

**Wolfeboro Police Commission
Meeting Minutes
April 20, 2023**

Members present: Chairman Steve Wood, Commissioner Robert O'Brien and Commissioner Shawn Coope

Staff present: Captain Mark Livie, Lieutenant Maloney, and Sherri Moore – Recording Secretary

Pledge of Allegiance

Chairman Wood entertained the Pledge of Allegiance.

Consideration of Minutes

Chairman Wood entertained a motion to accept the March 16, 2023, minutes as presented.

Commissioner O'Brien moved the Wolfeboro Police Commission to accept the March 16, 2023, public minutes as presented. Commissioner Coope seconded. Members voted, all in favor, the motion passed.

Activity Reports

Captain Livie reported on the following activity reports for the month of March:

Incidents: He reported 63 incidents, a decrease from the previous month.

Offenses by month: He reported 96 offenses for the month.

Arrest status report: He reported an increase in arrests from the previous month, for a total of 35.

Collisions report: He reported 11 collisions in March.

Traffic stops report: He reported 264 traffic stops, an increase from last month, and 11 tickets were issued out of those stops.

Personnel Analysis report: The report is a synopsis of each officer's activity for the month.

School Resource Officer (SRO): Read Report into Minutes. See attached.

Detectives Report: Read Report into Minutes. See attached.

Chief's Items

None

Captain's Items

Captain Livie read the Chief's monthly report. The Captain also included building sketches and shared that they have already made changes to those plans and hoping by next week they will have new plans. Report and slides attached.

Questions from the Press

None

Lieutenant's Items

Lt. Maloney shared that he just wanted to highlight how good of a job SRO Devine is doing. As well as Detective Shane Emerson, he is not only doing a great job within the Police Department but also with I.C.A.C. The Lieutenant has noticed that the Detective's skills have dramatically improved.

Chairman Wood made note in appreciation of the Police Department's officer's hard work and stepping up. It has not gone unnoticed.

Commissioner's Items

Chairman Wood acknowledged the "elephant" in the room with the absence of Chief Rondeau. He shared that the Commission has put the Chief on paid administrative leave. An outside agency has been hired for the inquiry. He requests that everyone be respectful during this time...these types of things take time to complete. He asks on behalf of the Commissioners for the public's patience during this time. When the Commission has more information, they will share it.

Chairman Wood shared that the Commission has one item for non-public under personal. He also announced that the next meeting will be on Thursday, May 18, 2023, at 4:00 pm in the Bradley Room at the Wolfeboro Public Library.

Board of Selectmen's Representative

Brian Deshaies shared some items the Selectmen had discussed at the Selectmen's meeting the previous night, items such as: downtown parking; Libby Museum and the opening of the single-track trails.

Budget Committee's Representative

Tom Bell shared that the Budget Committee has a preliminary meeting scheduled to determine leadership rolls and welcoming new members.

Public Comment

Brodie Deshaies had a question on behalf of the Library Trustees regarding shared costs on items, like the dumpster...are there any others?

Captain Livie answered that he believes that is the only shared item.

Secretary Moore offered that the dumpster cost is managed by Chief Zotti under the Public Safety Building and that Chief Zotti would have the definitive answers.

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

Commissioner O'Brien moved the Wolfeboro Police Commission to enter into non-public session RSA 91 A: 3, a to discuss Personnel at 4:30 PM. Commissioner Coope seconded. Roll call vote: Bob O'Brien – yes, Steve Wood – yes, and Shawn Coope-yes, the motion passed.

The Commission re-entered public session at 5:27 PM.

Commissioner Coope entertained a motion to seal the Non-Public Minutes.

Commissioner O'Brien moved the Wolfeboro Police Commission to seal the Non-Public Minutes. Commissioner Coope seconded. Roll Call vote: Bob O'Brien – yes, Steve Wood – yes, and Shawn Coope-yes, the motion passed.

