

Claremont Police Commission Meeting

Public Minutes

September 19th @ 6:00 PM @ Claremont Planning Office, 14 North Street

- I. Roll call & Call to Order: The meeting was called to order at 6:04 pm. Chair McClintock and Commissioner Cross were present. Commission Cutts was excused. Chief Scott was present.

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

- III. Review Minutes of August 15, 2012 Public Meeting: After review and discussion of the August 15, 2012 public meeting minutes Commissioner Cross made a motion to accept said minutes, the motion was seconded by Chair McClintock and both Commissioners voted in favor of said motion.

- IV. Preview of September and October 2012 upcoming events: Chief Scott briefed both Commissioners on October 4th, 2012's Employee Appreciation Event which will be hosted at Simply Comfort on Pleasant Street from 6:00 pm to 8:00 pm. Additionally, he reminded the Commission of the Congressional Law Enforcement Awards event on October 8th, 2012 at PSTC in Concord at which Sgt. Andrews, Ofc. Neilsen and C.S. McKay will be receiving awards.

- V. August 2012 Monthly Reports:
 - a. Chief's Office:
 - b. Criminal Division:
 - c. Patrol Division:
 - d. Communications Division:
 - e. Statistical Reports:

After review and discussion of the August 2012 monthly reports, Chair McClintock made a motion to accept said report, the motion was seconded by Commissioner Cross and both Commissioners voted in favor of said motion.

- VI. Correspondence: Updated Congressional Law Enforcement awards memo was reviewed.

VII. Accreditation / Grants update: Chief Scott outlined that the Assessment Report for the Claremont Police Department had been received. The report concluded that while the Commission will determine the final status of the Claremont Police Department, CALEA Assessor Team Leader Chief Mark Brooks determined that we are in compliance with all standards required for CALEA Accreditation.

VIII. Budget Update:

- a. Status of 2012 Budget: Percentages continue to track in an acceptable fashion overall. Continued areas of concern are overtime and vehicle maintenance and repair.
- b. 2013 Budget Proposal and changes resulting from move to Fiscal Year
- c. 2013 – 2014 Budget Proposal required by move to Fiscal Year

Chief Scott briefed the Commission on the pending change from Calendar budget year (January through December) to Fiscal budget year (July through June). As a result, this fall's budget presentations will cover an eighteen month period. An initial six month budget covering January 2013 through June 2013, and a second budget covering July 2013 through June 2014.

After lengthy discussion the Commission reiterated its position that the budget proposals include a five percent across the board pay raise for all employees to help stop attrition. The Chief and the Commission are very concerned about the impact of continued attrition and its impact on the departments overall ability to achieve the immediate goals and objectives it has set through its strategic planning process. The Department currently has three unfilled vacancies and expects at least two more vacancies by the end of January 2013. Any newly hired employees will not be able to get through the Academy and Field Training program until at least April of 2013 creating a very serious staffing shortage for the remainder of 2012 and the first half of 2013.

The Communications budget, like last year, will also include a request for an additional full time communications specialist. The Chief and the Commission both agreed that at this time, finalizing collective bargaining and stifling continued attrition is more important than additional personnel in the Police budget but that the 2014-2015 budget will require a request for additional full time police personnel.

IX. Old Business: N/A

X. New Business: See Part VIII. Budget Update above

At 7:08 pm Chair McClintock made a motion to go into non-public session pursuant to NH RSA 91-A:3, II, the motion was seconded by Commissioner Cross and both Commissioners voted in favor of said motion.

XI. Public Session: The meeting returned to public session **at 7:11 pm**.

XII. Set tentative meeting Schedule for October, 2012: The October 2012 meeting was scheduled for October 17th, 2012 at 6:00 pm at the Visitor's Center on North Street.

XIII. Adjourn: At 7:15 pm Chair McClintock made a motion to adjourn the meeting, the motion was seconded by Commissioner Cross and both Commissioners voted in favor of said motion.

Public Minutes

Prepared by:

Chief Scott