

PORTSMOUTH BOARD OF POLICE COMMISSIONERS

John D. Kelley, Chairman
William F. Devine
Gerald Howe

MINUTES OF THE APRIL 16, 2002 POLICE COMMISSION MONTHLY MEETING
Noon (Non-Public) 1:00 PM (Public)
Portsmouth Police Department - Wm. D. Mortimer Conference Room

- I. **CALL TO ORDER:** The chairman called the April 16, 2002 monthly Police Commission Meeting to order at 12:17 PM. *(One cassette tape documenting this meeting is on file for reference).*

Action:

Commissioner Devine moved that the board convene a non-public session.

Seconded by Commissioner Howe.

On a Roll Call Vote: the Board unanimously voted in favor of the motion.

Present during non-public session: Commissioners Kelley, Devine and Howe, Chief Brad Russ, Deputy Chief Magnant, and City Attorney Robert Sullivan.

Action:

Commissioner Devine moved that the Board return to public session.

Seconded by Commissioner Howe.

On a Roll Call Vote: the Board unanimously voted in favor of the motion at 1:05 PM.

Present during public session: Commissioners Kelley, Devine, and Howe, Chief Russ, Deputy Chief Magnant, Chief Aidan Moore from N.H. Liquor Enforcement, Budget Coordinator Karen Senecal, Information Systems Manager Felicia Donovan, Captain David Young, Sergeant Earl Case, Officer Eric Bentz, Detective Frank Warchol, Detective Chris Roth, Detective Steve Dubois, Lt. Janet Champlin, two members of the print media and Executive Assistant Carol Bryant.

- II. **PLEDGE OF ALLEGIANCE** was led by Commissioner Howe.

- III. **ACCEPTANCE OF MINUTES:**

Action:

Commissioner Howe moved that the Board accept the minutes of the meeting held on March 19, 2002.

Seconded by Commissioner Devine.

On a Roll Call Vote: the Board unanimously voted in favor of the motion.

- IV. **UNFINISHED BUSINESS:** None

V. **NEW BUSINESS:**

A. POLICE COMMISSION:

1. Personnel Items that Require Action

Permanent Status:

Action:

Commissioner Howe moved that the Board appoint the following employees to permanent status:

- Auxiliary Officer Sean O'Reilly effective April 3, 2002
- Lt. Fred Hoysradt effective April 4, 2002
- Sergeant Earl Case effective April 20, 2002
- Officer Scott Study effective April 30, 2002.

Seconded by Commissioner Devine.

On a Roll Call Vote: the Board unanimously voted in favor of the motion.

Resignations:

Action:

Commissioner Howe moved that the Board accept the resignation of Dispatcher Henry Cavaretta effective April 19, 2002 and that the Board accept the resignation of Senior Secretary Liz Evans effective June 14, 2002.

Seconded by Commissioner Devine.

On a Roll Call Vote: the Board unanimously voted in favor of the motion.

2. **Police Department Web Site:** Felicia Donovan reviewed the City's web site and how items are posted on the web site. It was agreed to add the Police Department budget information with impact statements after April 19, 2002. It was also noted that the Police Department recently received 20 new personal computers under a federal grant. Chief Russ and the Commissioners thanked Felicia for her efforts in securing the grants dollars for this new equipment.
3. **Noise Issues:** Commissioner Kelley noted that with the coming of Spring, he has started to receive complaints about motorcycle noise. Deputy Magnant and Chief Russ stated that the Department will step up noise enforcement efforts in the coming months.

B. CHIEF OF POLICE:

1. Recognition of Aidan J. Moore for his 25 years of service with the Police Department.
2. Recognition of Officer McQuate, Officer Bentz and Officer Evans for their direct participation with students on Student Government Day.
3. Recognition of Officer Derrick Washington for his work on arrest #02-367 involving multiple car burglaries.
4. Recognition of Sergeant Earl Case, Officer Rodney McQuate, Detective Chris Roth, Detective Stephen DuBois, Detective Frank Warchol, Officer Eric Bentz, Officer Laura Purslow and Explorers Canino, Gurecki, Blanding and Haley for their participation in the DWI Sobriety Checkpoint on March 17, 2002.
5. Recognition of Detective Timothy West for work with area schools, hospitals and other agencies throughout the community regarding Internet safety. Chief Russ noted that the Director of the Internet Crimes Against Children Program visited Portsmouth last week and he asked to use our location and a report completed by Lt. Champlin as a model for future on-site visits. We were the first site visited and 29 other sites will be visited around the country.
6. Financial Reports were presented by Budget Coordinator Karen Senecal.
7. Personnel & Training Report was presented. A training session to be held in conjunction with the School Department was discussed.

