

**Wolfeboro Police Commission
Meeting Minutes
COVID-19 Meeting - GoToMeeting
April 15, 2021**

Members present: Chairman Steve Wood, and Vice-Chair Bob O'Brien, and Commissioner Shawn Coope

Staff present: Chief Dean Rondeau, Captain Mark Livie, and Recording Secretary Sherri Moore

Chairman Wood called the GoToMeeting to order at 4:01 PM.

Chairman Wood welcomed Commissioner Shawn Coope to the meeting. He also welcomed our Selectman Liaison, Luke Freudenberg. As well as our Budget Committee Liaisons, Tom Bell and Matt Plache.

Chairman Wood read the following Preamble into the record:

MEETING PREAMBLE DURING COVID-19 EMERGENCY

Good Evening, as Chairman of the Wolfeboro Police Commission, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID- 19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let 's start the meeting by taking a Roll Call attendance. When each member states their name please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

The Commission Members gave a Roll Call vote, Commissioner Bob O'Brien – present and alone in a room in his house, Commissioner Shawn Coope – present and alone in a room in his house, Chief Dean Rondeau – present and alone in a room in his house, Captain Mark Livie – alone in a room in his house, Luke Freudenberg – present and alone in his office, Tom Bell – alone at his home, and Chairman Steve Wood – present and alone in his home office.

Consideration of Minutes

Commissioner O'Brien moved the Wolfeboro Police Commission to accept the March 18, 2021 public minutes as written. Commissioner Coope seconded. Roll call vote: Bob O'Brien – yes, Shawn Coope – yes, and Steve Wood – yes, Members voted, the motion passed.

Activity Reports

Chief Rondeau reported on the following activity reports for the month of March:

Incidents: He reported that there were 56 incidents. An increase over February is a normal because of having more days than the previous month.

Offenses by month: He reported 97 offenses for last month.

Arrest status report: He reported no change in the number of arrests (25 – the same as the month of February).

Collisions YTD and Accidents by street name: He reported 6 accidents during the month of March.

Traffic stops YTD and location breakdown report: He reported 135 traffic stops and 8 tickets were issued out of those stops. Based on the number of traffic stops and tickets issued it amounted to a less than 10% of a chance of getting a ticket. The focus is on educating drivers.

Personnel Analysis report: Shared the information with the Commissioners in their packets.

Detectives Report: Read Report into record. Please see attached.

School Resource Officer (SRO): Read Report into record. Please see attached.

Chief's Items

Chief Rondeau read his report. Please see attached.

Chief Rondeau reviewed the 1st Quarter budget analysis and explained the expenditure report and explained that the report is in a new format. The Police budget for the 1st quarter showed that the Police budget was underspent by 4.5%. He went on to share that Bob Tougher from the Budget Committee had inquired about two lines that were showing an over expenditure. One of the lines was over expended due to a software subscription that was paid out in 2021 and the other line was over expended due to unanticipated expensive cruiser repairs. The Chief explained that he has emailed the Town Manager the explanations to be shared with Bob Tougher. The Communication budget and the Animal Control budget are also underspent as of the 1st quarter.

Commissioner O'Brien asked if there are any plans for large expenditures coming up in the next quarter?

Chief Rondeau responded that the new cruiser has been ordered. He also went on to discuss that fact that the budget is tied to his goals and objectives. In June he would like to give a 'State of the Union' type address to see where the department is at in light of what has or has not been achieved. The goals and objectives help to build the budget. One of main goal is to pivot on technology. However, that is not a one and done kind of task. What that looks like for the future is operating 100% electronically. Currently crash reports are sent electronically, and summons are being issued using the MDT's. It is much more efficient and helps motorists be on their way and reduces paper.

Chief Rondeau went on to share that the department may be getting an AFIS (Automated Fingerprint Identification System) through an available grant from the State.

Commissioner O'Brien responded that a review of the goals and objectives will help us.

Commissioner Coope asked that when it comes to the overtime budget what do you save going into the summer months?

Chief Rondeau responded that there is not a magic number. However, if they can have 50% left budgeted in the overtime line by June then he thinks that the budget would be in pretty good shape.

Commissioner Coope asked how much of the overtime is utilized in the months of July and August?

Chief Rondeau replied that it varies. He offered to do a five-year average because he did not have the number off the top of his head. He did offer that July is the most expensive month due to events related to the 4th of July (the parade and fireworks). Those two events consume a huge amount of money and it is just about every hand on deck for eighteen hours. There is no extra money from the Town to put those events on, it comes out of the Police operating budget.

