

Claremont Police Commission Meeting

Public Meeting Minutes

Wednesday April 18, 2018 @ 5:30 PM

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Claremont Visitor Center
14 North Street
Claremont, NH*

- I. Roll call & Call to Order: The meeting was called to order **at 5:34pm**. Commissioner Raymond, Commissioner Courtemanche and C.M McNutt was present for this meeting. Commissioner Tremblay arrived approximately 10 minutes into the meeting. Chief Chase was also present.
- II. Citizens Forum: There were no citizens to address the Police Commission at this meeting.
- III. Review of Minutes: After review of the Public Meeting Minutes for the March 21, 2018, Commissioner Courtemanche made a motion to accept said minutes. The motion was seconded by C.M. McNutt. The motion was then voted on and passed.
- IV. Review of monthly Reports: December 2017 Monthly Reports:
 - a. Chief's Office. Chief Chase spoke about some of the topics listed in his monthly report. The largest topic in his report was the update on the K-9 program. Ofc. Petrin picked his new partner, Maverick AKA – Ricky. The two have now started the training and Chief Chase will provide updates as the training progresses. Chief Chase provided a picture of Ricky with his monthly report. The commission talked about the mutual aid aspect of having a dog as well as the financial aspect of having a K-9 Program. The policy that governs the K-9 program was discussed during the topic of CALEA standards.
 - b. Patrol Division. Captain Wilmot provided an overview of the new pre-police academy training that we conduct with the new officers. A sample schedule was provided. Several events caused issues with this new program but Capt. Wilmot will build on the existing training program and make improvements for the next new hire.
 - c. Investigations. Captain Lee provided an overview of some of the investigation that his division had handled in March. They were able to resolve a number of cases.
 - d. Statistical Reports – The provided March 2018 crime comparison report was reviewed.

e. Budget update: Police/Communications – The budget continues to track as expected. The FY2019 budget hearing date has been set and Chief Chase will present his budget to City Council in May.

V. Correspondence: The February NH Drug Monitoring Initiative was provided. The Commission was provided copies of an email that Chief Chase received about a donation that Claremont PD received in 2017. This donation is now hanging in the lobby of Claremont PD. The email was from a resident of Claremont who wanted it removed and cited issues that he had with it being placed in the lobby. I provided the Commission with my response and my decision not to remove it from the lobby. The Commission openly supported this decision. .

The Commission was provided a copy of the invitation of the 175th Police Academy graduation which occurs on April 20, 2018. Officer Cameron Blewitt graduates this day. Chief Chase plans on attending and will have other officers with him.

Chief Chase also received a thank you letter from Hollis PD for allowing A.M. William Wilmot to assist the Hollis PD national accreditation assessment. This occurred on March 20, 2018. The departments that work with CALEA all help each other out when help is needed. This is a great benefit to the program.

VI. CALEA: General Order 320 Exculpatory Evidence Protocol and Schedule was presented this month. This policy follows the NH Attorney Generals protocol on how to handle these situations. The AG protocol has been active and in place since 2017. We have now incorporated it into our policy. It should be noted that without a policy the Claremont Police Department would still have to follow the protocol that had been set. The order was discussed and after all questions were answered Commissioner Courtemanche made a motion to approve G.O. 320. The motion received a second from City Manager McNutt. There was no discussion on the motion and the motion then was voted on and passed.

The commission then discussed G.O. 404.6 K-9 Operations. The commission had discussed some points of this policy during monthly reports. The content of the General Order appears to all the commissioners to be sound and all supported the order. There were a few changes in wording requested of the General order. It was decided to table this order and have it come before the Commission at the May 2018 meeting for approval and signature

VII. Old Business: Chief Chase discussed his intention to include an employee recognition aspect for the May 2018 meeting. This meeting will occur during Police Memorial Week. The Commission supported this goal and they will be provided updates as the plans progress.

VIII. New Business:

- NH Drug Take back is set for April 28, 2018. All the Commissioners were asked to assist in spreading the word so all unused drugs can be properly disposed of.
- Chief Chase advised the Police Commission that he will be setting a date for the Police Bike Auction. Chief Chase intends to have this in May.
- Chief Chase alerted the Police commission to all the community events that are now quickly approaching. These events include Prom, Stevens Graduation and the Alumni Day parade. These are only some of the events that occur in the spring and are some of the reason that the spring time is known as our busy time.

At 6:38 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 Raymond. The motion was voted and passed

IX. Public Session: The meeting returned to public session at 7:21 pm

X. Set May 2018 meeting: Meeting set for May 16, 2018 at 5:30 pm. This meeting will be held at the Claremont Police Department.

XI. Adjourn: **At 7:25 pm** Commissioner Courtemanche made a motion to adjourn, the motion was seconded by City Manager McNutt and the motion passed.

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Prepared by:

Mark T. Chase// Chief of Police

