

April 27, 2020

The Nashua Police Commission held a public meeting on Monday, April 27, 2020, via a Zoom teleconference call.

Members Participating in the Meeting:

Commissioner James R. Tollner, Chairman
Commissioner Nicholas Dahl, Clerk
Commissioner Matthew Plante
Chief Michael Carignan
Deputy Chief James Testaverde
Deputy Chief Kevin Rourke
Karen Smith, NPD Business Manager
Kathy Breslin, Administrative Project Specialist (acting as recording secretary)

Others Participating in the Public Session:

Aldermanic Liaison Lori Wilshire-not in attendance
Aldermanic Liaison Richard Dowd
One citizen

PUBLIC SESSION

Commissioner Tollner called the meeting to order at 5:31 pm.

APPROVAL OF MINUTES:

- March 16, 2020
- March 23, 2020

MOTION: Commissioner Plante made a motion to approve the minutes of the March 16, 2020 meeting. Motion seconded by Commissioner Tollner. All in favor.

MOTION: Commissioner Tollner made a motion to approve the minutes of the March 23, 2020 meeting. Motion seconded by Commissioner Plante. All in favor.

BUDGET:

Business Manager Karen Smith provided the Commissioners with the following reports.

Grants:

- **JAG Stimulus Grant (\$122,122)** The Coronavirus Emergency Supplemental Fund for the prevention, preparing and responding to the Coronavirus. Resolution is being presented to the Board of Alderman and the grant is in the application stage. Funding will be retro to January 20, 2020-January 20, 2021. Additional information will be provided upon receipt of the award.

FY2020 Department Detail Expenditure Report

- The average appropriation of 39/52 weeks is 75%. The reports shows the 51 salaries and wages account for the two-digit percent used is 75% YTD. We are reviewing the accounts for the necessary procurement prior to year-end. The training account is on hold at this time and will be reviewed again next month. The HVAC system is being reviewed for the annual preventive maintenance that will not be part of the HVAC project.

FY2020 Department Detail Revenue Report

FY2020 Monthly Overtime Tracking by Specific Case Number or Significant Occurrence

- Missing person case (20-4062) from February with a total cost of \$17,655

Overtime Weekly Trend Analysis:**Strength Report:**

The Commission received a copy of the March 31, 2020, Strength Report.

	Commission Authorized	Budgeted	Positions Filled	Vacant Budgeted Positions
Total Sworn Full-Time	187	179	176	3
Total Non-Sworn Members	1	1	1	0
Total Part-Time Civilians	6.4	2.4	2.4	0
Total Full-Time Civilians	70.88	62.88	57.88	5
Total Grant Civilians	1	1	1	0
TOTAL:	262.68	246.28	238.28	8

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

ACTIVITY REPORT:***Deputy Chief Kevin Rourke reported the following:***

Officer Turcotte is currently at the K9 Academy and his assigned K9, Kyzar, is not tracking. Kyzar has been replaced with Koda at no cost to the agency.

The Nashua Police Department has had to make adjustments due to COVID19 resulting in less activity.

These are the following percent changes in incidents from 2019 to 2020:

- Domestic Violence related arrests-down 22%
- Burglaries-down 21%
- Arrests- down 39%
- Calls for Service-down 28%
- Suicides-up 17%

We currently have a good supply of PPE equipment.

Deputy Chief James Testaverde reported the following:***Detectives:***

Officer Desmet has been assisting the School Department by checking in on students who are not logging in for remote learning.

The open Administrative Assistant position in Detectives is on hold.

The Attorney General investigated the Michael McClain case and said the department did a great job.

Services:

Doria Brown did a project analysis for the HVAC project to determine which model makes the most sense. She agreed with our proposal, which is a little more costly, \$100,000 over the 1.2 million dollar project.

Professional Standards:

Since last fall we have hired 15 officers: 3 sworn in January, 4 certified officers in April and 8 sworn in May.

There are 3 current conditional offers and a recruit test coming up June 20th.

Legal:

The courts are scheduled to reopen May 25th and when they open there will be an enormous backlog for 2 months of cases.

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

CORRESPONDENCE FROM THE PUBLIC & OTHER AGENCIES:

Chief Carignan gave the Commissioners an overview of letters of appreciation received from the public and outside agencies including the following:

- CALEA Certificate of Appreciation-Chief Michael Carignan
- Elm Street Middle School-Officer Bennett Stusse
- Nashua Children's Home-Thank you
- Rivier University-Sgt. MacGregor, Detective Abrams, Officer Lewis
- Citizen-Thank you
- SNHMC-Thank you

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

NEW HIRES:

For the record

- Garrett Murray-Probationary Communications Technician-effective April 16,2020
- Sworn New Hires-1st Year Special Officers-effective April 21, 2020
 - Jay J. Atchue
 - Riley P. Dowd
 - Zachary C. French
 - Alexis N Fruzzetti
 - Joseph A. Fusco
 - Jared A. Granata
 - Zachary J. Keller
 - Kyle J. Schiavone

CIVILIAN CHANGE OF POSITION:

- Sara Barnes-Probationary Dispatcher

MOTION: Commissioner Tollner made a motion to accept the change of position of Sara Barnes effective April 14, 2020. The motion was seconded by Commissioner Dahl. All in favor.

