

## PORTSMOUTH POLICE COMMISSION

### MINUTES OF THE NOVEMBER 17<sup>TH</sup>, 2010 MEETING

6:00 p.m. (Non-Public) – Wm. Mortimer Conference Room, Portsmouth Police Dept.

7:00 p.m. (Public) – Eileen Dondero Foley Council Chambers, Portsmouth City Hall

Gerald W. Howe, Chairman

John C. Russo

John F. Golumb

- I. **CALL TO ORDER:** The chairman called the November 17<sup>h</sup>, 2010 monthly police commission public session to order at 6:11 p.m. in the Wm. Mortimer Conference Room of the Portsmouth Police Department.

**Action: Commissioner Golumb moved** to go into non-public session for the purpose of discussing personnel issues as per RSA 91-A:3, II.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to go into non-public session at 6:11 p.m.

**Action: Commissioner Russo moved** to come out of non-public session.

**Seconded by Commissioner Golumb.**

**On a Roll Call Vote:** The board voted unanimously to come out of non-public session at 6:57 p.m.

**Chairman Howe called the public session back to order at 7:00 p.m. in the Eileen Dondero Foley Council Chambers in Portsmouth City Hall.**

**Present during the public session:** Commissioners Howe, Russo, and Golumb, Chief David Ferland, Deputy Chief Stephen DuBois, Captain Frank Warchol, Executive Assistant Kathleen Levesque

- II. **PLEDGE OF ALLEGIANCE:** Chairman Howe led the Pledge of Allegiance.

- III. **ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON:**  
October 27<sup>th</sup>, 2010

**Action: Commissioner Russo moved** to accept the minutes and place them on file.

**Seconded by Commissioner Golumb.**

**On a Roll Call Vote:** The board voted to accept the minutes of the October 27<sup>th</sup>, 2010 police commission meeting and place them on file.

**IV. PUBLIC COMMENT: None**

**V. UNFINISHED BUSINESS: None**

**VI. NEW BUSINESS:**

**A. POLICE COMMISSION:**

**1. Personnel Items that require action:**

Commissioner Golumb briefed the other commissioners on the status of the work of the steering committee. We are receiving responses to a Request for Qualifications (RFQ) that went out earlier this month. The committee will meet in December to announce the firms chosen from the respondents that will receive a request to submit a proposal to conduct an independent study of the police department.

Commissioner Golumb said the committee is currently scheduled to meet on December 7<sup>th</sup> at 9:00 a.m. in the Wm. Mortimer Room of the police department. Chairman Howe asked when the committee expected to have a consulting company in place to begin the study. Commissioner Golumb felt that would be done by January 31<sup>st</sup>, 2011.

**B. CHIEF OF POLICE:**

**1. Goals & Objectives update** – Referring to page 6 of the Goals & Objectives document, Chief Ferland reviewed each of the goals and deliverables and the current status of each of the deliverables.

Chairman Howe confirmed for the public that this document is available on our website.

Chief Ferland said the department had to pull the community affairs officer position, which was up and running, and put that officer's position back in patrol, so that deliverable has been sidelined by budget cuts. He explained the department can't accomplish any of the deliverables that involve school resource officers as the department is down to one officer for all of the schools, and we are not able to pursue community crime prevention initiatives for a lack of manpower.

Chairman Howe asked if the chief had any future 'coffee talks' scheduled. Chief Ferland indicated his office was looking into the Margeson Apartments as a possible next location.

## 2. Grants

- a. 2010 Justice Assistance Grant – A grant in the amount of \$18,208 has been received from the Bureau of Justice Assistance. These monies represent our portion of a grant being shared jointly by five Rockingham County police departments, including the sheriff's department. With its allocation, Portsmouth will purchase the items listed in the grant notice included in the meeting packet.

**Action: Commissioner Golumb moved** to accept the Bureau of Justice Assistance grant in the amount of \$18,208.

**Seconded by Commissioner Russo.**

**On A Roll Call Vote:** The board voted unanimously to accept the BJA grant in the amount of \$18,208 and forward to the city council for action.

## 3. Administrative Services Division Report

- a. Financial Reports, by line item
- b. Overtime Report
- c. Attendance Report
- d. Personnel and Training Report
- e. Information Systems Report
- f. Records Division Report
- g. Fleet Report
- h. Communications Center Report

Chief Ferland turned the meeting over to Deputy DuBois. The deputy updated the commission on the following items:

- The chaplain search committee has been working for a number of months, and is down to its last phase of interviews. We should have the chaplain vacancy filled by Christmas.
- We have an officer graduating the academy on December 3<sup>rd</sup>. Officer Craig Magner has the distinction of graduating first in his class, so he is already bringing honor and distinction to our department.
- The Halloween Parade was a success again this year. The new route addressed some of the problems encountered in past years, and was

generally without incident. Unrelated to the parade, we had a rash of tires being slashed in the late night hours that same day.

