

PORTSMOUTH POLICE COMMISSION
MINUTES OF THE NOVEMBER 18th , 2003 MEETING

Noon (Non-Public) 1:00 PM (Public)
Portsmouth Police Department - Wm. D. Mortimer Conference Room

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

- I. **CALL TO ORDER:** The Chairman called the November 18th, monthly Police Commission Meeting to order at 1:08 PM (*One cassette tape documenting this meeting is on file for reference*).

Present during public session: Commissioners Kelley, Devine, and Howe, Chief Magnant, Deputy Chief Young, City Councilor Harold Whitehouse, Budget Coordinator Karen Senecal, Detective Steve Arnold, Administrative Aide Kathe Hoyt

- II. **PLEDGE OF ALLEGIANCE:** Detective Steve Arnold led the Pledge of Allegiance.

III. **ACCEPTANCE OF MINUTES:**

Action: Commissioner Howe moved that the Board accept the minutes of the meeting held on October 30th, 2003.

Seconded by Commissioner Devine.

On a Roll Call Vote: The Board unanimously voted in favor of the motion to accept the minutes.

- IV. **UNFINISHED BUSINESS:** None

V. **NEW BUSINESS:**

A. **POLICE COMMISSION:**

1. **Items that Require Action**

a. **Action: Commissioner Howe moved** to accept a donation to the Portsmouth Police Honor Guard from Tyco Telecommunications in the amount of \$100.00.

Commissioner Devine seconded the motion.

On a Roll Call Vote: The Board voted unanimously to accept the donation and forward to the City Council.

b. **Action: Commissioner Howe moved** to accept a donation to the Portsmouth Police Honor Guard from Sheraton Harborside in the amount of \$500.00.

Commissioner Devine seconded the motion.

On a Roll Call Vote: The Board voted unanimously to accept the donation and forward to the City Council.

c. **Action: Commissioner Howe moved** to accept a donation to the Portsmouth Police Honor Guard from LifeSize Graphics in the amount of \$50.00.

Commissioner Devine seconded the motion.

On a Roll Call Vote: The Board voted unanimously to accept the donation and forward to the City Council.

d. Action: Commissioner Howe moved to accept a donation to the Portsmouth Police Honor Guard from Highliner Foods, Inc. in the amount of \$250.00.

Commissioner Devine seconded the motion.

On a Roll Call Vote: The Board voted unanimously to accept the donation and forward to the City Council.

e. Action: Commissioner Howe moved to accept a donation to the Portsmouth Police Honor Guard from Piscataqua Savings Bank in the amount of \$150.00.

Commissioner Devine seconded the motion.

On a Roll Call Vote: The Board voted unanimously to accept the donation and forward to the City Council.

f. Action: Commissioner Howe moved to accept a donation to the Portsmouth Police Honor Guard from Kelley Seacoast Realty, Inc. in the amount of \$500.00.

Commissioner Devine seconded the motion.

On a Roll Call Vote: The Board voted unanimously to accept the donation and forward to the City Council.

B. CHIEF'S REPORT:

1. Letters of Commendation:

a. Detectives Steve Arnold and Mark Newport received Letters of Commendation from the Chief for their SIU work leading to the arrest of Dwight Gove for possession of heroin with intent to sell. Detective Arnold accepted the letters for both detectives as Detective Newport could not attend. At the Chief's request, Detective Arnold briefed the commission on the cycles of drug activity in Portsmouth and the region, and on the type of activity they are dealing with at this time.

b. Officer Robert Munson received two Letters of Commendation. One for his work developing information for SIU which resulted in arrests and the other for his actions during the recent SERT call-out to render mutual aid to Newington PD.

c. Dispatcher Sally Hector received a Certificate of Commendation and a letter for her handling of the emergency dispatch during the SERT activation.

d. Dispatcher Hank Cavaretta received a Certificate of Commendation and a letter for his handling of the emergency dispatch during the SERT activation.

e. Officer Scott Pearl received a Letter of Commendation for his arrests regarding the West Side crime/vandalism activity in early autumn.

2. Financial Reports

During a review of the financial updates, Commissioner Devine raised the question of insurance for our K-9 Teams. Some discussion followed on the feasibility of regional or statewide group insurance coverage. Commissioner Howe indicated he will follow-up on the potential for this.

