

TOWN OF NORTHWOOD
POLICE COMMISSION
5/15/2018

Chairman Rick calls the meeting to order at 4:56 pm at the town hall.

PRESENT: Chairman Ken Rick, Commissioner John Schlang, Commissioner Krochmal, Chief Glen Drolet, Board Administrator Linda Smith.

MINUTES: Motion is made by Commissioner Krochmal, second by Commissioner Schlang, to approve the minutes of 4/17/2018 as written. Vote 3/0.

Chairman Rick makes a motion to not accept the minutes of 5/1/2018 and asks to discuss in non-public session. No second. Commissioner Krochmal states she was not present at this meeting. Chairman Rick states he will hold off on these minutes until later in the meeting.

PUBLIC INPUT: None

CHIEF'S REPORT:

Chief Drolet reports the following statistics for month of April:

Calls for Service	Business & Property Checks	Arrests	Motor Vehicle Accidents	MV Warnings Issued	Motor Vehicle Summons
261	246	12	7	83	16

Chief Drolet states he has distributed the current expenditure reports and there is 68.18% remaining in the police department budget. There is 93.63 % remaining in the ACO budget.

Chief Drolet provides the following purchase orders for review and signatures:

- Two Ballistic Vests for new officers \$1607.
- Neptune Uniforms (for part time officer) \$818.43
- Axon- Annual storage & license fee for body cameras \$2936.70
- WB Mason- annual office supply purchase \$1349.63

Commissioner Krochmal asks about uniform purchases. Chief Drolet explains that some of the department uniforms are able to be used; some uniform items needed to be purchased for the new officer hired last month.

Personnel: Chief Drolet reports that the officer that is at the academy suffered an injury last week so he was not able to do any physical activity; he was able to attend lectures. Chief Drolet states that he received an update that he had a followup appointment and is now cleared 100% and will stay with the class.

Chief Drolet reports that there is a potential for two full time certified candidates to apply. One has submitted his packet; the other one is a possibility at this time.

Chief Drolet reports that there were two incidents which were posted on the Facebook site: 1. Road rage incident that started in Barrington and ended at the intersection in Northwood. There was a physical altercation and the other driver came out with a knife. He adds that they are completing the investigation and anticipate warrants to be issued. 2. Two cars were gone through in a garage on Bow Street. It appeared they were trying to steal a four wheeler and could not get it out and a fire started in one of the cars. State Fire Marshall's office is participating in the investigation.

Chairman Rick asks if any law enforcement agencies east of town contacted Northwood about the road rage situation. Chief Drolet states it came in as a 9-1-1 call.

MAIN BUSINESS:

1. Animal Control Officer: Commissioner Schlang notes that the expenditure report and asks if the officer is back. Chief Drolet reports he was out for quite some time which is reflected in the salary line; he is back now at work now.
2. Commissioner Krochmal asks about setting of meeting and what can be done to make sure all commissioners can attend.
3. Chairman Rick asks quotes for banners. Ms. Smith states that she has 2 quotes: lightweight \$75. or a heavyweight banner with hem for pole with color town seal \$110. After discussion it is agreed to hold off on the decision of the banner at this time because only one commissioner is available to participate in the parade as a commissioner.

Correspondence: Commission received an invitation to a fundraiser in Littleton, NH

Discussion is held on reasons allowed to go into Non Public Session. Commissioner Rick states he would like to discuss minutes of 5/1, policies (procedures), and work session. Ms. Smith states these items may be discussed in public session.

Chairman Rick states would like to discuss the minutes of 5/1. He states the reason he did not accept the minutes is because they are not accurate and not complete based on what was discussed in the room with 2 commissioners. He states his recollection is that he made a motion that was provisional and Commissioner Schlang did not second. He adds that Commissioner Schlang then made a motion to immediately hire the new officer and I did not second, which created an impasse. He states there were only two commissioners and we had different ideas on what should be done. He suggests that the tape from the meeting is played. Commissioner Schlang states he does not remember it exactly but he does not remember it that way.