8. Community Relations Report was presented. Sample letters being sent to local businesses regarding officer activity at their business location were reviewed. Chief Russ noted that the Department will be purchasing five new police cruisers through the rolling stock program. These vehicles are purchased through the state bid process.
9. Division and Team Reports were presented as follows:
 - Records Division
 - Information Systems Division
 - Accident Investigation Team
 - Honor Guard
 - FTEP
 - STEP
10. Additional Grant Funding for Operation Streetsweeper
Action:
Commissioner Howe moved that the Board accept additional grant funding in the amount of \$29,298.00 from the N.H. Office of the U.S. Attorney for "Operation Streetsweeper" and that this award be forwarded to the City Council for their review and approval.
Seconded by Commissioner Devine.
On a Roll Call Vote: the Board unanimously voted in favor of the motion.
11. Donation of \$1,000 from Portsmouth Regional Hospital for the Honor Guard.
Action:
Commissioner Howe moved that the Board accept a donation of \$1,000 from the Portsmouth Regional Hospital for the Honor Guard and that it be forwarded to the City Council for their review and approval.
Seconded by Commissioner Devine.
On a Roll Call Vote: the Board unanimously voted in favor of the motion.
12. Donation of \$3,167 from crime scene evidence and DNA seminar for training and purchase of equipment.
Action:
Commissioner Howe moved that the Board accept a donation of \$3,167 from a crime scene evidence and DNA seminar, to be used for equipment and training. and that the donation be forwarded to the City Council for their review and approval.
Seconded by Commissioner Devine.
On a Roll Call Vote: the Board unanimously voted in favor of the motion.
13. Grant Award from the N.H. Highway Safety Agency in the amount of \$2,566.80 for speed enforcement patrols.
Action:
Commissioner Howe moved that the Board accept the grant award from the N.H. Highway Safety Agency in the amount of \$2,566,80 for speed enforcement patrols and that the grant be forwarded to the City Council for their review and approval.
Seconded by Commissioner Devine.
On a Roll Call Vote: the Board unanimously voted in favor of the motion.
14. Letters of Thanks and Appreciation:
 - Thank-you letter for Sergeant Michael Ronchi, Detective Frank Warchol and Detective Al Kane from Thomas Hart of the Strafford County Attorney's Office for their assistance with an identity fraud case.
 - Thank-you letters for Officer Rob Munson from Andrew and Mike Thurston.

C. PATROL SERVICES BUREAU:

1. Log Activity Reports were presented.
2. Status of Personnel Out Sick or Injured - Deputy Magnant noted that Captain Schladenhauffen, Officer Stubbs and Officer MacKenzie are on light duty.

3. Update on Special Events Log – Children's Day, Market Square Day and the Children's Museum Road Race events were noted. Several other fundraising walks will be taking place during the coming weeks. Chairman Kelley asked Deputy Chief Magnant about a traffic and safety issue regarding parking at the Children's Museum. It was noted that this issue has been addressed in the past without any creative alternatives. A shuttle bus was suggested. Deputy Magnant agreed to meet with the Director of the Children's Museum to review the issue for possible solutions. It was also suggested to bring the item back to the Traffic and Safety Committee.
4. Emergency Communications Center Report was presented.
5. K-9 Report was presented.
6. Auxiliary Police Activity Report was presented.
7. Review of recent cases - Deputy Magnant reviewed several recent investigations.

D. CITY PROSECUTOR REPORT: The court disposition report was presented.

E. BUREAU OF INVESTIGATIVE SERVICES: The monthly report was presented.

VI. MISCELLANEOUS/OTHER BUSINESS:

- Questions from the media regarding the budget were answered by Chief Russ.

Action:

Commissioner Devine moved that the Board adjourn the meeting.

Seconded by Commissioner Howe.

On a Roll Call Vote: the Board unanimously voted in favor of the motion @ 1:50 PM

VII. NEXT MEETING: May 21, 2002 at 1:00 PM - Monthly Meeting

*Respectfully Submitted By Carol Bryant, Executive Assistant
Reviewed By Commissioner Gerald Howe, Clerk*