CERTIFICATION: MASTER PATROLMAN:

- Effective May 29, 2020 Senior Patrolman Christopher Lewis will be certified as a Master Patrolman.

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

SIDEBAR AGREEMENTS:

Sidebar agreements were drafted for the Nashua Police Patrolman's Association and the Nashua Supervisor's Association to extend the date for usage of vacation time carryover

MOTION: Commissioner Tollner made a motion to accept the sidebar agreements. The motion was seconded by Commissioner Dahl. All in favor.

OTHER BUSINESS:

Chief Michael Carignan reported the following:

COVID19 updates:

We are very fortunate to have had very few officers out due to COVID19. Currently we have only one person left on quarantine and they are due back on Monday. We still have reserve officers, some of whom we have brought back when needed for coverage.

We are starting the conversations with the City regarding reopening the PD and how that will look. Employees who can work from home with no loss of productivity will be encouraged to continue to work from home.

Training:

We have lost a lot of training from March 1st until the end of the fiscal year. We will have to catch up on that training in the next fiscal year. The Chief has a plan to work that out financially with no impact on the City.

Citywide Communications Budget:

Bill Mansfield is going before the Alderman to ask for a 20% increase to his budget to help pay for Pete Cinfo, of our IT Division, to be trained on aspects of Bill's job responsibilities. The Mayor has cut 20% of the Citywide Communications budget. Alderman Dowd is supporting the increase to the Citywide Communications budget so the cost does not come out of the PD budget.

Swearing In/Promotional Ceremony:

Due to the restrictions of COVID19 we have been unable to hold our swearing in and promotional ceremonies. In September we would like to hold a large ceremony outside the PD to recognize retirees, new hires, promotions, awards and be able to allow the families to participate. We are looking into the Community College.

Miscellaneous:

There will be an article in the Telegraph tomorrow regarding current crime statistics. Crime rates are low and suicides are increased. We are receiving statistics from our Crime Analyst, Jenny Sousa, twice a week regarding year to date numbers and numbers during the COVID19 period.

The Budget Review is Wednesday night.

PUBLIC COMMENT:

Stacy Jeesey stated that she really did not have a comment, she just wanted to say that the police are doing their usual good job. This is the first Commissioner's meeting that she has attended.

NEXT MEETING:

The next meeting will be Tuesday, May 26, 2020 at 5:30 pm.

NON-PUBLIC SESSION

MINUTES NOT SEALED

PUBLIC SESSION INTO NONPUBLIC SESSION: 6:19 pm

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:

A. RSA 91-A: 3, II (a): "The dismissal, promotion, or compensations of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted."

Motion by Commissioner Dahl, seconded by Commissioner Plante.

A roll call vote was taken:

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

Recommendations for promotion due to the retirement of Captain David Bailey and Lieutenant Keith Dillon:

The Commissioners received each promotional candidate's personnel history information. Chief Michael Carignan gave the Commissioners an overview of each of the listed candidates for promotion. The promotions, if approved will be effective on Monday, May 11, 2020.

Promotion to Captain:

- Lieutenant Daniel Mederos

MOTION: Commissioner Dahl made a motion to promote Lieutenant Daniel Mederos to the rank of Captain effective May 11, 2020. Motion seconded by Commissioner Plante. All in favor.

Promotion to Lieutenant:

- Sergeant Joshua Albert
- Sergeant Brian Trefry

MOTION: Commissioner Tollner made a motion to promote Sergeants Joshua Albert and Brian Trefry to the rank of Lieutenant effective May 11, 2020. Motion seconded by Commissioner Plante. All in favor.

Promotion to Sergeant:

- Master Patrolman II Caleb Gilbert
- Master Patrolman II John Goodridge

MOTION: Commissioner Dahl made a motion to promote Master Patrolmen Caleb Gilbert and John Goodridge to the rank of Sergeant effective May 11, 2020. Motion seconded by Commissioner Plante. All in favor.

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:

B. RSA 91-A: 3, II (b) "The hiring of any person as a public 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: 6:42 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 #2:

RSA 91-A: 3, II (b) “The hiring of any person as a public employee”

MOTION: Motion by Commissioner Tollner seconded by Commissioner Dahl to seal the minutes of the Non-Public Session (**Item #2**) as authorized above. All in favor.

TENTATIVE DATE OF NEXT REGULARLY SCHEDULED MEETING:

- Tuesday, May 26, 2020 at 5:30 pm

ADJOURNMENT

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

Time: 6:44 pm

Respectfully submitted,

Commissioner Nicholas Dahl, Clerk