

**PORTSMOUTH POLICE COMMISSION**

**MINUTES OF THE DECEMBER 14<sup>TH</sup>, 2011 MEETING**

5:00 p.m. (Non-Public) – The Wm. Mortimer Conference Room, Police Department

6:00 p.m. (Public) – The Eileen Dondero Foley Council Chambers, City Hall

Gerald W. Howe, Chairman

John C. Russo

John F. Golumb

- I. **CALL TO ORDER:** The chairman called the December 14<sup>th</sup>, 2011 monthly police commission public session to order at 5:03 p.m.

**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 5:03 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 5:48 p.m.

**Chairman Howe called the public session back to order at 6:00 p.m. in the Eileen Dondero Foley Council Chambers in Portsmouth City Hall.**

**Present during the public session:** Commissioners Howe, Russo, and Golumb, 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:** November 16<sup>th</sup>, 2011.

**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 November 16<sup>th</sup>, 2011 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: None**

**B. CHIEF OF POLICE:**

- 1. Recognition of Port City Nissan** – Ms. Jennifer Fecteau accepted a Certificate of Appreciation from the Chief of Police on behalf of Port City Nissan, for their continued support of the Portsmouth Police Department, and our detective division in particular.
- 2. Recognition of Dispatch Jessica Malcolmson** – for her actions on Saturday, July 2<sup>nd</sup> of this year in helping a suicidal caller.
- 3. Donations:**

**Action: Commissioner Golumb moved** to accept a donation in the amount of \$200 from Mr. M. Foye in support of the Police Explorers.  
**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the \$200 donation and forward to the city council for their action.

**Action: Commissioner Golumb moved** to accept a donation in the amount of \$300 from the Friends of the South End in support of the Police Explorers.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the \$300 donation and forward to the city council for their action.

Deputy DuBois briefed the commission on the following items:

- PSSG organizational study – since the final report was given to the Police Commission, we have formed a working group to take the project findings to the next step. This group will begin meeting next month.
- K-Mart shoplifting incidents – the public and the media were of great help in identifying the suspects; one arrest has been made and there are others in the pipeline.
- Extra caution this time of year – Deputy DuBois reminded the public of the importance of keeping cars locked and presents and valuable items

out of sight in their parked cars. He explained thieves cruise parking lots on foot targeting vehicles.

- Court System Restructuring – we are patiently working with the courts as they go through a restructuring triggered largely by budget cuts at the state level. These changes have had a ripple effect on local police departments. There are fewer judges available, and fewer court days available for prosecutions. Officers now have to travel as far away as Concord for court proceedings. This directly increases our costs and we are seeing the effect of these court changes.
- Officer Brian Houde's Award – The deputy thanked Chairman Howe for taking the time to attend the award luncheon for the Looking Beyond The Traffic Ticket Award for Officer Brian Houde this past week.

**4. Administrative Services Division Report**

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

**5. Letters of Thanks and Appreciation from Outside the Department:**

- a. Letter of Thanks from PHS students raising money for a service trip to Costa Rica. The police department fielded a dodge ball team and participated in their fundraiser.
- b. Letter of Thanks from Miss Shannon Crowley to Officer Kotsonis for recovering her lost school bag with all of her valuable papers.
- c. Letter of Thanks from Mr. Robert W. McKenna, MS, JD, of Roger Williams University's Justice System Training & Research Institute, for Chief Ferland's participation in a Command Training Series roundtable discussion for their most recent graduating class.

**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

**D. CITY PROSECUTOR REPORT**

**E. DETECTIVE DIVISION**

**VII. MISCELLANEOUS OTHER BUSINESS:**

**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 December 14<sup>th</sup>, 2011 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 6:14 p.m.

**IX. NEXT MEETING: *Wednesday, January 18<sup>th</sup>, 2012, in the Eileen Dondero Foley Council Chambers. The public session begins at 6:00 p.m. The public is welcome to attend.***

*Kathe*

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

*John F. Golumb*