

January 27, 2020

The Nashua Police Commission held a public meeting on Monday, January 27, 2020, at the Nashua Police Department.

Members present:

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 Attending the Public Session:

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

PUBLIC SESSION

Commissioner Tollner called the meeting to order at 6:03 pm.

APPROVAL OF MINUTES:

- December 16, 2019

MOTION: Commissioner Tollner made a motion to approve the minutes of the December 16, 2019 meeting. Motion seconded by Commissioner Plante. All in favor.

BUDGET:

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

FY2020 Department Detail Expenditure Report, December 31, 2019:

At this point in the fiscal year we should have spent 50% of the budgeted amount for the payroll expense and we have spent 51% of the budget. If this trend continues we would be over budget by \$200,000. Changes have been implemented to decrease overtime.

We have seen an increase to the retirement/resignation account of \$16,000-\$17,000. This is not funded by the City since these are resignations and not retirements, which the City reimburses.

FY2020 Department Detail Revenue Report, December 31, 2019:

FY2020 Monthly Overtime Tracking by Specific Case Number or Significant Occurrence:

The Commission received a copy of the December 31, 2019 Monthly Overtime Tracking Report. Nothing significant but high overall due to overtime coverage.

Commissioner Tollner questioned who pays for the overtime coverage for parades and events within the City.

Chief Carignan stated the agreement is for the NPD to pay for the 4th of July events, Veteran's Day parade and the Memorial Day parade. The Holiday Stroll and the Pride parade are paid by the City and outside companies. We did absorb \$8,000 for the Holiday Stroll this year, due to rate changes in contracts not in the original costing quote. The events in the City that have involved closing Main Street have increased and it is mandated an officer cover Main Street when encumbered. We had to come to an agreement with the unions regarding pay rates,

when officers are ordered in. Everyone will receive the MPO II rate, unless they are acting as a supervisor and will receive their normal rate of pay at time and a half.

Sworn Functional Strength Analysis:

Overtime Weekly Tread Analysis:

The average weekly overtime has been \$51,805. We had a low week at \$28,000, but ideally it should be around \$40,000.

Strength Report:

The Commission received a copy of the December 31, 2019, Strength Report.

	Commission Authorized	Budgeted	Positions Filled	Vacant Budgeted Positions
Total Sworn Full-Time	187	179	166	13
Total Non-Sworn Members	1	1	1	0
Total Part-Time Civilians	3	3	3	0
Total Full-Time Civilians	72	64	56	7
Total Grant Civilians	1	1	1	0
TOTAL:	264	248	227	20

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

ACTIVITY REPORT:

Deputy Chief Kevin Rourke reported the following:

Manchester PD requested the use of our Mobile Field Force Unit for the February 10th Trump/Pence Rally. We will be sending approximately 30 officers which will be paid for out of our Mutual Aid account.

The new K9 officer will be Officer John Turcotte. He will be attending the Academy in March and we are currently looking for a dog.

The Dive Unit assisted the State Police with a boat recovery on Lake Winnepesaukee on December 10th. During the procedure one of the inflatable bags that we borrowed from NFR burst. The State Police has agreed to replace the inflatable bag and since they come in pairs we will replace NFR's inflatable bag and receive one for ourselves free of charge.

On the second or third week of February we will be encrypting radios for Tac 1 and 2. We have decided to implement this for officer safety, since there are new applications available which allow the public to listen in on our radios.

Chief Carignan stated the media may have questions on why we have chosen to go black and we are ready to answer those questions.

The Commissioners were all in favor.

The architect Bob Lavallee from Laveallee-Bresinger, provided certain members in each division with questionnaires to assess their specific areas. These questionnaires need to be completed by February 7th. Chief Carignan explained this is in regards to the need to update our detention area. We have already been approved to update our HVAC system, so we hired an architect to make sure any building changes we make will accommodate the new HVAC system.

Deputy Chief James Testaverde reported the following:

Detectives:

Over the weekend there was a random shooting in Palm Square affecting a few of the apartments. In less than 48 hours the Detective Bureau has already solved the case and a warrant has been issued.

The preliminary reports from the Crime Analyst has our calls for service last year at 85,000 which is slightly down from the prior year.

Information Technology:

Pete Cinfo is looking into possibly replacing our CAD system (Computer Aided Dispatch and Records Management Software), which is becoming outdated. He has set up a committee with users across the department who will be meeting next week.

Professional Standards:

The most up to date numbers: down 18 officers, including the 3 officers we just hired and are at the Academy. Between now and May 1st we will be down 21 officers. Recruiting is hitting it hard without reducing standards; 6 conditional offers, 2 more this week, and 10 background packets. This does not count 2 Communication Technicians and 4 Dispatchers we are down.

Currently the starting pay for Communications Technicians is \$32,000 and Dispatchers \$37,000. We are doing comparisons with other agencies and find that our people are grossly underpaid. One example is NFR starting pay for a Dispatcher is \$48,000 and they have approximately 11,000 calls for service per year compared to our 85,000. We are looking to increase the starting pay to \$38,000 for a Communications Technician and \$48,000 for a Dispatcher. We will also have to adjust the pay for current employees. Going forward we will need to increase the budget by \$130,000. We can justify this figure by showing how much we need to pay to have an officer covering these positions.