Captain Livie also responded that with July and August being nice months it is a time when officers take their vacations. Sometimes we try to break up vacation time, so they are not overlapping but it is a challenge because we must have shifts covered 24/7. Overall, regarding the overtime budget calculations, we try to break it down (using averages) by the month and try to keep it in the calculated amount...knowing July and August will go over but try to keep it in the ballpark.

Chief Rondeau shared that the average overtime expenditure is around \$8,100 a month.

Captain Livie added that the overtime line has been a challenge because of COVID effecting daily operations of trying to fill shifts. Right now, if you look at the line you will see we are a little over budget. It is not as bad as it could be but going into the summer months it is not ideal. We would rather it be a little underspent.

Captain's Items

None

Questions from the Press

None

Commissioner's Items

Chairman Wood shared that the next meeting will be on May 20, 2021 at 4:00 pm. He would like to see the next meeting return to a hybrid style meeting but not sure. He asked if the members had any thoughts or comments?

Commissioner O'Brien responded that we need to wait and see what comes down the pike from The State...to see what they are recommending. He thinks they are getting close and would like to see it.

Commissioner Coope replied that he would support the hybrid model starting in May at the next meeting.

Chairman Wood replied that we have a little over a month before the next meeting. He wondered if the Governor spoke on any COVID updates.

Commissioner Coope shared that the Governor had suspended the mask mandate beginning on Friday.

Chairman Wood commented that the other issue with the hybrid model is that the meetings had moved from the library to the Great Hall at Town Hall. Although the acoustics are spotty, they had better luck having the Community Television record the meetings. He asked if Bob had any thoughts.

Commissioner O'Brien responded that he actually liked the Town Hall.

Commissioner Coope agreed with Bob.

Chairman Wood asked if anyone wanted to make a motion to move to the hybrid model for the May meeting? He offered that they would attend in person and others who are not comfortable can attend online.

Commissioner Coope moved the Wolfeboro Police Commission to conduct the May 20, 2021 meeting in the hybrid version with the Commission present in the Great Hall at Town Hall. Commissioner O'Brien seconded. Roll call vote: Bob O'Brien-yes, Shawn Coope - yes and Steve Wood-yes, the motion passed.

Chairman Wood had another item to discuss with the Commissioners regarding the Commissioner Stipends. The stipends are paid out on the 14th pay period for the previous year. This does not affect Commissioner Coope, but it does for the late Commissioner Joseph Balboni. To keep it legal the Commission needs to take a vote to gift those funds to Joe's wife Mary. That keeps everything transparent. After speaking with K.C. at Town Hall he understands that it keeps it clean, and it is a good idea...Chairman Wood did not know any different and assumed a check would be automatically sent out. He would like to entertain a motion for a vote to gift the funds to Mary Balboni.

Commissioner O'Brien moved the Wolfeboro Police Commission to gift the 2020 stipend for the late Commissioner Joseph Balboni to his wife Mary Balboni. Commissioner Coope seconded. Roll call vote: Bob O'Brien-yes, Shawn Coope - yes and Steve Wood-yes, the motion passed.

Chairman Wood asked that the minutes get sent to Town Hall to show that this item was voted on.

DISCUSSION

Board of Selectmen's Representative

Luke Freudenberg shared that it is nice to be back with The Commission and Police Department. It was a privilege to work with us. He is also looking forward to being a part of the Public Safety Building Committee. He went on to compliment Chief Rondeau and Commissioner Wood for the great presentation for the Tesla. He thinks it will be a show piece for Wolfeboro and it is nice seeing innovation being gifted to Wolfeboro by a generous donor. He is looking forward to seeing it lettered up and wondered if it will be white?

Chief Rondeau replied yes.

Luke Freudenberg also shared that the (electric) bike is great. He thinks it is a positive thing – it will be nice to see those things this summer. It is looking like it will be a busy summer downtown...there are a lot of new residents.

Chief Rondeau replied that the bike is going to help to address some issues that we were not able to address last year due to budget cuts. He is very excited about it.

Public Comment

Chairman Wood asked if Tom Bell had anything he would like to share or add?

Tom Bell responded that he would like to follow up on the Tesla. He wants to make sure that everyone understands the value. There seems to be some skepticism on how it will perform.

Chairman Wood shared that he spoke with the electrician about the install of the charger and inquired about having a metering device installed. That way they can track exactly the kilowatts going into the car and track different types of information. We plan to make every attempt to garner as much information as possible.

Tom Bell offered that an elegant way to express it to anyone who is a skeptic is to say "What better way to have an opportunity for a pilot project for this than getting it for nothing."

Chairman Wood replied that that is his next point. Other departments (around the country) are committed to the Green Initiative and are getting the funding. Give us the time to do our homework.

