step 15. **D. Dion** – second. **Motion passes.** **G. Shaw** - motion to accept the satisfactory review/evaluation of Officer Christopher Beaule and award him the appropriate STEP increase from Labor Grade 7, Step 15 to Step 16. **D. Dion** – second. **Motion passes.** **G. Shaw** - motion to accept the satisfactory review/evaluation of Melissa Gates and award her the appropriate STEP increase from Labor Grade 4, Step 10 to Step 11. **D. Dion** – second. **Motion passes.** **G. Shaw** - motion to accept the satisfactory review/evaluation of AOC, Jarlene Cornett and award her the appropriate 2% STEP in her present labor grade 4. **D. Dion** – second. **Motion passes.** **D. Dion** – comments on the proposed equipment appropriations. **R. Pelton** – comments on the department has budgeted funds for new radios, explaining purchases have been made but department was not aware installation was not included in bid. **L. Deeb** – explains Detective Chabot shopped around and found a better price than initially budgeted for and anticipate the purchase of additional radios with balance but installation was not taken into consideration and with the saving may not be able to purchase the number of radios hoping for. **R. Pelton** – outlines what the future needs for the department is regarding the radios. **G. Shaw** – asks what kind of radios referring to. **D. Dion** – comments the radios are the hardwired ones in the cruisers. **R. Pelton** – comments on the Motorola brand and there old and are no longer serviced by manufacturer. Further commenting the department is looking to switch them

out gradually so town won't incurred a one-time \$20,000 cost and possibly decided to go with Kenwood rather than Motorola. **D. Dion** – asks about grants. **R. Pelton** – comment there are not usually grants for those radios. **R. Pelton** – comments the department's plan for the portable radios is the same, doing it gradually and explains the department recently was awarded 3 portables through a piggy-back grant out of Goffstown and the department presently has 12 portables with the 3 new meeting specifications. He further explains the department is trying to be proactive replacing equipment using a maintenance programs rather than replacing everything at once. The department has been switching out to use equipment boxes in the back of the cruisers rather than a large wooden storage box and those locking metal boxes are expensive. **D. Dion** – comments on a wooden box that Detective Chabot showed tonight. **R. Pelton** – comments the department is trying to transition to the metal boxes because they last longer and lock allowing weapons to be stored and would like to outfit all the patrol cruisers with the metal boxes. **D. Dion** – asks what one box goes for. **R. Pelton** - \$1200 includes installation and gets bolted into the cruiser. The other appropriations are more long range plans the department has and explains recently the department has received an increase number of speeding complaints with all the new development in town. Looking to purchase a new radar trailer, commenting the department's present trailer is very old and not functioning properly. The new radar has updated technology and can also serve as a message board and looking to defray costs by applying for grants. He also comments on a device that Hooksett Police are recently using to slow traffic called "traffic calming device" which is a raised mat placed on road. It is not a speed bump but does alert the driver who in turn slows down explaining one benefit is the device can be moved especially during the winter. **D. Dion** – asks the costs of such a product. **R. Pelton** – comments the department just started looking into this but comments maybe a couple of \$1000. Again these are long range department plans. **L. Deeb** – comments on considerations being made related to the computer line. **D. Dion** – discusses the expenditure sheet in the meeting packets. **L. Deeb** – explains what is reflected in some of the present costs and what the department anticipates for line items as the year progresses. Explains the computer costs to date and costs anticipated for remainder of the year and what is included in those costs per the computer person the department is using. **D. Dion** – comments on having the IT person speak before the commission. **L. Deeb** – comments the IT person has already agreed and will try and have present for next PC meeting. **D. Dion** – comments the fuel line is looking good but realizes the billing runs a month behind and comments at next PC meeting 2016 budget discussion will begin in earnest. Further comments per union discussions would like to see the SOP related to Ride-Along. **G. Bartis** – comments on having the SOP and getting copy to Mr. Dion. **D. Dion** – asked if there is anything anyone wants to address. **T. Gonyea** – comments on a truck he has seen parked on Chester Rd, near the Circle of Friends Park all the time and asks if the department could look into it. **R. Pelton** – comments he will have duty officer look into it. **J. Rolfe** – comments on the blocked exit at the safety complex room.

G. Shaw - Motion to adjourn. **D. Dion** – seconds. All in favor. **Motion passes.**

Meeting closed at 7:42 pm.

Minutes approved by _____ on _____.