

Claremont Police Commission Meeting

Public Meeting Minutes

Wednesday June 20, 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 **5:31pm**. Commissioner Raymond, Commissioner Courtemanche and Commissioner Tremblay was present for this meeting. Chief Chase and Captain Lee was also present. Patrick O'Grady was also present from the Valley News.

- 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 May 20, 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. Due to the activity of the police department over the last month Chief Chase advised the Commission that he did not require Captain Wilmot, Captain Lee or Marcy St. Pierre to complete a monthly report. They will complete a report for the next meeting that will cover this time period.
 - b. Patrol Division. None
 - c. Investigations. None.
 - d. Statistical Reports – The provided May 2018 crime comparison report was reviewed.
 - e. Budget update: Police/Communications – The FY19 Police and Communications budget passed city Council in June. Chief Chase reports that he will supply a copy of the FY19 budget at the next meeting. Chief Chase reports that his FY18 budget had a surplus of funds due to staffing shortage. Chief Chase had requested unused money for several encumbrance items for the FY19 budget. All requested encumbrances were passed. A complete list will be submitted at the next meeting. One item will be discussed during the topic of old business which involves the camera project that has been discussed at previous meetings.

V. Correspondence: The Claremont Police received a thank you note from Cheryl and Dan Cucchiara of the support given by members when she lost her son in May. Chief Chase also received a thank you letter from the Connecticut State Capital Police for allowing A.M. William Wilmot to assist with their national accreditation assessment.

VI. CALEA: The commission then discussed G.O. 202 Selection of Personnel. Captain Lee gave an overview of the training he recently attended which resulted in the administration in changing this policy. These changes affect the way that backgrounds are completed as well as what is allowed to be placed in a conditional offer of employment. The commission learned of the changes and at the end of the discussion Commissioner Tremblay made a motion to adopt Policy 202, Selection of Personnel as written. Commissioner Raymond seconded the motion and after no further discussion the motion was passed and the policy adopted.

VII. Old Business:

- OHRV Grant. – Chief Chase learned after the May meeting that this grant was approved by the State of NH and he is attending City Council on June 27, 2018 to request that these funds be accepted. He stated that the trail system in Claremont is an asset for the city and the proper enforcement and presence on the trails are crucial to keeping it maintained and enjoyable for all that use it. He believes it will be supported by City Council.
- Chief Chase learned that the Ballistic Vest grant that he applied for has also been approved by the Federal Government. The funds have been set aside for the 50/50 match for ballistic vests that are purchased by Claremont Police Department. This grant is an annual grant that Claremont Police has applied for almost every year and has received. Overall this grant has saved the City of Claremont over \$20000.00 over the last 15 years.
- Department renovations. Chief Chase reports that the construction at Claremont Police has started. The Request for Proposal has gone out and the winning bid has been accepted. The areas that are to be improved with his project include the dispatch window, break room and the female and male locker room. The de-construction has started and Chief Chase believes the upgrades will be completed by the end of July.
- Camera Project. Chief Chase spoke at the May 2018 Police commissioner meeting about the desire to explore body cameras for the Claremont Police Department. When speaking of this project at that time the Claremont Police only had funds for a cruiser camera project. Chief

Chase made a request to encumber money from the FY2018 budget and put it towards the purchase of a body camera project. So initial research has been completed and the funds that have been set aside is believed to be enough to purchase the equipment for each program. Chief Chase and Captain Lee gave an overview of the current issues in law enforcement and how this program could be integrated and used. The commission was provided a copy of NH RSA 105-D BODY-WORN CAMERAS. This RSA was adopted in 2017 and is the state law that governs the use. Claremont Police would need to institute a strong and effective policy that mirrors the RSA. CALEA will be a valuable asset towards the proper guidance of this project. The commission supports the continued research and policy development of the cruiser camera project as well as the body-worn camera project. Chief Chase stated he would like to have all the information possible for the policy at the August Police Commission meeting and possibly have the equipment purchased and possibly launch the program in September 2018.

VIII. New Business:

- Chief Chase reports that he and Chief James Burroughs of Newport Police Department partnered to apply for the NH Law Enforcement Opioid Abuse Reduction initiative. Newport Police was the applicant but Claremont Police provided information and agreed to partner in this program. This program would allow for extra patrol and enforcement as it relates to drug related activity. Chief Chase advised he learned this week that the grant was approved but the final amount to be awarded as not been disclosed. The State of NH has also advised they would like to use this partnership as a model for other agencies that are dealing with this issue and encourage other agencies to work together because this problem does not honor or pay attention to city or town limit signs.

At 6:37 Commissioner Courtemanche 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 7:17

X. Commissioner Courtemanche 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.

XI. Set July 2018 meeting: Chief Chase will be on vacation from July 9 – 20, 2018. The normal July meeting would have been scheduled for July 20, 2018. Chief Chase requested that this meeting be cancelled and the August meeting be moved to the second week of August and would cover both months. Once that meeting occurs the normal schedule would be returned to. Commissioner Raymond had been released during the non-public session and was present for this discussed on. Commissioner Courtemanche and Commissioner Tremblay were agreeable to this. Chief Chase will contact Commissioner Raymond on June 21, 2018 and seek her input. Meeting set for June 20, 2018 at 5:30 pm. This meeting will be held at the Claremont Visitor Center Department.

XII. Adjourn: At 7:17 pm Commissioner Courtemanche made a motion to adjourn, the motion was seconded by Commissioner Raymond and the motion passed.

Public Meeting Minutes

Prepared by:

Mark T. Chase// Chief of Police