

# Claremont Police Commission Meeting

## Public Meeting Minutes

*Wednesday March 20, 2019 @ 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 **5:33pm**. Commissioner Tremblay and Commissioner Raymond were present. Commissioner Courtemanche advised the Commission that she had an unexpected trip and was not available for the meeting. She was provided copies of the monthly reports and other information discussed at this Commission meeting. Chief Chase, Captain Wilmot, Records Manager Marcy St. Pierre and Accreditation Manager William Wilmot were 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 February 20, 2019, Commissioner Raymond made a motion to accept said minutes as presented. 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. The E-Ticketing and new State of NH Accident Reports were discussed. The main changes will be that both of these documents will be completely digital and there will be no need to print these reports for the official filing of the reports.
  - b. Patrol Division. Lt. Stanley Andrews who is the acting Patrol Division Commander completed an overview of the patrol activity for February 2019.
  - c. Investigations. Captain Lee completed a report on the activity of the criminal division.
  - d. Communications. Marcy St. Pierre prepared a report and spoke of the content of her report. She explained the process of the Communications Center holding all warrants for the Sullivan County Sheriff's Office. The warrants from the Superior Court are referred to as a Capias warrant. She discussed the process of when the Sullivan County Sheriffs are not working and the Communications Center is notified that someone has been located on a warrant.
  - e. Department Training. Chief Chase provided an overview of the department training and Peer, Public and Supervisor Recognition.

f. Budget update: Chief Chase provided an overview of the budget as of the date of the meeting.

V. Correspondence: Chief Chase also provided a copy of the January 2019 NH Drug Monitoring report which tracks several aspects of the drug issue in the State of NH.

VI. CALEA – Chief Chase requested A.M. Wilmot to provide a snapshot view of CALEA and the Grants that he maintains. A.M. Wilmot provided a written report and then provided an oral presentation on the state of CALEA as well as an overview of the upcoming CALEA assessment. Some of the highlights of our current process was discussed.

- Claremont NH Police was selected as one of seven agencies nationwide in 2016 to test and use the new remote assessment process through CALEA. The other agencies that were selected were:

Agency	State	Personnel
Lee County Sheriff's Office	Florida	1024
Douglas County Sheriff's Office	Colorado	465
Conyers Police Department	Georgia	92
Findlay Police Department	Ohio	91
Greenbelt Police Department	Maryland	70
Thomasville Police Department	Georgia	66
Claremont Police	New Hampshire	31

- CALEA is soon moving to the 6<sup>th</sup> edition Standards. Since CPD was the first to use the remote assessment we will not move to this edition until after the next onsite assessment.
- The departments CALEA "Site Based Assessment" will be June 17-19, 2019. We will learn the names of the assessors who will be assigned to CPD in April. They will be in Claremont for three days. They will check on our compliance with the current standards.

A.M. Wilmot discussed the Grants he has been involved with to include the NH Highway Safety and the NH Fish and Game Grants that Claremont Police Department has received.

VII. Old Business:

The Claremont Police Commission was provided product information on the system that was selected for the CPD Body-worn and Cruiser camera system. This system is a manufactured

by Panasonic and is known as the Arbitrator. The installation of the equipment is set for April 3 & 4, 2019. Policy 440 was also presented and discussed on the use of this system. The departments plan is for the installation to be completed and all equipment be in place and working after being tested. The policy will be again reviewed at the April 2019 meeting and if adopted will allow for the launch of the system in late April. There will be a department meeting and training for the launch of these systems.

V. New Business:

- There was no new business at this meeting.

**At 6:22** 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 Tremblay. The motion was voted and passed.

**Public Session:** The meeting returned to public session at 6:59

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

The next meeting of the Claremont Police Commission was set for April 17, 2019 at 5:30pm and will be located at the Claremont Visitor Center.

**Adjourn: At 7:01 pm** Commissioner Raymond made a motion to adjourn, the motion was seconded by Commissioner Tremblay and the motion passed.

**Public Meeting Minutes**

**Prepared by:**

**Mark T. Chase// Chief of Police**

