

Claremont Police Commission Meeting

Public Minutes

Wednesday, January 20th, 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 5:29 pm**. Commissioner Courtemanche, Commissioner Raymond and Commissioner Tremblay were present. Chief Scott was present.
- II. Citizens Forum: No citizens appeared for citizen's forum.
- III. Review of Minutes of December 16th, 2015 Public Meeting: After review of the December 16th, 2015 public meeting minutes Commissioner Courtemanche made a motion to accept said minutes, the motion was seconded by Commissioner Tremblay and all three Commissioners voted in favor of said motion.
- IV. Preview of January and February, 2016 upcoming events: Chief Scott noted that the only upcoming event is the Pig Skin 5K road race that takes place on Super Bowl Sunday, February 7th.
- V. December 2015 Monthly Reports:
 - a. Chief's Office
 - b. Investigations
 - c. Patrol
 - d. Communications
 - e. Statistical Reports

The monthly reports were reviewed with particular emphasis on the traffic safety committee, the Trump event, the new wireless telephone headsets for the Communications Specialists, and the high intensity drug interdiction enforcement event. Statistical reports were reviewed and it was noted that overall changes were very minor indicating a relatively equal year to 2014. Only note was increase in Liquor Law Violations and much of that may have been attributed to one or two underage parties that

were broken up during the course of the year. Chief Scott noted that while total Calls For Service are up significantly that is primarily attributed to full staffing and the midnight shifts use of Calls for Service to track their extra patrols and building checks. After review and discussion Commissioner Tremblay made a motion to accept the December 2015 Monthly Reports, the motion was seconded by Commissioner Raymond and all three Commissioners voted in favor of said motion.

VI. Correspondence: A letter to Mr. Stephen Bergen from Elderly Housing Development & Operations Corporation (Earl M. Bourdon Center) and cc:ed to Chief Scott was reviewed. Email correspondence between Chief Scott and Mark Woods of 97 Hanover Street concerning an ongoing parking issue was reviewed.

VII. Accreditation / Grants update: ** See New Business **

VIII. Budget Update:

- a. Police: Chief Scott noted that overall percentages are tracking in an acceptable fashion. No specific issues noted in any line items at this time.
- b. 911: Chief Scott noted that overall percentages are tracking in an acceptable fashion. Overtime is well overspent, however, part time is well underspent and as a result both will even each other out.

IX. Old Business:

- a. General Order # 517: Pretrial Identification Procedures: After a thorough review and two previous corrections Commissioner Courtemanche made a motion to accept the revisions to General Order # 517: Pretrial Identification Procedures, Commissioner Raymond seconded the motion and all three Commissioners voted in favor of said motion.
- b. Department Organization: Chief Scott explained to the Commission that he hoped to have a draft before the Commission at the February meeting to the Commission. Ongoing staffing situations are impacting this ongoing project.

X. New Business:

- a. 2015 Use of Force Analysis: After review and discussion of the 2015 Use of Force Analysis Commissioner Raymond made a motion to accept said analysis, the motion was seconded by Commissioner Courtemanche and all three Commissioners voted in favor of said motion.

- b. 2015 Pursuit Analysis: After review and discussion of the 2015 Pursuit Analysis Commissioner Courtemanche made a motion to accept said analysis, the motion was seconded by Commissioner Tremblay and all three Commissioners voted in favor of said motion.

- c. 2016 Strategic Plan Update – input for 2016 update: After review and discussion the Commission had no specific input for the amendment of the Strategic Plan. The Commission agreed that any updates were more appropriately added to the Immediate Goals and Objectives for 2016.

- d. 2016 Immediate Goals and Objective Update – input for 2016 update: The Commission questioned whether we should continue to focus on a continued increase in motor vehicle informant based on the overall increase in 2015. Chief Scott said he would review that statistics and come up with an appropriate target for 2016 for inclusion in the 2016 Immediate Goals and Objectives update. The Commission also felt it was important to include a target of two “Chats with the Chief” for 2016 based on the positive response from the one conducted in 2015.

Chief Scott explained that he is soliciting feedback from the Command Staff for updates to the Strategic Planning and Immediate Goals and Objectives documents and will bring back final revisions of the Strategic Plan and Immediate Goals and Objectives for 2016 at the February meeting for final approval.

At 6:16 pm 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 and all three Commissioners voted in favor of said motion.

- XI. Public Session: The meeting returned to public session **at 6:50 pm**.
- XII. Set tentative meeting(s) Schedule for January 2016 meeting: The February 2016 meeting of the Claremont Police Commission was tentatively scheduled for Wednesday February 17th, 2016 at 5:30 pm at the Visitors Center, 14 North Street.
- XIII. Adjourn: **At 6:51 pm** Commissioner Courtemanche made a motion to adjourn, the motion was seconded by Commissioner Tremblay and all three Commissioners voted in favor of said motion.

Public Minutes

Prepared by:

Chief Scott