Commissioner Tollner stated that the Mayor was not aware that when we cannot fill those spots we have to use officers and he agrees that is paying more that we need to.

Alderman Wilshire stated that she thought the current pay rates were awful.

Deputy Testaverde stated the importance of our Communications Technicians by pointing out a current employee will soon be receiving an award for helping save a life when she saw a person in the cells trying to kill herself.

Legal:

Captain Paulson is doing a fabulous job, but will soon be transferring to the Services Bureau and Captain Kenney will be transferred to the Legal Bureau.

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:

- Riverwalk Café: Officer William Adamson
- Hudson Police Department: Lieutenant Robert Giggi
- Days Jewelers: Nashua Police Department
- Township of Burlington, NJ Police Department: William Pease, NPD

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

CIVILIAN HIRE:

For the record

- The following civilian has been hired to fill the position of Communications Technician:

Maureen Trembley: Effective January 6, 2020

RETIREMENT:

- Sergeant Robert MacLeod: Retirement effective February 18, 2020

MOTION: Commissioner Tollner made a motion to accept the retirement of Sergeant Robert MacLeod effective February 18, 2020. The motion was seconded by Commissioner Plante. All in favor.

OTHER BUSINESS:

Chief Michael Carignan reported the following:

Late Friday we received a rough draft of the CALEA report. It was a very good report and Bill Pease, our Accreditation Manager, was very pleased. Once it is completed we will be able to share the entire report with the Commissioners, but that will not be until March. One thing noted in the report was the need for us to update our detention area.

Commissioner Tollner thought it would be a good idea to contact the president of the Board of Alderman to present the final report to the board.

NIBRS (National Incident Based Reporting System) is taking longer to update since we are down one Records Tech II.

The City recently has made us aware of the increasing healthcare costs. We put Captain Allard and Lieutenant Mederos in charge of a taskforce to educate our members on cost saving measures like the high deductible plan and Smart Shopper. We want the City to know we are doing our part to keep healthcare costs down.

Commissioner Tollner stated he has a consultant he knows at Anthem who would be happy to come in and do a presentation for anyone in the department. He handles mostly the municipalities, but the sooner we contact him the better. It would be good to have him come in February before they get busy with the annual renewals for July 1st.

We are trying to take steps to keep the overtime down within the department. To do so we have taken the following steps:

- No longer filling sector 1 (the downtown area) until the weather gets better
- No longer filling sector 16 on the weekends.
- Added a sergeant to Patrol and have seen a 25-30% reduction.
- Eliminated overtime for archiving.
- Eliminated overtime for evidence disposal

Commissioner Tollner stated that we should be keeping track of the changes and cutbacks we have had to make.

Commissioner Plante inquired if there was a cost to not doing overtime for evidence disposal.

Chief Carignan stated that by eliminating the evidence disposal overtime the backlog property will just take up more space which makes it easier for things to be misplaced. We recently had an evidence audit and we had 100% accuracy.

There have been discussions with Bill Mansfield regarding the radio network and Bill's long term plan. Currently there is no one trained to take over for Bill and that puts us in a bad position. Bill currently falls under the NPD, but he works for the City and for NFR. We have an IT employee, Pete Cinfo, who is interested in learning about the radios, so he can trouble shoot if necessary. The plan is to increase Pete's responsibilities and have that

come out of Bill Mansfield's budget. When Bill Mansfield leaves they can hire a replacement, with IT experience, and Pete can be the backup. Chief Rhodes at NFR is in favor of this plan.

PUBLIC COMMENT:

Mr. George Denault, Nashua citizen, stated he had heard prior to coming into the meeting that two people in NH are being tested for the Coronavirus and wanted to know if we were prepared.

Chief Carignan stated that the two people are not confirmed to have the virus, but he has direct contact with health officials to receive any updates.

NEXT MEETING:

The next meeting will be February 24, 2020 at 5:30 pm. and going forward all meetings will be held on the 4th Monday of the month at 5:30 pm.

NON-PUBLIC SESSION

MINUTES SEALED

PUBLIC SESSION INTO NONPUBLIC SESSION: 7:06 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
-

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 Tollner, seconded by Commissioner Plante.

A roll call vote was taken:

- Commissioner Tollner – yes; Commissioner 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 #3:

C. 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 Plante seconded by Commissioner Dahl.

A roll call vote was taken:

- Commissioner Tollner – yes; Commissioner 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: 8:08 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:

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: Motion by Commissioner Tollner seconded by Commissioner Plante to seal the minutes of the Non-Public Session (**Item #1**) as authorized above. All in favor.

Item #2:

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

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

Item #3:

C. 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: Motion by Commissioner Tollner seconded by Commissioner Dahl to seal the minutes of the Non-Public Session (**Item #3**) as authorized above. All in favor

TENTATIVE DATE OF NEXT REGULARLY SCHEDULED MEETING:

- Monday, February 24, 2020, at 5:30 pm

ADJOURNMENT

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

Time: 8:10 pm

Respectfully submitted,

Commissioner Nicholas Dahl, Clerk