

September 18, 2017

The Nashua Police Commission held a public meeting on Monday, September 18, 2017, at the Nashua Police Department.

Members present:

Commissioner James R. Tollner, Chairman
Commissioner Nicholas Dahl, Clerk
Commissioner Matthew Plante
Chief Andrew J. Lavoie
Deputy Chief Michael Carignan
Deputy Chief Denis Linehan (not in attendance)
Karen Smith, NPD Business Manager
Elaine Marcum, Administrative Project Specialist (acting as recording secretary)

Others Attending the Public Session:

Alderman Liaison Lori Wilshire
Boys & Girls Club representative and members

PUBLIC SESSION

Commissioner Tollner called the meeting to order at 6:10 p.m.

PRESENTATION FROM THE BOYS & GIRLS CLUB:

Sally Stanton, Chief Development Officer for the Boys & Girls Club of Greater Nashua, along with Mikayla Montero, Juliani De Los Angeles, Jenell Dorneus, and Aniaa Durham attended the Police Commission meeting to present to Chief Lavoie and the Nashua Police Department a “canvas” created and painted by the children/teens from the Boys & Girls Club. The canvas artwork is a series of painted “hands” with the quote by Margaret Mead, *“Never believe that a few caring people can’t change the world. For indeed, that’s all who ever have.”* The canvas was a street art project completed at the recent National Night Out event. The project was their way of saying thank you to all the police who work so hard for the children of the Boys & Girls Club of Greater Nashua and for the hard work they do every day. They also showed great appreciation for the “Mirror Project”. Two of the teens recently graduated from the Nashua Youth Academy which was offered by the Nashua Police Department.

Commissioner Tollner commented that he was a Board of Directors member for approximately 14 years. Commissioner Dahl was also a previous member of the Boys & Girls Club and expressed his appreciation for the Boys & Girls Club hosting this year’s National Night Out event which had a great turnout.

Chief Lavoie, Deputy Carignan, and the Police Commissioner thanked everyone for their presentation and canvas, which will be displayed at the Nashua Police Department.

MINUTES:

- August 21, 2017

MOTION: Commissioner Plante made a motion to approve the minutes of the August 21, 2017, meeting. Motion seconded by Commissioner Dahl. All in favor.

BUDGET:

Business Manager Karen Smith provided the Commissioners with the following reports for their review. Ms. Smith discussed the following:

FY2018 Expenditure Report:

The Expenditure Report includes 9 of the 52 weeks of payroll which is at 17% of the annual budget. There are no budget concerns at this time.

FY2018 Revenue Report:

The Commissioners received a copy of the August 31, 2017, Revenue Report. No concerns.

FY2018 Weekly Payroll Overtime:

The overtime averaged \$26,777 per week during the month of August due to primarily coverage and investigative overtime.

FY2018 Overtime Tracking by Specific Case or Significant Occurrence:

The Commissioners received a copy of the FY2018 Monthly Overtime Tracking by Specific Case Number or Significant Occurrence report showing the overtime cost for recent major cases and/or significant occurrences. During August, the significant overtime was attributed to the following: burglary/kidnapping, accidental self-inflicted gunshot with death, second degree assault, motor vehicle crash, burglary, resisting arrest, criminal threatening; and dive, K9, and Use of Force training.

Commissioner Tollner asked if our dive training is coordinated with NFR dive training. Deputy Carignan responded that we do conduct some combined training with NFR. We have approximately eight dive team members.

Payroll Cost Analysis and Forecast:

Karen Smith updated CFO John Griffin's form "Police Department Payroll Cost FY2018". Ms. Smith is basing this year on a weekly overtime budget of \$26,000 and an average weekly payroll of \$309,000 - \$324,600 which includes attrition, in-grade pay, and anticipated new recruits. We can use this to forecast breaking even on the payroll accounts given any unforeseen circumstances such as major investigations.

Report Line 26: Reductions & Attrition. Karen Smith stated that she budgets for possible attrition each year. She also reported that the "escrows" were approved by the City.

Functional Strength:

The Commissioners received a copy of the August 31, 2017, Sworn Functional Strength Analysis. The Functional Strength as of August 31 takes into account four (4) sworn vacancies plus four (4) officers attending the academy plus two (2) in FTO training for a total of ten.

Strength Report:

The Commissioners received a copy of the August 31, 2017, Strength Report.

	Commission Authorized	Budgeted	Positions Filled	Vacant Budgeted Positions
Total Sworn Full-Time	186	179	175	4
Total Non-Sworn Members	6	6	4	2
Total Part-Time Civilians	6	5	4	1
Total Full-Time Civilians	69	62	59	3
Total Grant Civilians	1	1	1	0
TOTAL:	268	253	243	10

In August there were three vacant civilian positions.

MOTION: Commissioner Dahl made a motion to accept the budget reports. Motion seconded by Commissioner Plante. All in favor.

ACTIVITY REPORT:

Deputy Chief Michael Carignan reported the following:

On August 20, 2017, SID assisted NHSP with detaining three juveniles from New Jersey who were arrested following a crash on the FE Everett Turnpike. All three were charged with Resisting Detention by NPD and face additional charges from NHSP.

