

Claremont Police Commission Meeting

Public Minutes

Wednesday, December 16th, 2015 @ 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 5:30 pm**. Commissioner Courtemanche, Commissioner Raymond and Commissioner Tremblay were all present. Chief Scott was present.
- II. Citizens Forum: No citizens appeared for citizen's forum. Commissioner Courtemanche wanted to pass on her thanks and Bank of NH's thanks to Sgt. Cobb and Det. Tyler for coming into the Sullivan Street Bank of NH when they observed what they believed to be a suspicious person entering the bank while they were passing by. While the suspicious conduct was unfounded, the actions of the Sergeant and Detective did not go unnoticed by the bank employees who appreciated the extra effort.
- III. Review Minutes of November 18th, 2015 Public Meeting: After review of the November 18th, 2015 Public Meeting Minutes Commissioner Courtemanche made a motion to accept said minutes, the motion was seconded by Commissioner Raymond and all three Commissioners voted in favor of said motion.
- IV. Preview of December, 2015 and January, 2016 upcoming events: Chief Scott noted that holiday coverage is not an issue this year based on current staffing and assignments. The 2015 annual employee appreciation event is scheduled for Monday, December 21, 2015.

V. November 2015 Monthly Reports:

- a. Chief's Office
- b. Investigations
- c. Patrol
- d. Communications
- e. Statistical Reports

The November 2015 monthly reports were reviewed with particular discussion and explanation of end of year payroll payments for fitness incentive, longevity and health insurance stipend; Governor Hassan's proclamation for the SRO Simonds' Project Red and Blue; the ongoing Police Standards and Training Council Funding crisis; efforts to address increase in Holiday Shopping traffic on Washington Street; Drug Task Force rotation; and focus on Property Crime and Theft reports, particularly noting that while increase has been minimal in Claremont area agencies and agencies Statewide are beginning to see a noticeable increase likely fueled by heroin crisis. After review and discussion of the November 2015 monthly reports Commissioner Tremblay made a motion to accept said reports, the motion was seconded by Commissioner Courtemanche and all three Commissioners voted in favor of said motion.

VI. Correspondence: none to review

VII. Accreditation / Grants update: Chief Scott noted that they received their Accreditation plaque which will hang in the third floor hallway. The initial Accreditation plaque and Recognition plaque will be displayed in the Accreditation office.

VIII. Budget Update:

- a. Police: Chief Scott noted that overall percentages are tracking in an acceptable fashion. The typical area of concern, overtime, is being monitored.

- b. 911: Chief Scott noted that overall percentages are tracking in an acceptable fashion. The typical area of concern, overtime, is being monitored. Chief Scott noted that any overages in overtime will easily be offset by savings in the part time line item.

IX. Old Business:

- a. General Order # 517: Pretrial Identification Procedures: After review it was noted that paragraph I. I needed amending to remove the phrase “how she/he knows the person”; Chief Scott explained how the Blind Administration process works through the use of folders to shield the photos from the officer conducting the photo line-up; Chief Scott explained that live-line ups are not done in New Hampshire and, lastly, a type was noted on page 10, paragraph 8. Corrections will be made and GO 517 will be re-presented at the January 2016 meeting.
- b. Department Organization: Chief Scott explained that the conceptual reorganization reviewed at the November meeting will likely be finalized in General Order format for the January 2016 meeting.
- c. Employee Appreciation Event: The 2016 employee appreciation event will be held on Monday, December 21, 2015 from 8:30 am to 10:30 am at the Common Man Restaurant.

- X. New Business: Chief Scott discussed the potential need for conducting a Sergeant Promotional process in early 2016.

At 6:26 pm Commissioner Raymond mad 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 and all three Commissioners voted in favor of said motion.

- XI. Public Session: The meeting returned to public session **at 6:51 pm.**
- XII. Set tentative meeting(s) Schedule for January 2016 meeting: The January 2016 meeting of the Claremont Police Commission was tentatively scheduled for Wednesday January 20th, 2016 at 5:30 pm at the Visitors Center, 14 North Street.
- XIII. Adjourn: **At 6:56 pm** Commissioner Raymond mad a motion to adjourn, the motion was seconded by Commissioner Tremblay and all three Commissioners voted in favor of said motion.

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Prepared by:

Chief Scott