

July 18, 2016

The Nashua Police Commission held a public meeting on Monday, July 18, 2016, 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
Karen Smith, NPD Business Manager (*not in attendance*)
Elaine Marcum, Administrative Project Specialist (acting as recording secretary)

Others Attending the Public Session:

Alderman Liaison Lori Wilshire

PUBLIC SESSION

Commissioner Tollner called the meeting to order at 6:04 p.m.

MINUTES:

- June 20, 2016

MOTION: Commissioner Dahl made a motion to approve the minutes of the June 20, 2016, meeting. Motion seconded by Commissioner Plante. All in favor.

BUDGET:

Business Manager Karen Smith was not in attendance but provided the following reports and overview for the Police Commissioners.

FY2016 Expenditure Report:

The Commissioners were provided the Department Detail Expenditure Report as of month end June 30, 2016. There are additional credits that still need to be charged back for the benefits then account 52 will have a zero balance. We anticipate the budget to be just about depleted.

FY2016 Revenue Report:

The Commission received a copy of the June 30, 2016 Revenue Report.

FY2016 Weekly Payroll Overtime:

The overtime for June averaged \$44,000 per week during the month of June due to coverage, investigations, and the interdiction efforts.

Overtime Coverage Graphs:

The Commission received a copy of the Overtime Coverage Graphs through June.

FY2016 Overtime Tracking by Specific Case or Significant Occurrence:

The Commission received a copy of the FY2016 Monthly Overtime Tracking by Specific Case Number or Significant Occurrence report showing the overtime cost for recent major cases and or significant occurrences. This month's overtime included overtime for specific cases, Building Maintenance, Evidence, FTO, Interdiction, Recruiting, Training for SRT, Dive, K9, Use of Force, and travel for Advanced Traffic Crash Investigation training.

FY2013 – FY2016 Payroll Graphs:

The Commission received graphs comparing fiscal years 2013 through 2016 overtime expenditures. The graphs show that the first quarter of FY2016 overtime was in line with the budget. The second quarter had an increase due to an increase in December for coverage and investigative overtime. January overtime was still higher but came down more in February. March had a spike primarily in coverage due to the overtime initiatives; however, the overtime for April and May came back down to the December and January average. June had an increase with the continuation of the overtime initiative Interdiction as well as SRT training and coverage.

Payroll Cost Analysis and Forecast:

Due to attrition, we anticipate a surplus in some accounts that will help offset the payroll overage which resulted from the retirement account not being fully reimbursed:

- An expected surplus in wages, per diem, \$22,171
- An expected surplus in holiday pay, \$35,000
- An expected surplus in longevity pay, \$3,691
- An expected surplus in education incentive pay, \$6,200
- The payroll forecast adjusted for the delay in filling five (5) vacant sworn positions until late August
- Absorb the \$270,000 balance for retirements that has not been reimbursed
- This would leave an estimated negative payroll accounts balance of (\$115,114). We anticipate using the \$100,000 surplus in gasoline to cover the balance.

Strength Report:

The Commission received a copy of the June 30, 2016 Strength Reports.

	Commission Authorized	Budgeted	Positions Filled	Vacant Budgeted Positions
Total Sworn Full-Time	185	178	172	6
Total Sworn Part-Time		1	0	1
Total Non-Sworn Members	6	6	4	2
Total Part-Time Civilians	7	5	5	0
Total Full-Time Civilians	70	61	60	1
Total Grant Civilians	1	1	1	0
TOTAL:	269	252	242	10

Quarterly Special Revenue Fund and Grant Reports:

The summary of Special Revenue Fund and Grant Reports for quarter ending June 30, 2016, was provided.

Commissioner Dahl asked Chief Lavoie if any of the owed DOJ forfeiture funds have been released to the Department. Chief Lavoie responded that the owed forfeiture money is in the pipeline but we have not received it and he does not have a timeline as to when we will receive the funds. Chief Lavoie also commented that any future forfeiture funds anticipated cannot be supplanted into the police budget.

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

ACTIVITY REPORT:**Deputy Chief Denis Linehan:**

With recent national events involving the shooting of police officers, Deputy Linehan brought the following Nashua incidents to the attention of the Police Commissioners. These incidents are a reminder of the dangerous situations police officer face each day.

On June 7, 2016, officers responded to Forge Drive for the report of a large disturbance between neighbors involving a handgun. The arriving officer was confronted by several individuals and he immediately requested additional officer assistance. All clear sector officers responded to assist. Several arrests were made and the scene was secured.

On June 19, 2016, officers responded to the area of Factory Street for a shots fired call. One shell casing was located. There were no injuries. CID furthered the investigation.

