

Town of Auburn
AUBURN POLICE COMMISSION PUBLIC MEETING MINUTES
October 13, 2020

D. Dion – calls the meeting to order at 6:46 PM

Present: David Dion, Police Commissioner, Michael Rolfe, Commissioner, Chief Pelton, and Lillian Deeb.

Absent: Dennis McCarthy, Commissioner

D. Dion – reconvenes the public meeting at 7:00 and motions to seal the non-public meeting minutes. **M. Rolfe** – second. All in favor. **Motion passes.**

Also present: Lt. Charles Chabot and Bill Herman, Town Administrator.

D. Dion – leads the Pledge of Allegiance.

REVIEW MINUTES

M. Rolfe - motion to accept September 8, 2020 public minutes as presented. **D. Dion** – second. All in favor. **Motion passes.**

CHIEF'S REPORT

Chief –He mentions the upcoming department events. Melissa and Parks and Rec will be holding a Trunk-or-Treat event at the Safety Complex on Halloween as a drive thru and comments Trick-or-Treat will be from 1 pm to 4 pm. He mentions the Citizens Academy began earlier in the month and participants seem to be enjoying the classes. They have done MV enforcement and defensive tactics class was well received, and this week is K9 and taser which is a favorite. He further mentions the upcoming Drug Take Back event scheduled on October 24th. **D. Dion** – mentions the department has a prescription drug drop box located in the Safety Complex lobby.

LIEUTENANT'S REPORT

Lt. Chabot – comments on the arrests and calls for service for the month. He mentions the increased criminal mischief and vandalism calls that are under investigation, along with thefts of cadillac converters. He mentions an increase in involuntary emergency admission calls. **D. Dion** – asks if the vandalism mailbox cases are located in a certain neighborhood. **Lt. Chabot** - comments that it has not been in a particular neighborhood. **M. Rolfe** – asks about the motorcycle use as he viewed the monthly mileage reports. **Chief** – comments department is down a daytime officer which limits the use of the motorcycle but reports one of the younger officers has expressed an interest and department is going to look next year to get him certified on the MC. **Mr. Rolfe** – asked if the MC is leased. **Chief** – explains he was going to discuss this during the budget portion to further explains the MC is leased but the department was considering and doing research on purchasing the MC.

NEIGHBORHOOD WATCH UPDATE

D. Dion – greets Mr. Grange. **S. Grange** – mentions collaborations with Melissa and the plan moving forward. **D. Dion** – comments wanting to see interest generated again in NW. **Chief** – mentions the meeting that was held and plan for email and social media to assist in reaching young and old.

OLD BUSINESS

D. Dion – comments waiting to do the evaluations until Commissioner McCarthy arrives. He was running about half hour late and mentions moving on to the budget presentation. **Chief** – updates the commission of the department's progress on reviewing and testing body cameras. He mentions having raised body cameras with the Selectmen and their concern about ongoing cloud storage costs. He mentions the lieutenant explored multiple companies and products with a lot of information to process and is considering systems with separate hard drives for storage. He explains the cost up front may be a little higher but would not have the continued annual storage costs related to the cloud. **D. Dion** – questions internet service throughout town. **Chief** – comments the cameras would be brought to the station and downloaded locally. **D. Dion** – asks about State mandates and the possibility of funding. **Chief** – mentions there will likely be in the future as body camera usage goes national, but he comments he is proposing with 2020 remaining budgeted funds to fund the cost this year. **D. Dion** – mentions using the detail fund. **Chief** – comments funds were already used this year and mentions the likelihood of being mandated and trying to get ahead and work towards getting a system in place that the department likes and feels is a reasonable cost. **D. Dion** – comments, wouldn't be opposed with such a purchase with 2020 funds so as not to look for increase the 2021 budget. **D. Dion** – asks about training for the officers related to body cameras. **Chief** – mentions officers have been testing cameras now. **M Rolfe** – asks about the camera battery life and if it stays on all the time. **Lt. Chabot** – comments recommended not to leave running but to turn on during interactions. **D. Dion** – mentions news reports related to officer forgetting to activate camera. **Chief** – comments on adopting CALEA policy for using cameras. **D. Dion** – comments by next meeting having a better handle on direction of cameras.

Chief – comments looking to level fund the grant funded patrols and. He mentions the scheduled patrols coming up. **D. Dion** – motion to level fund 01-4210-1-150-1 DWI at \$5000.00. **M. Rolfe** - second. All in favor. **Motion passes.**

Chief – comments these patrols are for safe commute and distracted driving. **D. Dion** – motion to level fund 01-4210-1-150-2 Selective Traffic Control at \$4000.00. **M. Rolfe** - second. All in favor. **Motion passes.**

Chief – comments looking to level fund this line and mentions with COVID 19 and no court this line is not depleted and may look to review 2022. **D. Dion** - mentions this line is down from past years and motion to level fund 01-4210-1-150-3 Police Witness Fees at \$2000.00. **M. Rolfe** - second. All in favor. **Motion passes.**

Chief – explains leaving the line open for anticipated grants. **D. Dion** – motion to level fund 01-4210-1-150-4 PD OHRV at \$1.00. **M. Rolfe** - second. All in favor. **Motion passes.**