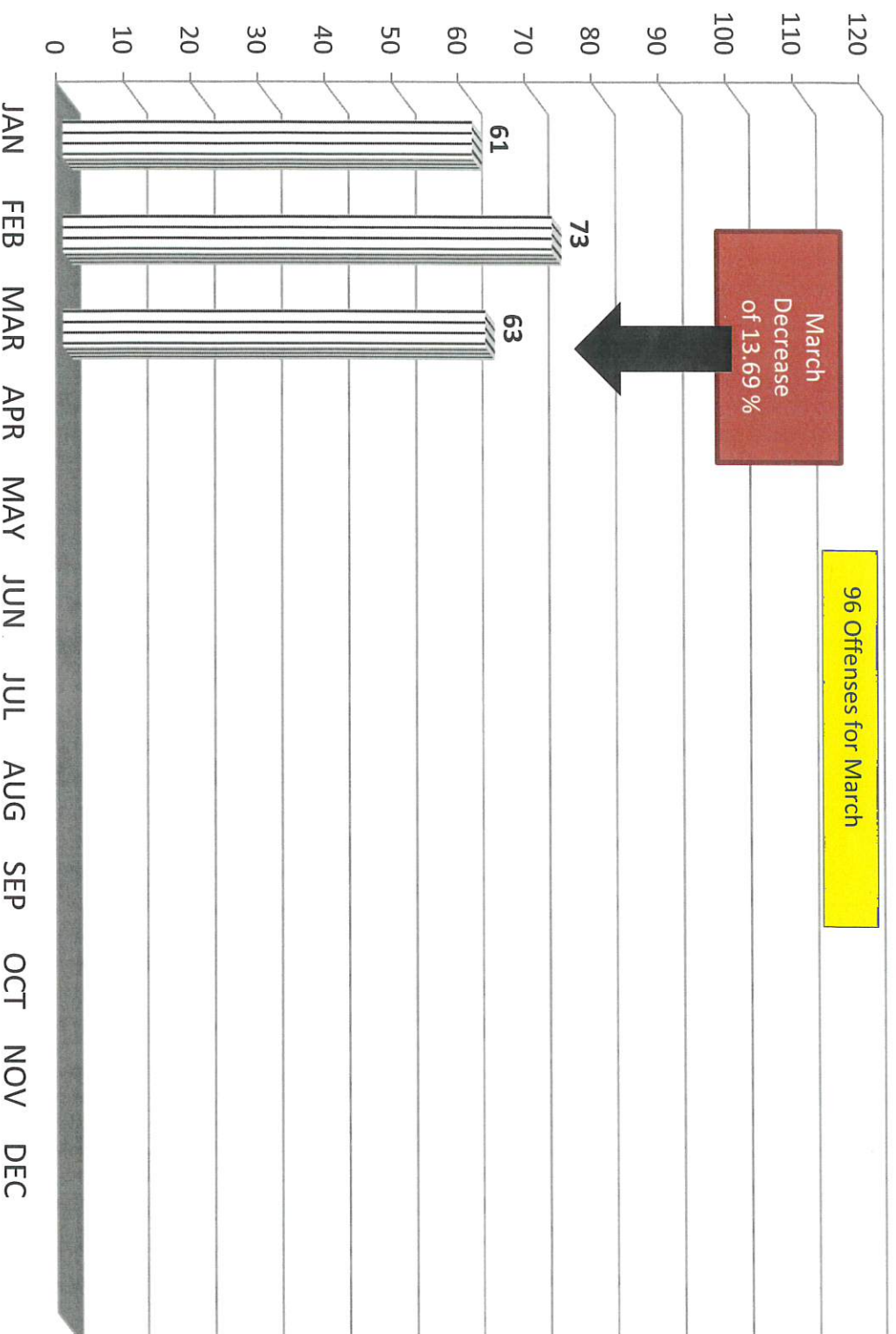
Being no further business before the Commission, Chairman Wood entertained a motion to adjourn.

Commissioner Coope moved the Wolfeboro Police Commission to adjourn at 5:28 PM. Commissioner O'Brien seconded. Being none opposed, the motion passed.

