

**Town of Auburn
Police Commission
June 3, 2014**

Present: David Dion, Police Commissioner, Dennis McCarthy, Police Commissioner, Chief Edward Picard and Lillian Deeb, Office Manager

Also Present: Tom Gonyea, Mary Ann Rolfe, Linda Dross, Mike Dross, Karen Norris, Mike Rolfe, Bruce Rolfe, Audrey Trickett, Dan Carpenter, Alan Villeneuve, Rusty Sullivan, Mike DiPietro, Matt Demers, Julie Picard, Norma Picard, Dave Garofano, Tim Garofano, Harrison Garofano, Kim Sargent, Brad Sargent, Bill Herman, Greg Santuccio, Ray Pelton and Officer Keith Bike. (Unidentified young male arrived after meeting began)

Absent: Ken Robinson, Police Commissioner and Captain Gary Bartis

D. Dion – the meeting was called to order at 7:05 and the locations of the exits and restrooms were identified.

REVIEW THE May 3, 2014 MINUTES

D. McCarthy - motion to accept the May 3, 2014 minutes. **D. Dion** - second. All in favor. **Motion passes.**

REVIEW BILLS AND CORRESPONDENCE

D. Dion – comments there are no bills and three items of correspondence, first from a resident apologizing and thanking Lt. Pelton for his assistance with Manchester Water Works and the resolution involving his case. Further comments on the second letter from Candia Chief thanking the department for their assistance and commenting the last letter is a thank you to the Auburn Police Department for their assistance at Officer Arkell's vigil.

NEIGHBORHOOD WATCH UPDATE

D. Dion – looks to Jim Cloutier for update on NW. **J. Cloutier** – comments on replacement signs picked up at the department and all but one has been reposted. He further comments on the busy schedules of the leaders, explaining he hopes to find some ways to re-infuse activity back into the NW by sending information that is pertinent to the members, that is going to be of interest to them. **D. Dion** – comments on the Auburn Historical event with the Duck Race and suggests maybe having the NW annual meeting take place on the same day. **J. Cloutier** – comments he would be willing to meet and discuss this. **M. DiPietro** – comments there are still lots of duck tickets to sell. **J. Cloutier** – comments that wraps things up from NW.

D. Dion – looks to the Chief for his report and asks if Captain Bartis will be making a report. **Chief** – comments he thought the Captain would be attending. **Ms. Deeb** – comments the Captain had called looking for the Chief late in the day but was unsure of what it related to.

CHIEF'S REPORT

Chief – comments NW must be working because there were no burglaries for the month of May and only four for the year compared to the abutting towns and comments we are either lucky or

something is working. He further comments on Ms. Flight's intention to retire at the end of the month after thirteen and a half years with her last day being June 27th but comments she will be willing to work part-time for a couple of weeks if necessary to train her replacement. **D. Dion** – comments that will be discussed later under new business. **Chief** – mentions the Women's Safety Clinic the Department is offering. **L. Deeb** – comments members of the NW asked about events on campus safety for college students, Chief gave the go-ahead and after contacting Officer Rondeau of the Manchester Police Department who offers a women's safety clinic routinely and confirmed would be willing to put such an event on for Auburn Police Department. Further comments there are approximately 48 people pre-registered for attendance and gave brief overview of what is discussed and will take place at the clinic. **Chief** – comments the department will be conducting DWI grant patrols over the next few months, so extra cars will be out and about. Further comments on search warrant that was executed this past weekend with the assistance of Candia Police and Rockingham County Sheriff's Department for a residence in the town of Auburn at which marijuana plants were seized, along with materials and equipment used to cultivate marijuana plants and a press release will follow tomorrow. **R. Pelton** – updates the commission on what transpire during the execution of the warrant, commenting there was approximately \$20,000 worth of grow equipment and the evidence was turned over into the custody of State Police for storage and prosecution has begun. Relates that things went off without incident and everyone did a great job.

CAPTAIN'S REPORT

None

OLD BUSINESS

D. Dion – comments there is nothing listed under old business. **D. McCarthy** – asks about the request from Mr. Dross for a response. **M. Dross** – comments he did get the response but the problem is when he asked at the last meeting the Commissioners didn't know what was going on. **D. Dion** – comments they are not aware of what action was taken. **M. Dross** – explains that is not what was told to him in Lt. Pelton's response letter which indicates action was taken but he was told at the last meeting commission would look into it. **D. Dion** – clarifies that no action was taken on the part of the complaint that deals with the Chief as the commission cannot investigate that but that as it related to the two officers also mentioned in the complaint, it was handled internally. **M. Dross** – comments there was a misunderstanding then at the last meeting. **D. Dion** – apologizes for any confusion but he thought it was the result of what was sent to the County Attorney. **M. Dross** – asks what the punishment to the two officers was. **D. Dion** – comments can't discuss that. **D. McCarthy** – comments it is personnel, related to union and can't say but action has been taken against them. **G. Santuccio** – comments since he was one of the officers Mr. Dross mentioned in his complaint he does not have issue with the commission divulging anything related to him. **D. McCarthy** – comments he does not think it needs to be and that the fact that some sort of action was taken is sufficient. **D. Dion** – ask if Mr. Santuccio will leave it at that as there was another officer involved. **D. McCarthy** – comments Mr. Santuccio may be ok with discussing things but the other officer may not be. **G. Santuccio** – affirms.

