

Claremont Police Commission Meeting

Public Meeting Minutes

Wednesday, September 21st, 2016 @ 5:30 PM

@ Visitor's Center/Planning & Development Office, 14 North Street

- I. Roll call & Call to Order: The meeting was called to order at **5:32 pm**. Commissioner Courtemanche and Commissioner Raymond were present. Commissioner Tremblay was excused. Chief Scott was present along with Captain Chase and Acting Lieutenant Wilmot.

- II. Citizens Forum: No citizens appears for citizen's forum.

- III. Review of Minutes of August 17th, 2016 Public Meeting: The August 17th, 2016 Public Meeting minutes will be reviewed and approved at the October meeting since Commissioner Raymond was excused from the August 17th meeting and Commissioner Tremblay was excused from this meeting.

- IV. Preview of September and October, 2016 upcoming events: Chief Scott briefed the Commission on the Brew Fest and Brew Fest 5K scheduled for September 24th, the Chili Cook-Off and Chili Cook-Off 5k Scheduled for October 1st and the Firemen's Parade scheduled for October 15th.

- V. August 2016 Monthly Reports:
 - a. Chief's Office
 - b. Investigations
 - c. Patrol
 - d. Communications

e. Statistical Reports

The August monthly reports were reviewed with particular focus on the passage of Senate Bill 152, the scheduling changes designed to better align resources with call volume based on the number of vacancies created by recent resignations, the arrest of Jesse Jarvis, the recent indictment of Aaron Moeller for negligent homicide by the Grafton County Attorney's office, and the changes to fire scene dispatch. The Commission commented on the continued downward trend on overall crime statistics and asked for a five year review to see how this year compares to the previous five. Chief Scott will present the five year review and next month's meeting. After review and discussion, Commissioner Courtemanche made a motion to accept the August 2016 Monthly Reports, the motion was seconded by Commissioner Raymond and both Commissioners voted in favor of said motion.

VI. Correspondence: A thank you letter from the Elm Wood Center was reviewed along with an expression of appreciation for the \$200 reimbursement from the Elm Wood Center to help offset the staffing and equipment costs of the recent Active Shooter training and drill we conducted at their facility.

VII. Accreditation / Grants update:

a. Update on First Annual CALEA Remote Assessment: The Commission reviewed Accreditation Manager Wilmot's memorandum outlining the Claremont Police Department's First Annual CALEA Remote Assessment process. This is a new process established by CALEA to ensure continued compliance with standards during the four year period between on-site assessments. This is the first time these assessments are taking place using the new computer based accreditation file maintenance program and the Claremont Police Department was one of seven agencies chosen nationwide to participate in this process. Chief Scott and Accreditation Manager Wilmot both noted it was an honor to be chosen as a beta test site for this new initiative and the Commission concurred.

VIII. Budget Update:

- a. Police: Chief Scott noted that overall percentages are tracking in an acceptable fashion. He did note that the Miscellaneous line item is already overspent based on the number of new employee psychological exams necessary to fill current vacancies. Chief Scott noted this overage will continue to climb based on the fact that at least three more vacancies need to be filled.
- b. 911: Chief Scott noted overall percentages are tracking in an acceptable fashion. While the budget currently shows a slightly higher percentage spent, that is based on large front loaded expenses for software leases and maintenance and repair contracts.

IX. Old Business: Not applicable.

X. New Business:

- a. Recruiting Interviews – to be held in non-public session
- b. Promotions – to be discuss in non-public session

At 5:54 pm 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 Courtemanche and both Commissioners voted in favor of said motion.

XI. Public Session: The meeting returned to public session **at 7:02 pm.**

XII. Set tentative meeting(s) Schedule for October 2016 meeting: The October 2016 Claremont Police Commission meeting was tentatively scheduled for Wednesday October 19th, 2016 at 5:30 pm at the Visitor's Center, 14 North Street.

XIII. Adjourn: **At 7:03 pm** Commissioner Courtemanche made a motion to adjourn, the motion was seconded by Commissioner Raymond and both Commissioners voted in favor of said motion.

Public Minutes

Prepared by:

Chief Scott