The wife of a recent suicide victim wrote a note of appreciation for the kindness shown by our officers during this tragic incident.

A four-year-old child was hit by a car on Wilder Street and transported to a Boston hospital. Accident Reconstruction is investigating and the preliminary investigation appears to show that that no crimes were committed and the child may have ran into the road.

Police responded to a report of a circle of a black substance found on the lawn at the Broad Street School. The Hazmat team, NFR, and NPD responded to try to identify the unknown substance. After further investigation, it appears to be some type of fungus.

School is back in session. Officers continue to conduct daily school checks.

The NPD SWAT team recently completed a weeklong training with the FBI Elite Rescue Team at the FBI Office in Quantico, Virginia. Our medical team director/advisor, Dr. Leahy from SNHMC, also went to Quantico and was pleased to hear that the FBI review of our medical procedures was excellent. This training was funded through grant money and fundraising efforts.

The investigation into the incident in which a woman was hit by a tow truck is still ongoing.

Opioid-Related Overdose Reports:

- August 2017: 28 (4 fatal)
- September 2017: 14 (to date)
- September 2016: 26

Opioid Related Overdose Deaths:

- August 2017: 4
- September 2017: 0 (to date)
- September 2016: 9

Due to recent problems with CO2 issues in police vehicles, Chief Lavoie made a decision to install CO2 detectors in all the police SUVs. Two of the detectors went off last week. The two vehicles are now up at Best Ford for analysis. Best Ford will be coming to NPD to evaluate each cruiser and repair each vehicle with a "national fix" part solution to the problem.

The August Activity Report reported 188 documented work orders completed by the IT Division.

The Granite Hammer Award was approximately \$260,000 and close to the same amount as last year's award.

MOTION: Commissioner Tollner made a motion to accept the activity report. Motion seconded by Commissioner Dahl. All in favor.

CORRESPONDENCE FROM THE PUBLIC & OTHER AGENCIES:

Chief Lavoie gave the Commissioners an overview of letters of appreciation received from the public and outside agencies.

MOTION: Commissioner Plante made a motion to accept the correspondence. The motion was seconded by Commissioner Dahl. All in favor.

CIVILIAN PROMOTION / CHANGE OF POSITION:

For the Record:

Legal Secretary Amy Michaud:

- Promoted to the position of Paralegal effective September 11, 2017.

AWARDS:

For the Record.

Commendation Bar for Lifesaving (Attempted Suicide on Hamblet Drive)

- Officer Adam Fisher

Exemplary Communications Employee July 2017

- Communications Technician Donna Demers

Retailers Association of Massachusetts: Law Enforcement Personnel of the Year Award

- Officer William Adamson

OTHER BUSINESS:

Chief Lavoie and Deputy Chiefs Carignan and Linehan recently met with NH Senator Avar to discuss the upcoming "Forfeiture" legislation. The purpose of the meeting was to make the Senator aware of the details of the current bill and how it would affect the Nashua Police Department. Deputy Carignan has been reaching out to other legislators as well. The bill may be going back for additional study.

PUBLIC COMMENT:

There were no public comments.

NON-PUBLIC SESSION

MINUTES SEALED

PUBLIC SESSION INTO NONPUBLIC SESSION: 7:02 p.m.

MOTION: Commissioner Tollner asked for a motion by roll call vote to suspend the public session and enter non-public session as authorized by:

Item #1:

RSA 91-A:3, II (a) "The dismissal, promotion, or compensations of any public employee or the disciplining of such employee.

Motion by Commissioner Plante, seconded by Commissioner Dahl.

A roll call vote was taken:

- Commissioner Tollner – yes; Commissioner Dahl – yes; Commissioner Plante – yes
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END OF NON-PUBLIC SESSION:

MOTION: Commissioner Tollner made a motion to end the non-public session and return to public session. Motion seconded by Commissioner Dahl.

RETURN TO PUBLIC SESSION: 7:07 p.m.

MOTION TO SEAL RSA 91-A:3 III:

Minutes of proceedings in nonpublic session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. ..."

- "divulgence of the information likely would affect adversely the reputation of any person other than a member of the body or agency itself,
 - or render the proposed action ineffective,
 - or pertain to terrorism..."
-

Commissioner Tollner asked for a motion to seal the following minutes of the Non-Public session.

Item #1:

RSA 91-A:3, II (a) “The dismissal, promotion, or compensations of any public employee or the disciplining of such employee.

MOTION: Motion by Commissioner Dahl, seconded by Commissioner Tollner, to seal the minutes of the Non-Public Session (**Item #1**) as authorized above.

Commissioner Tollner – yes; Commissioner Dahl – yes; Commissioner Plante – yes. Minutes sealed.

TENTATIVE DATE OF NEXT REGULARLY SCHEDULED MEETING:

- Due to scheduling conflicts, the next meeting is tentatively scheduled for Monday, October 23, 2017, at **8:00 a.m.**

ADJOURNMENT

MOTION: Commissioner Dahl made a motion to end the public session and adjourn the meeting. Motion seconded by Commissioner Tollner.

Time: 7:07 p.m.

Respectfully submitted,

Commissioner Nicholas Dahl, Clerk