Chairman Rick states that the meeting was called on short notice and he was not aware of the meeting and that is why he was not at the meeting at 11 am. He stated that he stated in an email that he would be available, subject to a confirmation. He states that he did attend the meeting after receiving a phone call from Ms. Tuttle. He states that Commissioner Krochmal was not present and he feels that although it is not stated in the RSA, he feels all three commissioners should be present if officers

are being hired or terminated. Commissioner Krochmal questions the urgency of the meeting and states that she agrees that every effort should be made to have all three commissioners present even if it means rescheduling. Chairman Rick asks Chief Drolet if the officer has been hired. Chief Drolet responds yes and states his recollection is that he did second the motion by Commissioner Schlang to hire the officer.

Chairman Rick states he was not pleased with the short notice and the fact that one of the commissioners was not able to be present at the meeting. He states that he stated it was provisional on the third commissioner being aware. Chief Drolet states his concern about waiting until the regular meeting as it could be weeks before the hiring could take place. Commissioner Krochmal suggests a different time of day may make a difference in attendance.

Ms. Smith states that there have been a number of recommendations that have been presented. She states that she followed the same procedure that had been occurring in the past relative to the process of contacting commissioners for work sessions, which included contacting the commissioners when the chief contacts her relative to a request for meeting. She states that in the past if 2 commissioners could be present, the meeting was held. Relative to the concern about not receiving a confirmation, she read the email noting that there was no request for a confirmation. When the chairman replied that he could attend, she contacted the other commissioners and posted the meeting as had been past practice. She adds she will provide confirmations if the commissioners request they would like to receive them.

Chairman Rick states he would like to address the chief's urgency in hiring another man. He adds that he would like to give Commissioner Krochmal the right to know what was discussed and make her feel comfortable with the decisions that were made. He states that he feels it is important that all three commissioners stay in the loop. He re-states that he believes he made a provisional approval which did not receive a second.

Ms. Smith suggests that she play the tape back and write out that section of the minutes verbatim. She adds that it may be that the discussion and provisional motion that did not receive a second occurred in the non-public session, not the public portion of the meeting. Chairman Rick states he is favor of having the minutes done verbatim.

Lengthy discussion is held on changing the commission's procedures regarding having three commissioners present in order to approve hiring and terminations. Chairman Rick notes prior to the election, two commissioners met and voted to hire 2 officers, and it was on short notice. He adds that he is angry about the meetings that were held without all commissioners present.

Commissioner Krochmal asks if the commissioners are provided a copy of the background investigation on potential candidates for hiring. Chief Drolet states he goes over the information in the report with the commission in non-public session.

She asks specific questions regarding a recent hire and how it was handled. She states that she feels the commission should receive this information during the hiring process.

Chairman Rick states that he feels it is important to have all three commissioners be present for hiring and terminations, even if that means rescheduling a meeting. Lengthy discussion is held on the way to word an amendment to the procedures. It is noted that the procedures require any change to be read at the meeting preceding the vote. A number of potential wording for the amendment are discussed. Amendment is finalized as follows:

Three commissioners must vote on all personnel decisions including hiring, promotion and disciplinary action (suspension or termination). All commissioners shall be notified of meetings when personnel decisions are scheduled. If only two commissioners are available, the chairman, at his discretion, may give approval for two commissioners to vote on personnel decisions. If the chairman is not available, the vice-chairman may approve two commissioners to meet after contact with the chairman.

Chairman Rick states he contacted the New Hampshire Municipal Association (NHMA) and asked them how many towns in NH have police commissions. The representative from NHMA stated three: Auburn, Nashua and Portsmouth. Chief Drolet notes that Auburn voted it out several years ago; Rochester and Laconia have police commissions.

Commissioner Krochmal asks about the recent officer that was hired as she was not present at the meeting. Chairman Rick provides some general information that was provided at the meeting.

Chairman Rick asks Chief Drolet that when the department is at full staff in a few months whether a group photo of the department with the commission could be done. Chief Drolet states he is not in favor of having the officers photos placed in the newspaper as a group because people have used the pictures inappropriately, which can be offensive to the officers.

Commissioner Krochmal asks about the status of the School Resource Officer hiring at Northwood School. Chief Drolet states that discussion is ongoing but will likely not happen before next school year begins.

Motion to adjourn is accepted at 5:54pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Linda Smith".

Linda Smith, Board Administrator

Next meeting: Tuesday, June 19 at 5 pm