

Claremont Police Commission Meeting

Public Meeting Minutes

Wednesday November 28, 2018 @ 5:30 PM

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***Claremont Police Department
58 Opera House Square
Claremont, NH***

- I. Roll call & Call to Order: The meeting was called to order at **5:36pm**. Commissioner Courtemanche, Commissioner Raymond and Commissioner Tremblay was present for this meeting. Chief Chase was also present. There were no members from the public at this meeting.

- II. Citizens Forum: None

- III. Review of Minutes: After review of the Public Meeting Minutes for the October 17, 2018, Commissioner Raymond made a motion to accept said minutes. The motion was seconded by Commissioner Tremblay. The motion was then voted on and passed.

- IV. Review of monthly Reports:
 - a. Chief's Office. Chief Chase spoke about some of the topics listed in his monthly report.
 - b. Patrol Division. Chief Chase provided some feedback on some of the topics that were contained in Captain Wilmot's report.
 - c. Investigations. Chief Chase expressed his appreciation on a case that Captain Lee details in his monthly report. The entire criminal division is working very hard on a lengthy and detailed sexual assault case. They still have much more to do but the commitment level to gather all the information they can to present the best case they can has not gone unnoticed.
 - d. Communications. Comm Spec. St. Pierre provided a monthly report but there was no discussion on its contents.
 - e. Statistical Reports – The provided October 2018 crime comparison report was reviewed.
 - f. Budget update: Chief Chase provided an overview of the budget as of the date of the meeting. All line items are tracking as expected and as budgeted

- V. Correspondence: The Claremont Police was requested to complete a census to the Department of justice for what this agency handles as the police department that covers the City of Claremont. This information will be used for several reasons within the federal government. It can also be used for grants that the United States government issues and approves.

Chief Chase also provided an internal memo as part of the correspondence for this meeting. This internal memo is from Lt. Kenniston of the Claremont Fire Department. That agency applied for a grant to obtain small personal carbon monoxide detectors. They included the Claremont Police in this grant which was approved. The CO detectors are now located in each police vehicle. These units are easily obtained by a police employee when they respond to a call and there is a suspicion of CO gas. This is an odorless gas and can kill if exposed for extended periods of time. Claremont Police and Claremont Fire recently responded to a call where this gas caused injury to some residents as well as all of the first responders. This unit will provide a much-needed tool to use when they discover a scene that just does not look right. They can use this to check to rule out or rule in the possibility of a CO exposure. Commissioner Raymond expressed her pleasure in knowing that agencies are working together when a problem is found. All the officers have been trained in the use of these devices.

VI. CALEA – Claremont Police was notified that the agency has been selected for an onsite CALEA inspection between June 17 – 19, 2019. Accreditation Manager Wilmot is gearing up for this visit. The formal review before the Accreditation Commission is set for November 13 – 16, 2019 in Covington Kentucky. If all goes well with the review this will mark the third appearance and accreditation by Claremont Police.

VII. Old Business:

- Chief Chase provided a tour of the Claremont Police Department to all the Commissioners. The tour was focused on the recent upgrades within the agency. Chief Chase discussed the changes to the Communications Center as well as the Police Break room and the female locker room. The break room is still in need of a paint job and the female locker room is still not complete but only has a light to be installed and ceiling tiles. There was an issue with the planned upgrade of the shower stalls. Chief Chase is working on a solution with the General Contractor, Dunbar Welding. Chief Chase will update the commission when all is complete.
- An overview of the completed fleet was also given to the Commission. The last cruiser arrived today and will be online over the next 24 hours.
- Cruiser and Body Camera project. Chief Chase advised that this project had a couple setbacks but only because the fleet was such in flux with the upfit. Now that the fleet is completely online the cruiser camera project can move forward which will also mean the body camera project will be going forward. Chief Chase is still planning on the start date being January 1, 2018

- NH Highway Safety Grant and Ballistic Vest grant have been both officially accepted by the City Council in October

VIII. New Business:

- No new business was discussed.

At 6:23 Commissioner Tremblay 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 6:56

X. Commissioner Courtemanche made a motion to seal the minutes of the non-public meeting due to personnel matters. Commissioner Tremblay seconded the motion and it passed and approved.

XI. The next meeting of the Claremont Police Commission was set for December 19, 2018 at 5:30pm and will be located at the Claremont Visitor Center.

XII. Adjourn: **At 6:59 pm** Commissioner Courtemanche 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

