

**BERLIN POLICE COMMISSION
MONTHLY MEETING
PUBLIC SESSION**

DATE: Thursday, February 8, 2024
TIME: 7:30 A.M.
PLACE: BERLIN POLICE DEPARTMENT CONFERENCE ROOM

I. Call to Order: The meeting was called to order by Comm. Nault at 07:33 A.M.

II. Roll Call: Commissioner Nault, Comm. Tremblay, Comm. Morin, and Comm. Pivin were present.

Others Present: Chief Buteau, Deputy Chief Roy, Lt. Wade Goulet, Lt. Pros. Zachary Howry, Jennifer Cloutier, and Officer Kobi Lees. Steve Arsenault @ 07:50 am.

Recorded by: Kimberly Bijeau

III. Pledge of Allegiance

IV. Moment of Silence

V. Acceptance of Minutes of January 10, 2024: Comm. Morin had a question with ref to the Homeland Security Grant, page 1 (section C): pertaining to the unincorporated towns. Correction made to the word rationale under Old Business: FY'25 CIP's. Minutes were unanimously accepted as amended on a motion by Comm. Morin, seconded by Comm. Tremblay.

VI. Monthly Financial Report: Financial report was reviewed and discussed. Currently 60.27% into FY'24 as of 02/05/2024. Computer 98% spent; will be requesting a line item transfer of a couple of expenditures into the CIP. Looking at new software that will manage the departments policies & training: Power DMS. Fee for software would be taken out of regular budget line. Prisoner expenses increased in FY'25 Budget. Vehicle repairs increased by \$1,000 in FY'25 Budget. Question under vouchers with ref to the Byrne Jag Grant. The report was unanimously accepted on a motion by Comm. Morin, seconded by Comm. Tremblay.

A. FY'25 Budget: Minor change under "Salaries – Clothing allowance": Bumped back down to flatline. Meeting with CM planned for Monday. Will be moving forward with the budget plan including the new dispatch position.

B. Northern Border Alliance: Received and submitted the contract last week. Next step is to receive the training schedule from SP. Chief Buteau advised on the grant details. Discussion ensued with ref to same.

C. Solar Eclipse Planning: There have been lots of conversations/meetings in preparation for the event. Met with the local planning committee and have plans to meet with Gorham. Spoke with Milan EMD this week. Setting up emergency operations center in conference room. Not expecting any issues but will serve as a good training opportunity. Preparing with extra officers and an extra dispatcher.

D. Skate with Cops Event: 3rd annual event scheduled for February 28th from 1200 – 0200 p.m. at the arena: during school vacation week.

- E. PTR Meeting:** Had first mtg of the year on the 23rd. Provided an overview on the activities of the group.
- F. Other:** MOAB training planned at NH Employment Security and CCFHS.

VIII. New Business

- A. New Hire:** Introduction of Officer Kobi Lees. Grew up in N. Conway, attended Norwich University with Criminal Justice major. Worked as a FF/EMT for a year and a half. Ready to attend the academy starting Monday. Currently commuting from N. Conway and looking for an apartment. Officer Lees departed from the meeting. Discussion ensued with ref to recruitment challenges.
- B. K9 Swearing:** Apex was sworn in with Officer Lees. Viewed photos from FB. Kodiak has retired. Sgt. Gale and Apex will be attending additional training for drug certification in April for 8 weeks. Initial 14-week training is complete.
- C. Year End Statistics:** Presentation of comparison graph including 18-year study: from 2006 – 2023. Highlighted key, proactive areas including MV Citations. AC below average in 2023. Burglaries, typically alcohol or drug related offenses, are at an all time low. MV Stops considerably above average. DV down. OD spiked last year; back down in 2023. Three OHRV stats: complaints are way down. DWI's highest year in 2023. Vandalism significantly down. Attribute to officer visibility and being out and about during overnight hours. Shows that community policing can go hand in hand with crime prevention.
- D. Goal Setting:** DC and Chief currently have 50+ goals for 2024. Including: additional 4 hrs. of internal training. Completion of 3rd floor renovations. Continue contributing to social media. Officer/employee wellness. Number of promotions. Increased foot patrols. Volunteer staff (mental health, chaplain, victim witness advocate) may or may not be volunteer. Retiree program. Simms training with outside agencies. Public information officer. MCI drills. Cates Hill radio/tower upgrade. Job fairs for recruiting.
- E. Community Policing:** Fishing Derby event and the 3rd annual faith community mtg today.
- F. Training:** Liability and CPR. Spring inhouse training including ground fighting. CIT hosted in Pembroke. Policy management software; will track who has read through the policies and keep track of old and new policies. Anticipate software will help with any future litigation. Interview interrogation training for new officers.
- G. Statistics:** December statistics were reviewed and discussed; including 2022–2023-year end comparisons. Juvenile issues continue to be up: contribute to school cracking down on tobacco/vaping use. Discussion ref K9 drug/tobacco sweep at the school.
- H. Hiring:** Deputy Chief Roy advised on same. Candidate from MA has been given conditional offer. He is currently trying to find a house. Wade is working on his background. Testing lined up for next week.
- I. Correspondence:** Chief Buteau highlighted several training opportunities and thank you letters:
 - Toxicology lab policy change (testing for both alcohol and drugs)
 - F&G OHRV event last week
 - Annual use of force report (no major issues)
 - Old documentation for Commissioner guidance (2001) with charter recusal policy

- Cates Hill Tower outage
- Email ref Steve Arsenault's position
- Retiree breakfast thank you
- Communication ref law suit being pushed out
- Officer exposure / injury incident

J. OTHER: Introduction and comments from Comm. Linda Pivin. Discussion with ref to a couple of issues at the last two hockey games that were handled very well by Officer Arguin.

- Commissioner Nault expressed how he has always cared about his community and when given the chance to serve (15 years ago) he accepted and has no regrets. Comm. Nault further expressed his love for the department and spoke highly about the department's professionalism.
- Chief Buteau made presentation to Comm. Nault. The Berlin Police Department hates to see any member of the department leave. Comm. Nault, as a long-standing member of the department, having served 15 years, is viewed as not only a member of the department but as a part of the family. Comm. Nault through the years has provided a good balance of oversight and support. The Department appreciates that and would not be able to do our job without that support. Support that was shown not just in words but in deed. A Commissioner with the utmost integrity that was just and fair in his decision making. A Commissioner that was always willing to listen and hear things out and was caring. Comm. Nault saw the department through many tough issues and his input was always very much appreciated; wisdom was always very well thought out and was second to none.

VII. Public Comments: None.

VIII. Adjournment of Public Meeting: At 09:28 a.m., the meeting adjourned unanimously on a motion by Comm. Morin, seconded by Comm. Tremblay. There was not a need for a non-public meeting. The next monthly meeting will be held **Friday, March 8, 2024 @ 07:30 a.m.**