Commissioner Howe noted the SERT budget is up and also asked if it was possible to reimburse any of the expenditures already incurred by SERT with grant monies from the recently awarded Homeland Security Overtime Grant. Budget Coordinator Karen

Senecal said since the effective date of the grant is mid-fiscal year, only the most recent expenses will be recoverable under the grant.

The Chief indicated the new Emergency Communications Center has been up and running for about a month. Commissioner Howe asked if there were any associated problems. The Chief said nothing more than the minor adjustments and tweaking of equipment that is to be expected.

Chairman Kelley stated he would like to present Senator Judd Gregg with a plaque from the Police Commission in thanks and appreciation for his work in securing the grant monies for the dispatch construction project.

Commissioner Devine asked about financial information on the Honor Guard.

3. Grant Awards & Donations

The enumeration and acceptance of grant monies were as listed in "**V. New Business: Police Commission**" of these meeting minutes.

4. Division and Team Reports

- a. Information Systems
- b. Accident Investigation Team
- c. Portsmouth Police Honor Guard
- d. Records Division

5. Letters of Thanks and Recognition from Outside the Department

- a. Letter of Thanks from the principal of Nashua High School for our K-9 teams' participation in their "Zero Tolerance" drug sweep of Nashua High School.

C. PATROL SERVICES BUREAU:

1. Log Activity Reports

Commissioner Kelley noted that overall, it appeared crime was down in Portsmouth about 12% and he felt it was directly reflective of good law enforcement. The Chief said he believed it is a result of the type of policing we practice. It has been proven that towns with aggressive traffic enforcement have less crime. He added that our proactive Juvenile Crime Unit and the SIU also directly impact resident safety as reflected in the crime statistics.

The Commission Chairman briefly departed from the patrol portion of the meeting to report that he had spoken with Deputy Attorney General Kelly Ayotte regarding Portsmouth's status as a test site for the Netsmartz internet safety schools program. Deputy Ayotte indicated she was waiting to speak with Portsmouth Schools Superintendent Lyonel Tracy in this regard. Chief Magnant said he would speak with Superintendent Tracy and facilitate contact with the AG's office.

2. Communication Center Report - Dispatch Construction Update

3. FTO Report

4. K-9 Report

5. Auxiliary Monthly Activity Report

Commissioner Devine initiated some discussion on the activity levels of different officers. The Chief said the best way to address his questions would be to look at annual figures, since some officers work full-time during the day, some are on military deployment and others have seasonal availability.

At this time, Commissioner Kelley asked for clarification as to the primary responsibility of Auxiliary officers assigned to a construction detail. The Chairman related details of an incident indicating less than vigilant traffic enforcement at a recent construction location. Brief discussion followed regarding quality control in these situations, recruiting difficulties for auxiliary staff, possible changes in participation parameters, etc.

6. Status of Personnel Out Sick or Injured

- 7. Update on Special Events Log** - The Deputy gave a brief rundown of the events planned for December: The Holiday Tree Lighting on the 5th, the Holiday Parade on the 6th and First Night festivities on the 31st.

At this point the Chief updated the Commission on the excellent work done by both Patrol and Detectives with the armed robbery at St. Nicholas Church.

Chairman Howe asked about the progress of the new ACO. Deputy Young indicated the department is very pleased with her work, her reports and her knowledge in the field. She had some "big shoes to fill" in following Austin Wallace into that position, and has been doing an excellent job. The Chief noted Auxiliary Officer Dana Cummings contributed a lot of hours to training and working with ACO Tate and his efforts were a significant help in getting her acclimated so quickly.

D. CITY PROSECUTOR REPORT

- E. BUREAU OF INVESTIGATIVE SERVICES** - The report is part of the record materials from this meeting.

VI. MISCELLANEOUS/OTHER BUSINESS

VII. MOTION TO ADJOURN

There being no further business before this Commission,

Action: Commissioner Howe moved the November 18th meeting be adjourned.

Seconded by Commissioner Devine.

On a Roll Call Vote: The Board unanimously voted in favor of the motion at 1:58 PM.

VIII. NEXT MEETING: TUESDAY, December 16th, 2003

12:00 Noon - Non-Public Session

1:00 PM - Public Session

Respectfully Submitted By Kathleen Hoyt, Administrative Aide

Reviewed By Commissioner Gerald Howe, Clerk