NEW BUSINESS

D. Dion – comments Ms. Flight has given her notice she will be retiring and checked with NH Retirement and can work part-time to train her replacement if the processing of hiring takes a

significant amount of time. Further commenting on narrowing the applicant pool after a review of applications, and then have a police commission meeting to interview possibly three candidates. **D. McCarthy** – comments he is in agreement if they follow the process used for hiring Ms. Deeb, and also suggests using this time with a change in employment to review the job description, with the Chief and Ms. Deeb reviewing the existing job description to see if any changes should be made for the position they are looking to fill. **L. Deeb** – asks if Mr. McCarthy received the paperwork Ms. Flight has compiled related to her position. **D. McCarthy** – confirms he did and that is what he is presently speaking to and again suggests this is the time to make the changes before hiring. **D. Dion** - confirms Mr. McCarthy is looking to make changes to existing job description and then present to the Joint Boards. **D. McCarthy** – agrees to go through the process. **L. Deeb** – asks about this creating a delay on hiring Ms. Flight's replacement. **D. McCarthy** – understands this may create a delay but if it means correcting a defective job description explains this is the time. **D. Dion** – asked if the department was prepared to advertise. **D. McCarthy** – comments the Department could possibly move forward with advertising and when it comes time of offer the job make sure it is clear. **B. Herman** – comments it may need to be decided prior to people actually applying. **L. Deeb** – asks for a timeline on this process. **B. Herman** – comments it may take a few days to make changes to the job description and the meeting with the boards could be scheduled as early as next week. **L. Deeb** – confirms holding off on posting until this is accomplished. **D. McCarthy** – comments if after a review the department feels there should be no changes suggests moving forward with advertising. **L. Deeb** – comments that some of the basis of what Ms. Flight argues is realistic arguments related to her classification since it was asked of Ms. Flight to put together the information using the study from 2011.

D. Dion – comments there are some evaluations to review. **D. McCarthy** – comments he had read two evaluations. **D. McCarthy** - motion to accept the evaluation of Officer Beale and award him the appropriate STEP increase for a satisfactory evaluation. **D. Dion** - second. All in favor. **Motion passes.** **D. McCarthy** - motion to accept the evaluation of Office Manager, Lil Deeb and award her the appropriate STEP increase for a satisfactory evaluation. **D. Dion** - second. All in favor. **Motion passes**

D. Dion – comments the next item on the agenda was there at the request of Ken Robinson and with him not here tonight might want to address at a later date. **D. McCarthy** – asks if this is related to the merit increase per the contract. **D. Dion** – asks where Officer Kapos' paperwork is related to his request. **Chief** – comments he gave that to Commissioner Dion. **L. Deeb** – explains it is not in the packet as she had never seen the paperwork. **D. McCarthy** – comments it can be addressed next month by the prescribed format. **L. Deeb** – reminds the commissioners there are time constraints related to granting the merit increase per the contract. **D. McCarthy** – agrees to review the contract and comply with time constraints in the latest contract. **L. Deeb** – confirms she looked a merit clause up in the contract but can't recall the exact date in needs to be filed by just that there is a date certain. **B. Herman** – confirms the date to be July 1st. **D. McCarthy** – comments the commission can do an interim meeting.

D. Dion – comments the last item is related to discussion on legal options related to 105-C, explaining Ken Robinson wanted to discuss with Matt Serge from Upton and Hatfield in a non-meeting meeting that the personnel policy does not step on RSA 105-C and Mr. Robinson is certain there are conflicts related to the policy and the RSA and asks Commissioner McCarthy if he is opposed to that. **D. McCarthy** – comments if it is free he does not but has issues with the commission incurring legal costs when town has council. **D. Dion** – reminds Mr. McCarthy that, town council, signed off on the personnel policy. **D. McCarthy** – understands this is part of

the continuing conflict Mr. Robinson has but still has issue with incurring such costs. **D. Dion** –suggests waiting until Mr. Robinson is present so Mr. Robinson can address his position on the matter.

D. Dion – looks to the audience for anything further. **D. Carpenter** – comments on the Historical Society's Duck Race event as the prime money making event for them, commenting the revenues and attendance has been down, explaining the need for the newly formed committee and asks for the police department's involvement this year and that of the NW. **D. McCarthy** – asks what the date is for this year's event. **D. Carpenter** – comments September 13th and indicates the price for tickets and the prize amounts. **A. Villeneuve** – comments on the new events that have been added and comments the committee is open for suggestions from union or department for more participation. **D. McCarty** –asks if more help is needed for the logistics or more so with activities. **A. Villeneuve** – explains they are looking for police department participation towards events. **D. Dion** – mentions some past police events asks if there is anything else.

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

Meeting closed at 7:36 pm.