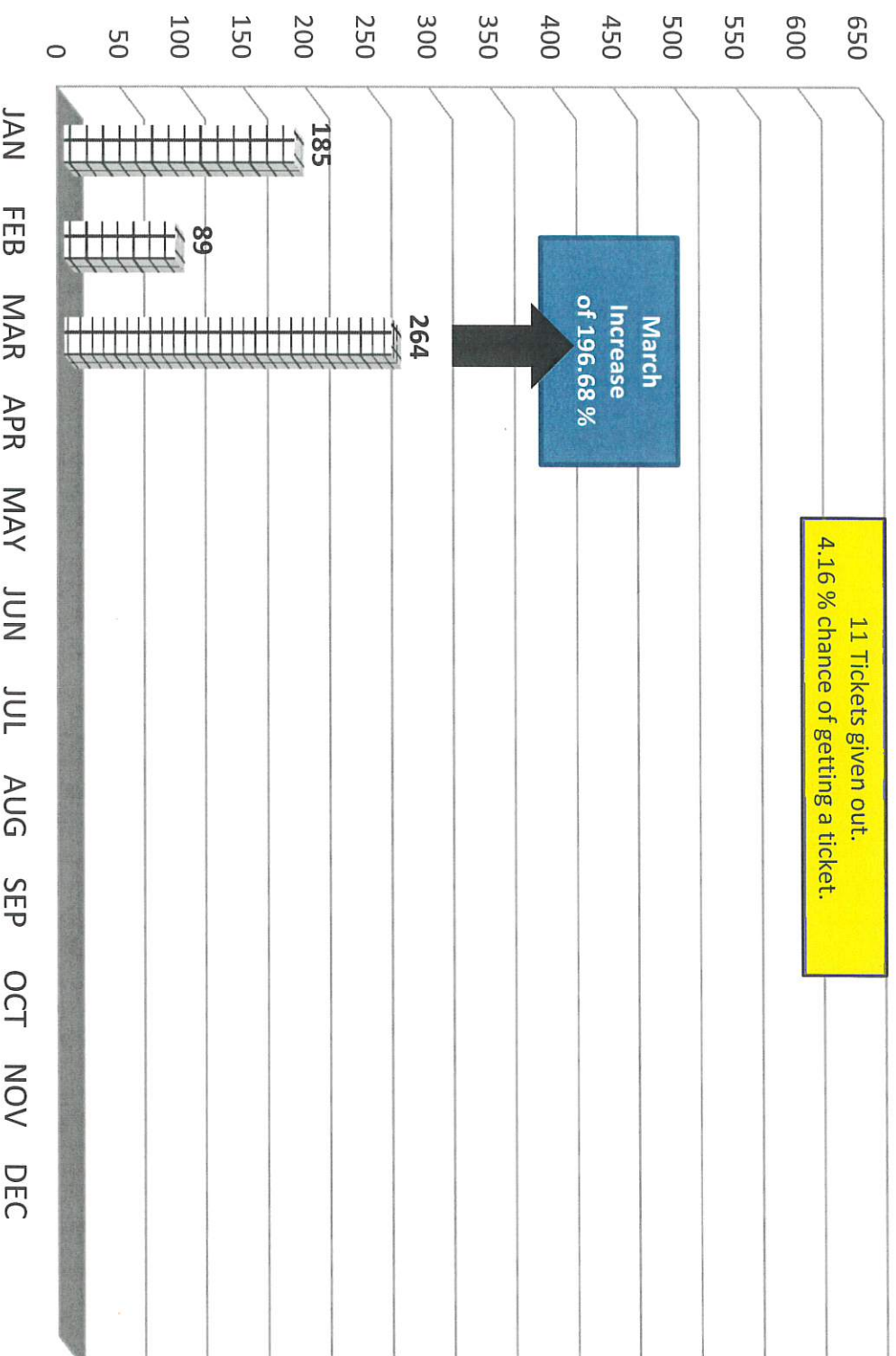
Respectfully submitted,

Sherri Moore

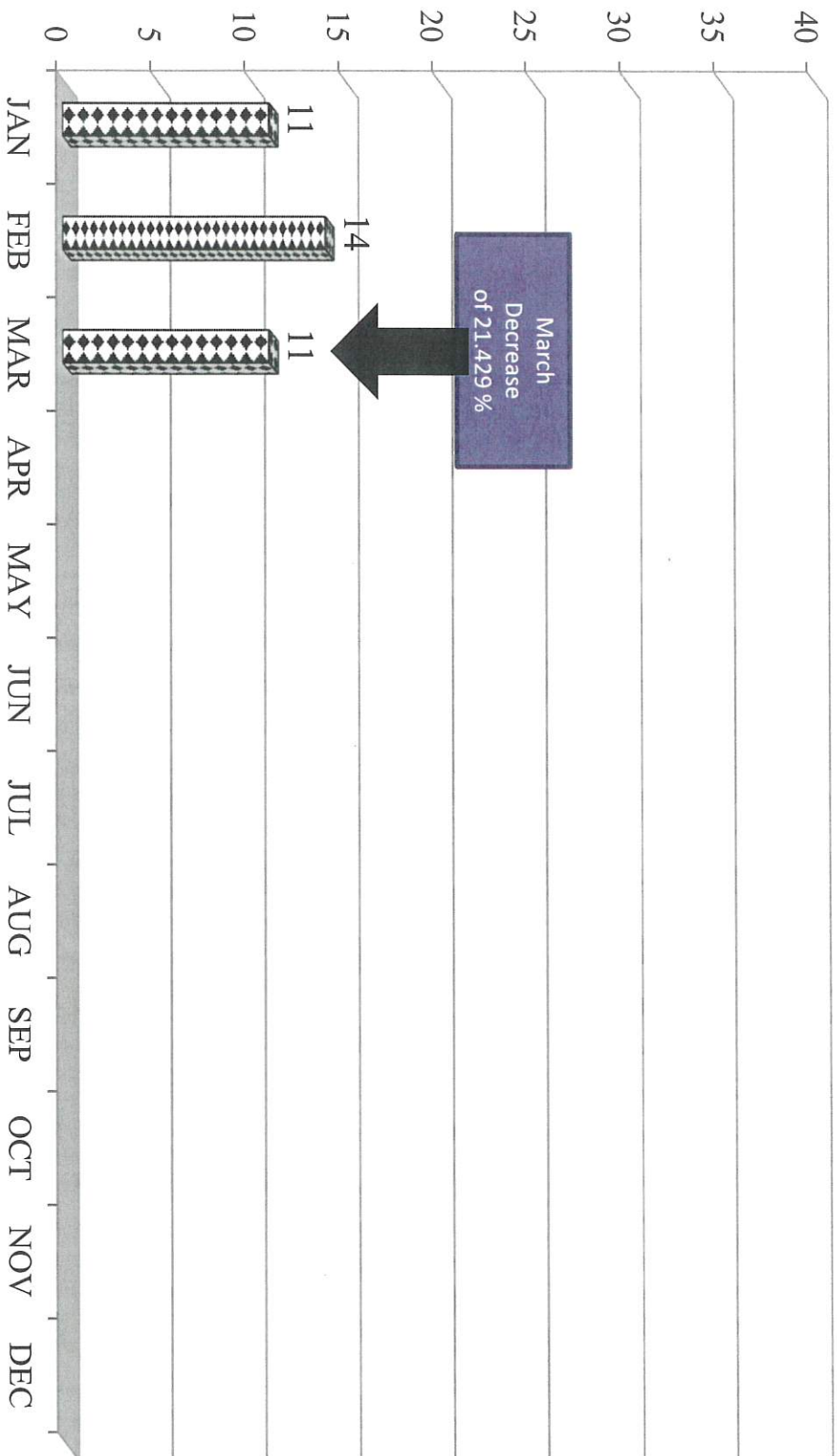
INCIDENTS (CASES) YTD 2023



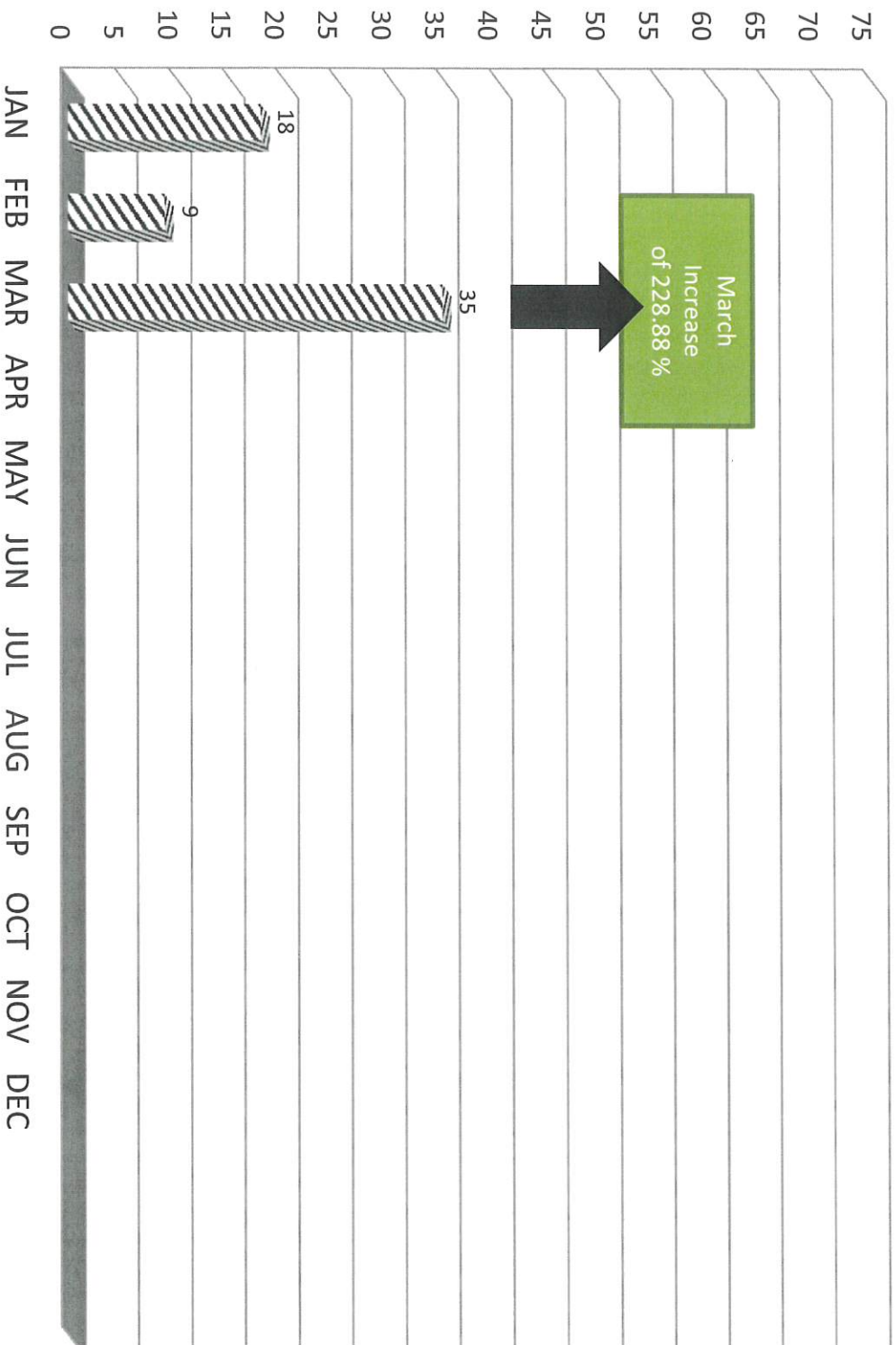
TRAFFIC STOPS YTD 2023



COLLISIONS YTD 2023



ARRESTS YTD 2023



WOLFEBORO POLICE DEPARTMENT SCHOOL RESOURCE OFFICER MARY DEVINE MONTHLY SUMMARY FOR MARCH 2023

March was the seventh month of school for SRO Devine with eighteen (18) days of school and one delayed opening. SRO Devine responded to several incidents in the Kingswood High and Middle School. SRO Devine wrote twenty (20) reports.

High School 8 reports:

SRO Devine took two separate reports on different days regarding students under the influence of drugs. The parents/guardians were called to take custody of them.

SRO Devine took a report of a mutual-combat simple assault which resulted in school discipline.

SRO Devine took a report regarding a student disseminating nude photos of students. The report was false, no further investigation.

SRO Devine took a report of two students disseminating nude photos. The phones were factory re-set with SRO Devine with parental permission.

SRO Devine spoke with a student regarding harassment, school discipline only.

SRO Devine investigated two separate reports of Conduct After an Accident. Information was given to all parties involved and a warning to the two students who left the scene of the accident.

SRO Devine participated in meetings regarding the Kingswood Next Steps Team. The mission of the Kingswood Next Steps Team is to provide intervention and support for identified at risk students to increase overall positive behaviors and academic success.

Middle School 12 reports:

SRO Devine took two reports regarding students in possession of tobacco vapes. All students received school discipline.

SRO Devine spoke with a student regarding poor behavior choices between two students.

SRO Devine took a report regarding a student who encouraged another student to commit suicide. Mental health services were provided, and a strict warning was given to the student.