On June 21, 2016, officers recovered a stolen vehicle in Nashua that had been involved in a robbery in Milford the previous day. The suspect of the stolen vehicle was later located and fatally shot in Greenfield, NH, by officers.

On June 24, 2016, officers responded to a Central Street address for a shots fired call. They located three bullet holes in the door of a residence. There were no injuries and no suspects were located. CID furthered the investigation.

Due to recent shootings of police officers in Dallas, Texas, and Baton Rouge, Louisiana, a decision was made to double up uniform officers for safety purposes. Some supervisory staff members will also be doubled up while on the street. Other assigned police officers and detectives will be using unmarked vehicles during their shifts.

Commissioner Tollner, on behalf of the Police Commission, expressed their continued support and concern for the safety of the Nashua police officers. The Police Commissioners are also open to any ideas or suggestions from any of the officers regarding any issue they may have. They are welcome to bring their ideas or suggestions to the Police Commissioners through the chain of command.

Deputy Chief Michael Carignan:

Officers responded to the area of Factory Street for a shots fired call. One shell casing was located and there were no injuries. Detectives conducted a follow-up investigation which included obtaining video surveillance. They were able to identify and later arrest a male subject for the incident.

Deputy Carignan also reported on a few burglaries in the north end over the weekend. Within 48 hours, a subject was identified and arrested. The subject may have been responsible for previous burglaries during the Holiday Stroll.

Fatal Drug Overdoses:

2016 YTD: 21

2015 YTD (same time period): 13

Drug Overdoes.

2016 YTD: 170

2015 YTD (same time period): 91

Drug Arrests:

2016 YTD: 451

2015 YTD (same time period): 321

Other: The generator replacement project is underway. The switchover will take place sometime during the next week. The phone project has also been approved and the police phone system replacement will begin after the system is replaced at the schools.

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

CORRESPONDENCE FROM THE PUBLIC & OTHER AGENCIES:

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

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

HIRING:

For the record, the following police recruit candidates will be sworn in as follows provided each candidate successfully passes their final administrative interview with Chief Lavoie and their entrance PT examination at the NH Police Standards and Training Council on Monday, August 15, 2016. Conditional Offers of Employment were previously approved by the Police Commissioners.

August 15, 2016, Swearing In Ceremony:

- Certified First Year Special Officer Adam M. Fisher

August 16, 2016, Swearing In Ceremony:

- First Year Special Officer Adrian A. Beato
- First Year Special Officer Daniel J. Kinnon
- First Year Special Officer Jeremy R. Reamer
- First Year Special Officer Ian P. Theriault
- First Year Special Officer John A. Tyo
- First Year Special Officer Matthew J. Vincent

OTHER BUSINESS:

With multiple vacations scheduled during the months of July and August and due to holidays in December, Chief Lavoie asked the Police Commissioners to consider not having a meeting one month during the summer and also in December. Their bylaws require ten (10) meetings per year.

MOTION: Commissioner Tollner made a motion to waive the August 2016 Police Commission meeting due to vacations. The motion was seconded by Commissioner Dahl. All in favor.

PUBLIC COMMENT:

No public comments.

NON-PUBLIC SESSION

MINUTES SEALED

PUBLIC SESSION INTO NONPUBLIC SESSION: 6:30 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(e) PENDING CLAIMS OR LITIGATION

Motion by Commissioner Tollner, seconded by Commissioner Dahl.

A roll call vote was taken:

- Commissioner Tollner – yes; Commission Dahl – yes; Commissioner Plante – yes

NON-PUBLIC SESSION

MINUTES SEALED

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

Item #2:

RSA 91-A:3,II (i) “Consideration of matters relating to the preparation for and the carrying out of emergency functions...”

Motion by Commissioner Tollner, seconded by Commissioner Dahl.

A roll call vote was taken:

- Commissioner Tollner – yes; Commission Dahl – yes; Commissioner Plante – yes

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: 6:44 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...”

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

- **Item #1:** RSA 91-A:3, II(e) “Pending Claims or Litigation”
- **Item #2:** RSA 91-A:3,II (i) “Consideration of matters relating to the preparation for and the carrying out of emergency functions...”

MOTION: Motion by Commissioner Dahl, seconded by Commissioner Plante, to individually seal the minutes of the Non-Public Session (**Item #1 & Item #2**) as authorized above. All in favor, motion carried.

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

TENTATIVE DATE OF NEXT REGULARLY SCHEDULED MEETING:

- There will be no meeting in August.
- Next tentative meeting date: September 19, 2016

ADJOURNMENT

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

Time: 6:45 p.m.

Respectfully submitted,

Commissioner Nicholas Dahl, Clerk