Chief Rondeau explained that we have an asset management plan and it is how we can track data to make proper assessment of our vehicles.

Being no further business before the Commission, Chairman Wood entertained a motion to enter non-public session to discuss personnel and litigation matters.

Commissioner O'Brien moved the Wolfeboro Police Commission enter into non-public session RSA 91 A: 3, a to discuss personnel items at 5:12 PM. Commissioner Coope seconded. Roll call vote: Bob O'Brien-yes, Shawn Coope – yes and Steve Wood-yes, the motion passed.

The Commission re-entered public session at 6:09 PM.

Being no further business before the Commission, Chairman Wood entertained a motion to adjourn.

Commissioner Bob O'Brien moved the Wolfeboro Police Commission to adjourn at 6:10 PM. Commissioner Coope seconded. Roll call vote: Bob O'Brien-yes, Shawn Coope – yes and Steve Wood-yes, the motion passed.

Respectfully submitted,

Sherri Moore

Monthly Activity for March 2021

Eighteen (18) cases were carried over from February 2021. For the month of March 2021, Det. Emerson investigated six (6) new cases. The cases below represent all the incident and arrest for the month of March.

Four (4) cases were investigated as felonies and two (2) cases were investigated as misdemeanors. At the end of March 2021, Det. Emerson was able to clean up some of his lingering case load and close out cases from the previous months.

Detective Emerson is investigating a child pornography case involving nude images of at least one juvenile female. The case is still under investigation.

Additionally, Detective Emerson completed his investigation regarding two sexual assaults that occurred last year. Those cases have been sent to the County Attorney for Grand Jury presentation presently scheduled for the end of April 2021.

Detective Emerson assisted Officers with CAC interviews regarding a child abuse cases.

Cases Assigned/Investigated

- 1 Child pornography case
- 1 Theft
- 1 Assault
- 1 Assault on a child

Percentage of cases closed this month 68%

Percentage of new cases closed by arrest during the month 0%

Percentage of entire case load closed 57%

WOLFEBORO POLICE DEPARTMENT SCHOOL RESOURCE OFFICER DEVINE MONTHLY SUMMARY FOR MARCH 2021

The month of March was Officer Devine's seventh month as the School Resource Officer. SRO. Devine attended a two-day online course for her position.

SRO. Devine started taking classes through UNH for a program called, RENEW (resilience, empowerment, and natural supports for education and work) A program that a lot of the Kingswood staff is a part of. RENEW is a structured school-to-career program to create hope, build futures and change lives of students. It is for youth who need help adjusting to transitions, engaging in school, work, and community activities, creating positive interactions with peers and mentors in the community, and creating a plan to finish their education and obtain meaningful employment. SRO. Devine will be finished with the program in April and is eager to put her new skills to work.

SRO Devine had a few truancy checks from the High School and several DCYF notifications for the High School and Middle School regarding truancy and mental health evaluations.

SRO. Devine worked with Detective Emerson to interview students regarding incidents that did not occur at school. SRO. Devine assisted Officer Peaslee with two investigations and two other agencies regarding investigations.

SRO. Devine assisted a citizen regarding child custody.

SRO. Devine assisted with mental health evaluations for two students.

Two students were found to be in possession of tobacco products. One juvenile petition is pending.

SRO. Devine assisted two students with motor-vehicle unlocks and one minor motor vehicle accident on campus.

TO: Wolfeboro Police Commission

FROM: Dean J. Rondeau
Chief of Police

SUBJ: Chief's Items (March 2021) for 15 April 2021 Wolfeboro Police
Commission meeting

DATE: 09 April 2021

Non- Public: I have three (3) items for Non-public Session under personnel, hiring, and litigation.

GENERAL BUDGET ITEMS:

There will be an end of first QTR. FY 21 Budget review following the presentation of the Chief's Items this meeting. The 1st QTR. Wolfeboro Police Department financials are attached for your review. Please review these and if you have any questions, please let me know. So far, we have conducted four (4) internal budget reviews this past QTR. The budget appears to be moving along fine, and with no major issues forecasted at this time. There have been some budget over-expenditures that I will address by exception. Bottom line up front, the PD is underspent by approximately 2.5 percent at this time. with approximately three (3) Qtrs. remaining in the FY, this is good!

PERSONNEL:

Officer Peaslee continues to make progress in his FTO program. He is scheduled to come out of the FTO program sometime in May. I will continue to keep the Commission informed.

Operations (Criminal Investigations and Prosecutions):

In terms of Police investigations and Operations, March was very busy; and it had 31 days as opposed to 28 in February. The department also remains involved in the five (5) car motor vehicle crash investigation on South Main Street, and the fatal crash investigation on College Road. Both of those investigations are still ongoing-they take time.