Chief – explains looking to reduce line. **D. Dion** - questions reduction. **Chief** – mentions reduced number of part-timer officers. **D. Dion** – motions to fund 01-4210-2-290-1 Uniforms at \$9,000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments the Department is looking for level funding \$23,500. **D. Dion** – motions to level fund 01-4210-3-340-1 Computer Services at \$23,100.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments looking for level funded and mentions the notes cleaning the training room. **L. Deeb** – explains the PD will be absorbing cost of cleaning community room and lobby bathrooms. **D. Dion** –motion to level fund 01-4210-3-360-1 Custodial Services at \$7,120.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments looking for level funded at \$1200. **D. Dion** –motions to level fund 01-4210-3-370-1 Medical Services at \$1200.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments department is looking to level fund. **M. Rolfe** – questions prosecution going good with court restrictions. **Chief** – mentions zoom court hearings. **D. Dion** - motion to level fund 01-4210-3-390-0 Court Prosecution at \$20,000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – reminds the commission this was an anticipated increase for the radar trailer software and cloud service of \$1500 and ask to increase this line for that cost. **D. Dion** – motion to fund 01-4210-3-390-1 Radar at \$2350.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – explains the maintenance plan replacing portables and maintenance for upgrade made to radios has over expended line but looking to level fund. **D. Dion** – motion to level fund 01-4210-3-390-2 Radio Maintenance at \$5000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comment looking to level fund training in light the young officers and continued training opportunities. **D. Dion** – motion to level fund 01-4210-3-390-4 Training at \$4,550.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments initial plan was to discuss increase to cover body cameras but will discuss with Selectmen plan to purchase 2020 and will look to level fund. **D. Dion** – motion to level fund 01-4210-3-390-4 Photography at \$300.00. **M. Rolfe** – 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 \$3500.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments looking to level fund **D. Dion** – motions to level fund 01-4210-5-560-1 Plant Costs at \$7,000.00. **M. Rolfe** - second. All in favor. **Motion passes.** **Chief** – comments briefly why the line is over budget.

Chief – explains looking at level funding for. He outlines what costs related to in this line. **D. Dion** – motion to level fund 01-4210-6-610-1 Police Equipment at \$6,000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments the bulk of this time is associated to the maintenance plan cost of the department copier. **D. Dion** – motions to level fund 01-4210-6-610-2 Office Equipment at \$2,000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments looking for level funding. **D. Dion** – comments this line has been at this amount for years and motions to level fund 01-4210-6-630-1 Postage at \$600.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments there is a slight increase which represents the increase to the subscription to Leads online which is a valuable tool. **D. Dion** – mentions the pawn shop leads assist the department is locating stolen items and motion to level fund 01-4210-6-640-1 Subscriptions/Dues at \$4,100.00. **M. Rolfe** – 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 \$5800.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – outlines what consists and will likely expend and mentions looking for level funding \$2250.00. **D. Dion** – motion to level fund 01-4210-6-660-2 Police Supplies at \$2,250.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – comments looking for level funding. **D. Dion** – motion to level fund 01-4210-6-660-3 Canine Supplies line at \$3000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

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

Chief – reviews the cruiser plan for the next few years and what he envisions it will entail. He outlines the advantages of getting one cruiser in 2021 and paying for it outright to keep future costs from substantially increasing. He further mentions the line may not be vastly reduced but will allow the purchase of set-up without substantial increase. **M. Rolfe** – asks about new style cruisers are. **Chief** – comments on the new styled vehicles and the extended width. He further mentions the new direction of Ford is the hybrid style but mentions for 2021 reduction in line by \$5500.00. **D. Dion** - motion to fund 01-4210-7-700-1 Police Cruisers at \$69,000.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – explains looking to level fund for this year but explains want to work with Harley, mentioning Harley had some restructuring with company but looking to purchase lease outright. **D. Dion** – questions Chief about turning in lease this year to purchase body cameras and if what motorcycle back revisit. **Chief** – believes a positive community policing tool and will discuss any changes with leasing with commissioners at next meeting. **D. Dion** – motion to 01-4210-7-700-1 Motorcycle approve line at \$3,500.00 **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – outlines the department is looking for level funding on this line but comments on tire costs. **D. Dion** – motion level fund 01-4210-7-710-1 Cruiser Maintenance at \$10,550.00. **M. Rolfe** – second. All in favor. **Motion passes.**

Chief – mention COVID played a part in fuel usage and mentions the department is looking to reduce line by \$2500.00 and take another look at reducing in 2022. **D. Dion** – motion to reduce 01-4210-7-720-1 Cruiser Fuel to \$22,500.00. **M. Rolfe** – second. All in favor. **Motion passes.**

D. Dion – comments overall the budget is \$7600.00 less than last year's budget. He further comments Commissioner McCarthy is not going to make the meeting.

NEW BUSINESS

D. Dion – mentions last on agenda is employee evaluation. **M. Rolfe** – motions based on the satisfactory evaluation of Anita Lombardo and award her a step increase from Labor Grade 8, Step 13 to Labor Grade 8, Step 14. **D. Dion** – second. All in Favor. **Motion passes.**

Chief – mentions discussing promotion of Officer Lombardo. **D. Dion** – motion to promote Officer Lombardo to Master Patrolman at a Labor Grade 11, Step 9. **M. Rolfe** – second. All in Favor. **Motion passes.**

M. Rolfe – motions based on the satisfactory evaluation of Calvin Kapos and award him a step increase from Labor Grade 11, Step 8 to Step 9. **D. Dion** – second. All in Favor. **Motion passes.**

M. Rolfe – motions based on the satisfactory evaluation of Jarlene Cornett and award her a 2% increase. **D. Dion** – second. All in Favor. **Motion passes.**

M. Rolfe – motions based on the satisfactory evaluation of Jason lentile and award him a step increase from Labor Grade 6, Step 7 to Step 8. **D. Dion** – second. All in Favor. **Motion passes.**

D. Dion - motion to adjourn at 7:53 PM. **M. Rolfe** - second. All in favor. **Motion passes.**

Meeting closed at 7:53 pm.

Minutes approved by _____ on _____.