

Claremont Police Commission Meeting

Public Meeting Minutes

Wednesday February 20, 2019 @ 5:30 PM

@

Claremont Visitor Center

14 North Street

Claremont, NH

- I. Roll call & Call to Order: The meeting was called to order at **5:32pm**. Commissioner Tremblay and Commissioner Raymond were present. Commissioner Courtemanche arrived shortly after the meeting was called to order. Chief Chase was also present. Captain Lee also joined the meeting at approximately 5:50pm. 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 January 16, 2019, Commissioner Courtemanche made a motion to accept said minutes with the correction. The motion was seconded by Commissioner Raymond. Commissioner Tremblay reviewed the minutes but recused himself from the vote to approve since he was not present for the January 2019 meeting. 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. Lt. Stanley Andrewski who is the acting Patrol Division Commander completed an overview of the patrol activity for January 2019.
 - c. Investigations. Captain Lee completed a report on the activity of the criminal division.
 - d. Communications.
 - e. Statistical Reports – The provided a four week January 2019 crime comparison report was reviewed. This report was slightly different in its presentation compared to previous discussed report. Chief Chase will provide this copy and the previous version for February 2019 at the March meeting so the Commission can compare they style to determine if this report should be submitted for future meetings.
 - f. Department Training. Chief Chase provided an overview of the department training that occurred in January. This report was generated by the new Guardian Tracking software that CPD started using in 2019. This report gives an overview of what occurred within the department for training for the employees. Claremont PD may expand the use of this

software and future reports may be submitted to the Police Commission. Training is normally discussed in department reports.

- g. Recognition Report – This is also a new report for the Claremont Police Commission to review. The report details peer, public and Supervisor recognition.
- h. Budget update: Chief Chase provided an overview of the budget as of the date of the meeting.

V. Correspondence: Chief Chase provided copies of a thank you note for a donation that the Claremont Police Association made to a City Hall employee. An apology letter was also provided addressed to Claremont Police from a local woman who has had police contact several times over the last year. A letter from an employee from the Division of Children, Youth and Families thanking Det. Joshua Wade and Officer Michael Puksta for their professionalism during a call in Claremont in January 2019

Chief Chase also provided a copy of the December 2018 NH Drug Monitoring report which tracks several aspects of the drug issue in the State of NH. The 2018 Overview Drug Environment report was also provided.

VI. CALEA – Chief Chase provided the Claremont Police CALEA Assessment report. This is a three year overview report and it will be used as a reference for the upcoming on-site review.

Chief Chase reminded that the on-site will occur in June 2019. The staff is looking forward to this and are making all the preparations for this event.

VII. Old Business:

The Claremont Police Commission went through and approved the Claremont Police Department Strategic Plan. A copy of this Strategic Plan was provided to the Claremont City Council with Chief Chase's submission of his monthly report for February 2019.

Chief Chase updated the Commission on the meeting he had with all of the Towing companies that are on the Claremont Police List. This list includes:

- Washington Street Mobil
- Dexter Towing
- Dubois Towing./ Don Tayler Auto

Several issues were discussed with one issue being a very hot topic, abandoned motor vehicles. There has been an increase in this type of call in Claremont through the years and this topic was discussed on how these types of calls will be handled.

The Annual review of the Criminal Intelligence Function was provided. This was conducted in December but Chief Chase did not provide it at the January Meeting. There was no discussion on this topic.

Commissioner Courtemanche requested an update on the Body/Cruiser Camera project. Chief Chase advised the Commission that he met with two final companies again to finalize the decision. Chief Chase hopes to sign the purchase agreement for these units in the next week. The commission will be reviewing the first policy on this topic at the March meeting.

V. New Business:

- There was no new business at this meeting.

At 6:10 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.

Public Session: The meeting returned to public session at 7:19

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

The next meeting of the Claremont Police Commission was set for March 20, 2019 at 5:30pm and will be located at the Claremont Police Department.

Adjourn: At 7:22 pm Commissioner Raymond made a motion to adjourn, the motion was seconded by Commissioner Courtemanche and the motion passed.

Public Meeting Minutes

Prepared by:

Mark T. Chase, Chief of Police