In terms of Police Prosecutions, this past month was very busy. We had twenty-two (22) defendants respond to twenty-two (22) charges. Of those charges, seventeen (17) were found or plead guilty. Additionally, another five (5) cases were placed on file pending good behavior, with other court ordered or directed actions, such as restitution or alcohol and drug treatment added as part of their sentences.

The conviction rate is this past month is one hundred (100%) with \$11,859.00 dollars in fines, restitution, and penalties meted out by the Courts.

Safety and Security matters: We have already seen the weather turn. Spring is on the way. Please pay attention to the pedestrians out and about, and the wintertime sand, and leaves on the roadway. Our very talented work crews will be out cleaning up our roads, so please be cautious of them as well as the winter blow down, sand and leaves still along the roadways. This winter debris represents a hazard and may make the roads a little more slippery on both dry pavement and wet asphalt. Please drive carefully and allow extra time when going to and from your daily business. Lastly, during significant weather events if you don't have to go out-don't. A vast majority of our crashes occur during periods of inclement weather. Plan for needs, cancel non-important appointments or events, please be safe.

Dispatch: NSTR

Motor Vehicle Enforcement: In an effort to mitigate the traffic crashes we realize monthly, we will be continuing a strong proactive approach to motor vehicle enforcement, and traffic stops. As a warning to those residents in the North Wolfeboro Area, I have received complaints about speeders on College Road and Stoddard Roads. We will be conducting aggressive speed reduction patrols in those areas of Town-so please, if you are in a habit of speeding up there, don't! Lastly, we continue to deploy assets and patrols to our identified problem areas-Safety First!

That being said: The Department is continuing its enhanced speed enforcement operations in the following areas: Lehner Street, Forrest Road, Cotton Valley and College Road to Stoddard Road; Beach Pond Road with a focus on the area between Pine Hill Road and North Line Road, Center Street, North Main Street, 109 East, Bay Street and Sewell Road. The reason for these speed enforcement operations is due to citizen complaints and data collected and analyzed by our radar trailer. We will continue our efforts in these areas until we are sure that the speeds have come down. If you travel these roads, please be mindful of the posted speed limits.

Training:

Police:

Officer Devine -- SRO basics training
Department -- CPR training -- Stop the Bleed

As of the end of March, almost all the PD members have met their annual training requirements in terms of Non-Discretionary training

DISPATCH: NSTR

Training note: **We do have on-line Training through Lexipol/Police One-it is available to all for training* Dispatch as well as Officers.

We now can train Anytime, Anywhere.

Online learning allows you and your department to train when it's convenient. Complete courses on your phone, tablet, or computer 24x7 365 days a year.

OUTREACH AND MATTERS OF INTEREST:

As the Commission knows, we received two very generous donations this month that have been accepted by the Town's BOS and gifted to the PD. The first was a monetary donation for the purchase of a Telsa model Y electric vehicle. The second was an Apex electric Bike. Both vehicles will add an incredible capability to the PD, and we remain very grateful to Mr. David Thayer, owner, and proprietor of Coyote Creek in Rochester, NH for the very beautiful Apex Police Electric Mountain Bike. Additionally, we remain equally grateful to the anonymous donor for the \$66,500.00 dollar donation for the purchase of a Telsa vehicle.

SSG Maloney and I head back to the NH Police Academy on 19 April to teach block zero of the Technical Crash Investigation Course to the recruit class.

Both the Captain and I met with concerned citizens regarding a wide range of issues and community topics.

I am now conducting a weekly talk radio show with Erick Scot of WASR. The show is a one-hour feature with call in and we discuss relevant topics of interest. Please be our guest on this show each Monday at 12 Noon. Please call in and ask your questions and join in the discussion-let's get involved and solve community issues or simply have a good time! All are welcome!

Both the Captain and I attended a wide range of Budget related and Town meetings with various groups and committees as we proceed through the budget process.

The Both the Captain and I spoke on Wolfeboro Community TV this past month.

The Captain continues to be part of the Master Planning process, the Technical Review and Joint loss committees, and I continue to serve on the Governor's Commission for the humane and ethical treatment of animals.

Lastly, please be our guest on Coffee and Connections with the Chief.

Safety Tip of the Month: It is warming up, get your equipment and bob houses off the ice. Fail to do so at your own peril.

BUDGET ANALYSIS: After a brief recess we will conduct a First QTR. FY 21 budget review-please refer to your financials attached.

Gentlemen, subject to your questions, that is all I have.