

PORTSMOUTH POLICE COMMISSION
MINUTES OF THE JULY 19TH MEETING

Noon (Non-Public) 1:00 PM (Public)
Wm. Mortimer Conference Room, Portsmouth Police Department
John D. Kelley, Chairman
William F. Devine
Gerald W. Howe

- I. **CALL TO ORDER:** The chairman called the public session of the July 19th monthly police commission meeting to order at 1:07 PM. (*One cassette tape documenting this meeting is on file for reference*).

Action: Commissioner Devine moved the commission adjourn from non-public session and re-enter public session.

Seconded by Commissioner Howe.

On a Roll Call Vote: The board voted unanimously to move to public session at 1:07 p.m.

Present during public session: Commissioners Kelley, Devine, and Howe, Chief Magnant, Deputy Chief Dave Young, Mr. & Mrs. Stephen Morris, Capt. Janet Champlin, Lt. Earl Case, Officer Sean Evans, Officer Kuffer Kaltborn, Budget Coordinator Karen Senecal, Foster's Democrat Reporter Jason Gray, Executive Assistant Kathe Hoyt.

- II. **PLEDGE OF ALLEGIANCE:** Lt. Earl Case led the Pledge of Allegiance.

- III. **ACCEPTANCE OF THE MINUTES:**

Action: Commissioner Howe moved the board accept the minutes of the meeting held on June 21st, 2005.

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously in favor of the motion to accept the minutes and place them on file.

- IV. **UNFINISHED BUSINESS:** None.

- V. **NEW BUSINESS:**

A. POLICE COMMISSION:

Action: Commissioner Howe moved the board suspend the agenda and move directly to section V. Chief's Report, Items 1 & 2.

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously to suspend the agenda and move directly to the Chief's Report.

B. CHIEF'S REPORT:

1. Certificate of Appreciation

Chief Magnant presented a letter and Certificate of Appreciation to Mr. Stephen Morris for his role in aiding in the apprehension of several vandals responsible for considerable property damage in different areas of Portsmouth.

2. Letter of Appreciation

The chief presented a Letter of Appreciation to Officer Sean Evans for his compassionate handling of a distraught and intoxicated gentleman.

Action: Commissioner Howe moved to return to the published agenda.

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously to return to the published agenda.

VI. NEW BUSINESS (RESUMED):

POLICE COMMISSION:

Action: Commissioner Howe moved that the board accept the resignation of Keith Noseworthy from the Auxiliary Unit

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously to accept the resignation of Keith Noseworthy from the Auxiliary Unit, with regrets.

Action: Commissioner Howe moved that the board submit the bill from Attorney Watson for services rendered in Kilty v. Worth Development to the New Hampshire Municipal Association for their payment.

Chairman Kelley indicated that this bill will be sent to the city manager for his attention and he will forward it to the insurance company.

Action: Commissioner Howe withdrew his motion.

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously to withdraw the motion.

B. CHIEF'S REPORT (RESUMED):

3. Financial Report

Budget Coordinator Karen Senecal gave a detailed year-end review of accounts. The commissioners asked questions on the various line items and expenditures. Chairman Kelley asked if we are able to buy gasoline in volume. Karen explained that such purchases are made by the city and there are volume discounts in place where ever they can be secured. Other areas of concern were the on-going need for IT upgrades, both in software and hardware, and the ripple effect of unfilled positions.

Karen reported that the police department finished the year with a surplus. As mandated, we will return approximately \$44,000 to the city's general fund.

Commissioner Kelley expressed the commission's frustration that in the face of a confirmed \$90,000 shortfall to cover fixed costs for FY '06, the department is obligated to turn back nearly half of the needed amount to the city from FY'05's budget. He felt the department should request it back as part of a supplemental budget. Karen indicated that an accurate final figure would be forthcoming in a few days.

Commissioner Howe thought the letter should come from the chairman. The chief confirmed that the letter would have to come from the commission and the board agreed to draft a letter.

4. Grants and Donations

Action: Commissioner Howe moved the board accept the following donation:

- Donation of \$3,960 from the PPRA to the Portsmouth Honor Guard.

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously to accept the donation and forward it to the city council.

5. Division and Team Reports

- a. Information Systems
- b. Accident Investigation Team

c. Records Division

6. Letters of Thanks and Appreciation from Outside the Department

Letter of thanks from Lt. Kyle Metcalf of the New Hampshire Liquor Commission for Officer David Colby's initiative and follow-up in developing information that uncovered a large-scale credit card fraud scam by a group of perpetrators operating in New Hampshire. Lt. Metcalf said Officer Colby did an exemplary job in his thorough follow-up on the initial complaint.

Action: Commissioner Howe moved that the board accept the division and team reports and place them on file.

Seconded by Commissioner Devine.

On a Roll Call Vote: The board voted unanimously to accept the division and team reports and place them on file.

C. PATROL SERVICES BUREAU:

1. Log Activity Reports
2. FTO Report
3. Auxiliary Monthly Activity Report
4. Personnel Out Sick or Injured
5. Special Events in the City
National Night Out, 8/2
Military Appreciation Day, 8/6

D. CITY PROSECUTOR REPORT

E. BUREAU OF INVESTIGATIVE SERVICES

In addition to reviewing the BIS report, the chief and the deputy also reported on the sobriety checkpoints that were conducted recently over the course of two nights. There were multiple agencies involved in this manpower-intensive effort and the checkpoints were productive. The chief noted that Dover PD's loan of their command vehicle and an officer was a much appreciated contribution.

VII. MISCELLANEOUS OTHER BUSINESS - None

VIII. MOTION TO ADJOURN

There being no further business before this commission,

Action: Commissioner Devine moved the July 19th meeting be adjourned.
Seconded by Commissioner Howe.

On a Roll Call Vote: The Board voted unanimously in favor of the motion at 1:36 P.M.

IX. NEXT MEETING: *Scheduled for Tuesday, August 16th, 2005*

Respectfully Submitted By Kathleen Hoyt, Administrative Aide

Reviewed By Commissioner Gerald Howe, Clerk