

Claremont Police Commission Meeting

Public Minutes

Wednesday, April 15th, 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 **5:32pm**. Commissioner Courtemanche, Commissioner Raymond and Commissioner Tremblay were all present along with Chief Scott.
- II. Citizens Forum: A Mr. Michael Hewes appeared for Citizen's Forum. Mr. Hewes wanted to learn about the Police Commission and how he and or the Claremont Masons Lodge may be able to assist with fund raising efforts for any specific Police Department programs that involve youth.
- III. Review Minutes of March 18th, 2015 Public Meeting: After review of the March 18th, 2015 Public Minutes Commissioner Raymond made a motion to accept said minutes, the motion was seconded by Commissioner Tremblay and all three Commissioner voted in favor of said motion.
- IV. Preview of April and May, 2015 upcoming events: Chief Scott outlined that spring is busy starting with Police Memorial week in May, the dispatch center furniture for the remodel is scheduled to be delivered May 21st, the Prom is May 16th, Memorial Day Parade on May 25th, and the Alumni Day parade on June 6th. Chief Scott also noted that his "Chat with Chief Scott" event has been scheduled for June 2nd at CSBCC for 6:30pm to 7:30pm. Chief Scott will cover a brief history of the Claremont Police Commission and discuss recent issues from a Constitutional Law perspective. Chief Scott will solicit input from the audience relative to future items of interest.

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V. March 2015 Monthly Reports:

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

The March 2015 monthly reports were reviewed with discussion centering on Terminal Agency Coordinator (TAC) training recently attended by Communications Specialist Limoges. The TAC is responsible for monitoring compliance with the use of the department's SPOTS Terminal (state and national records checks system, etc.). Discussion also focused on recent record breaking heroin seizure from the Keene area by joint investigation with New Hampshire Attorney General's Drug Task Force, including assistance for Claremont's assigned officer and Homeland Security. Lastly, overall crime numbers through March did not show any significant differences.

VI. Correspondence: Thank you letter from the Hanover Police Department for Bill Wilmot's assistance with their recent Captains Assessment Center process was reviewed.

VII. Accreditation / Grants update:

- a. Update on mock on-site inspection: Chief Scott briefed the Commission on the recent mock on-site inspection noting that only two minor issues were noted which are easily correctable, one of which was already being worked on. The two areas concerned double security of the evidence refrigerator and receipt log to match up with petty cash audit logs. The mock assessors overall were very impressed. Huge credit goes to Accreditation Manager Wilmot for the excellent job he continues to do. The Claremont Police Department continues to demonstrate compliance with over 180 best practices standards.

- b. Update on COPS Grant Audit: Chief Scott briefed the Commission on the recent COPS grant audit. The auditor was very pleased with what he saw at the Claremont Police Department and what he learned about our Community Policing efforts.

VIII. Budget Update:

- a. Police: Chief Scott noted that overall percentages continue to track in an acceptable fashion.
- b. 911: Chief Scott noted that overall percentages continue to track in an acceptable fashion.
- c. 2015/2016 Proposed Police Budget: Chief Scott noted that the proposed budget shows a less than 3% increase over the previous year budget. No major changes are proposed in the budget. All increases are associated with contractual personnel costs, much of it coming in retirement cost increases.
- d. 205/2016 Proposed 911 Budget: Chief Scott noted that the proposed budget is slightly less than the previous year budget. No major changes are proposed in the budget.

IX. Old Business:

- a. Review of 2014 Strategic Plan and recommendations for 2015 Update: After review and discussion Commissioner Courtemanche made a motion to accept the 2015 Strategic Plan Update, the motion was seconded by Commissioner Raymond and all three Commissioners voted in favor of said motion.

- b. Review of 2014 Immediate Goals and Objectives and recommendations for 2015 Update: After review and discussion Commissioner Tremblay made a motion to correct a typo on page two of the document (correct “in” to “on”) and to accept the 2015 Immediate Goals and Objectives, the motion was seconded by Commissioner Raymond and all three Commissioners voted in favor of said motion.

X. New Business: N/A

At 6:17pm 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 and all three Commissioners voted in favor of said motion.

XI. Public Session: The meeting returned to public session **at 6:29pm**.

XII. Set tentative meeting(s) Schedule for May 2015 meeting: The May 2015 Claremont Police Commission Meeting was tentatively scheduled for May 20th, 2015 at 5:30pm at the Claremont Visitors Center, 14 North Street.

XIII. Adjourn: **At 6:33pm** Commissioner Courtemanche made 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