

Claremont Police Commission Meeting

Public Meeting Minutes

Wednesday January 24, 2018 @ 5:30 PM

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Claremont Visitor Center

North Street

Claremont, NH

(This was a rescheduled meeting from 1/17/2018)

- I. Roll call & Call to Order: The meeting was called to order **at 5:39pm**. Commissioner Tremblay, Commissioner Raymond and Commissioner Courtemanche were all present. C.M McNutt was not present for this meeting and was attending a Claremont City Council meeting. Chief Chase was present.
- II. Citizens Forum: There were no citizens to address the Police Commission at this meeting.
- III. Review of Minutes: Commission Tremblay alerted Chief Chase of an error his name being in the meeting minutes and he was not present. After review of the Public Meeting Minutes for December, Commissioner Raymond made a motion to accept said minutes with the correction. The motion was seconded by Commissioner Courtemanche. The motion was then voted on and passed.
- IV. Review of monthly Reports: December 2017 Monthly Reports:
 - a. Chief's Office. Chief Chase was asked about the Bath salts meeting that occurred and he gave some additional information on the issue that this area is facing as it relates to this. He alerted the Commission that a follow up meeting will occur in early February and more agencies want to be included in the planning a response to these types of calls. This is indicating that the problem is growing. The US Attorney's office has been working with Claremont PD on emergency scheduling of this substance.
 - b. Patrol Division. The new schedule was further discussed and the commission was given the most recent update on how it is working. They also noticed the increase in motor vehicle stops by CPD. This has a lot to do with more officers working the road now that we are coming out of our staffing crisis. Commission Raymond asked if the Integrity Questionnaire that is now used by CPD is working. They were advised that it did cause an applicant to be

taken out of the hiring process, which was the purpose. Absent this form this applicant may have caused several hours of work by a background investigator before they learned that they had a disqualifier to become a police officer.

- c. Investigations.
- d. Communications.
- e. Statistical Reports – This report showed the entire 2017 year and compared it to 2016. There were increased areas as well as decreased area. Some areas seem to always run consistent. One such area is the area of vandalism. 2017 had the same exact number of crimes that 2016 had. Commissioner Raymond pointed this area out and asked if there may be a possible strategic response Claremont PD could take in response to this problem area. More information would be needed by the administration to determine if there is more that could be done.
- f. Budget update: Police/Communications – The budget continues to track as expected. Chief Chase advised that he compared his 6 month budget to the same time last year.

V. Correspondence: A letter from Attorney Shaheen and Gordon was provided to the Police Commission. This letter was sent to the City of Claremont but had some reference to the police department. Chief Richard Bergeron sent a thank you card to Chief Chase and copy was provided to the Commission.

VI. CALEA: The commission was provided a copy of the CPD Annual Status Report that was sent to CALEA. The remote assessment occurred in December and CPD passed with no issues. A.M. William Wilmot is doing a great job in keeping all standards current and seeking proofs of our compliance at all times. We will continue to update policies and keep current with trends and practices in law enforcement.

The 2017 Bias-Based Profiling report was provided and discussed as well as the 2017 Use of Force analysis. These are great tools for the Claremont Police to use to better our response and future planning.

VII. Old Business: The commission was advised that Claremont Police has requested its last payment for the COPS grant that was awarded 4 years ago. This request occurred in December and when paid by the US government this grant will be closed out. There may be additional opportunities to apply for COPS grant and if that opportunity presents itself we will apply.

The Annual review of Criminal Intelligence function was provided to the Police Commission. This is completed by Capt. Lee. This information sharing that occurs is a very valuable tool in the combat of major crime.

The 2017 year end recruitment report was provided. This report gave an overview of the recruitment efforts that were made by CPD.

The new Police Captain Job description was presented to the Police Commission. This new description was an effort of Chief Chase to have an accurate description of what the Patrol Captain and the Criminal Division Captain are doing. The Deputy Chief position has not and is not intended to be part of the chain of command at CPD. The previous Captain Job description had many references to this position answering to the Deputy Chief. This job description will later be provided to the Personal Advisory Board for the City of Claremont.

- VIII. New Business: General Order 410.8 – Interstate Carry/Retired Officer Firearms Qualification was presented to the police commission. There was a change to the NH Police Academy rules which required a change to this policy. This policy was read and discussed. Commissioner Raymond made a motion to accept G.O. 410.8 as presented. The motion was seconded by Commissioner Tremblay. It was then discussed and the motion was passed.

At 7:02 Commissioner Raymond made a motion to go into non-public session pursuant to NH RSA 91-A: 3 II (a) personnel, the motion was seconded by Commissioner Courtemanche. The motion was voted and passed

- IX. Public Session: The meeting returned to public session at 7:10 pm
- X. Set February 2018 meeting: Meeting set for February 21, 2018 at 5:30 pm. This meeting will be held at the Claremont Police Department.
- XI. Adjourn: **At 7:14 pm** Commissioner Courtemanche made a motion to adjourn, the motion was seconded by Commissioner Raymond and the motion passed.

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Prepared by:


Mark T. Chase

Chief of Police