- We just finished participating in a statewide anthrax incident drill. The scenario was that several communities had experienced a mail-based anthrax incident. Several towns and cities participated in this drill. Having had the opportunity to work with other emergency response personnel and their command centers, Deputy DuBois observed that Portsmouth's own Emergency Operation Center works very smoothly; our city departments work well together in these circumstances. He said Portsmouth EOC personnel drill regularly and as a result, work very effectively together.
- Operation Safe Commute – This is a statewide initiative of the New Hampshire State Police in conjunction with local law enforcement. The focus is distracted driving, rudeness and road rage. The second scheduled Operation Safe Commute initiative will take place on Nov. 11<sup>th</sup>. The first one took place in late October.
- We have seen an uptick in counterfeit bills being passed in Portsmouth. We are working with the FBI on these cases.
- Another area where we have seen an increase in crime is ID fraud. Theft cases are also up.

Deputy DuBois finished his update and turned the meeting back over to Chief Ferland. The chief clarified for the commission and the public that the chaplain's position spoken about earlier is a volunteer position. Whoever serves would be donating his or her time to both the police and fire departments.

Chief Ferland also briefed the commission on the following items:

- Police Explorer post, which is now 100% supported by donations, most notably from the Portsmouth Rotary and the Henry M. Freschette Foundation. Our explorer cadets did very well at the statewide competition again this year, taking first place. Chief Ferland listed some of the many, many volunteer activities our cadets participate in and support in this community. From work with senior citizens to road races, we stress community service with our explorers. Chairman Howe asked how a citizen would go about donating to the post. Chief Ferland said any interested person can just call him and he will guide them through the next steps.
- Chief Justice's Mental Health Task Force. Chief Ferland is a member of this task force, and gave the commission some background on the task force and an update on what they are currently working on.

- Budget process for FY '12 has begun.
- Graffiti flyers are going out to Portsmouth neighborhoods as part of our response to the recent graffiti damage. We are aiming to increase resident's awareness and vigilance.
- We are cleaning up the last of several arrests for drug-dealing, and have stepped-up our patrols in the Rock Street Park and North Church areas.
- Chief Ferland reviewed thank you notes and e-mails received from residents and visitors.
- Capt. Schwartz was the 2010 recipient of the Sexual Assault Support Services Porchlight Award. We're very proud of Mike's work.

**UPCOMING EVENTS:**

- The Turkey Trot
- PHS Football team will be playing in Scowheghan, and hopefully we will be providing a police escort home for a victorious team as we have done in past years.

**4. Letters of Thanks & Appreciation from Outside the Department:**

- a. A letter of thanks from Assistant Rockingham County Attorney Wm. Pate commending Officer Meyers' work and testimony in a recent DWI appeal of a 2009 case. Her testimony resulted in the guilty verdict being upheld in this case.

**C. PATROL SERVICES DIVISION:**

1. Offense Report
2. Program/Self-Initiated Activity/Directed Patrol Report
3. Animal Control Report
4. Special Teams/Programs report
  - a. K-9 Program
  - b. Seacoast Emergency Response Team
  - c. Field Training Program
  - d. Auxiliary Unit
  - e. Community Relations
5. Personnel Out Sick or Injured

**D. CITY PROSECUTOR REPORT**

**E. DETECTIVE DIVISION**

**VII. MISCELLANEOUS OTHER BUSINESS:**

Chairman Howe spoke briefly about the off-site police commission meeting at the high school last month. He explained the commission tries to have one meeting off-site each quarter somewhere out in the community, or in a neighborhood.

**Action: Commissioner Golumb moved** to accept the division and team reports and place them on file.

**Seconded by Commissioner Russo.**

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

**VIII. MOTION TO ADJOURN**

Chairman Howe asked if there was any other business before the commission. There being none, the Chairman asked for a motion to adjourn.

**Action: Commissioner Russo moved** the November 17<sup>th</sup>, 2010 meeting of the police commission be adjourned.

**Seconded by Commissioner Golumb.**

**On a Roll Call Vote:** The board voted unanimously in favor of the motion at 7:44p.m.

**IX. NEXT MEETING: *Wednesday, December 15<sup>th</sup>, 2010, Eileen Dondero Foley Council Chambers, Portsmouth City Hall.***

*Kathe*

*Respectfully Submitted By Kathleen Levesque, Executive Assistant  
Reviewed By Commissioner Golumb, Clerk of the Commission*

*John F. Golumb*