SRO Devine assisted administration twice on two separate occasions with disorderly students who received school discipline.

SRO Devine took a report of a runaway juvenile which was referred to Juvenile Probation and Parole.

SRO Devine and another officer transported a juvenile to Huggins Hospital for a mental health evaluation.

**WOLFEBORO POLICE DEPARTMENT
SCHOOL RESOURCE OFFICER MARY DEVINE
MONTHLY SUMMARY FOR MARCH 2023**

Children + Adolescent Needs + Strengths

SRO Devine sent a referral to Juvenile Probation for a CANS assessment (a strengths and needs assessment) for a student who assaulted another student. A CANS must be completed prior to charges being filed.

SRO Devine wrote a Juvenile Petition to bring a student forward to court on numerous assault and disorderly conduct charges after a student had randomly assaulted another during afternoon dismissal.

SRO Devine took numerous reports of child abuse that occurred at the Art Center during morning arrival. The investigation is on-going.

SRO Devine took a report of a social media post where a student, out on suspension from a previous incident at the school, may have made a threat to another individual by posting a picture of a firearm with some written words that could be considered a veiled threat or warning. The post was investigated by the FBI and Ossipee PD. That matter resides with those jurisdictions, and the parents for further attention.

SRO Devine attended a donut party after a student who was not completing classwork, completed the classwork. The student had requested a donut party with SRO Devine and a school counselor. SRO Devine ate two glazed donuts!

**WOLFEBORO POLICE DEPARTMENT
SCHOOL RESOURCE OFFICER DEVINE
MONTHLY SUMMARY FOR MARCH 2023**

ACTIVITY	TOTAL	EXPLANATION (Optional)
Accidents	2	
Administrative Contact	Daily	Updates on cases and as information resource
Arrests	1	Juvenile Petition for Assault/Disorderly Conduct
Assist Other Agencies	10+	Patrol/DCYF/Police Departments in KRHS district/JPPPO
Bus Safety	Daily	Visible presence to reduce incidents on buses
Court Appearances	0	
Days away from Campus/Schools	0	
Dispatch Center Contacts	Daily	Utilize dispatch services as needed
Drugs/Alcohol/Tobacco Incidents	2HS/ 2MS	
Investigations/Follow-ups	Daily	To include follow-ups with DCYF and school administration
Motor Vehicle Issues	Daily	Illegal parking/assisting students or employees with vehicles
Parental Contacts	10+ HS/ MS	Assist parents with counseling and illegal activities
Probation/DCYF Contacts	2HS/ 3MS	DCYF/JPPPO
Teacher/Staff Contacts	Daily	Available for questions/concerns/problems
Truancy Incidents	Daily	
Student Contacts	Daily	Answer questions, give aide and advice to students
School Events	0	
School Safety/Security	Daily	Visible presence to reduce incidents in schools
Vandalism to School Property	0	
Warnings/Summonses	2HS/ 3MS	

**WOLFEBORO POLICE DEPARTMENT
SCHOOL RESOURCE OFFICER
CORPORAL JASON F. BOUCHER
MONTHLY SUMMARY FOR FEBRUARY 2023**

Cpl. Boucher was assigned as the School Resource Officer for the Carpenter School and Crescent Lake School during the month of March. Cpl. Boucher covered several days in the KRHS and KRMS while SRO Devine was able to catch up on her investigations and reports. Cpl. Boucher was able to stop by classrooms at CES and CLS to continue on working on building relationships with the students and staff.

Cpl. Boucher continues to assist SRO Devine when needed at the High School, Middle School, and with questions over the phone. Cpl. Boucher has daily meetings with SRO Devine prior to heading out to his schools. Cpl. Boucher and SRO Devine had a monthly meeting with Captain Livie to go over operational activities and SRO needs.

Cpl. Boucher was in court for only 1 day this month. Cpl. Boucher was/is working with our local JPPO with all court matters involving the juveniles in our school district.

Cpl. Boucher continues to sit at the rear of the Art Center building in the mornings to keep an eye on the students arriving in the morning. Cpl. Boucher has been monitoring the area because of complaints about reckless driving, speed, and parking issues. This action by Cpl. Boucher seems to have slowed the complaints about student drivers. Cpl. Boucher located 3 uninspected motor vehicles and failure to display validation stickers that were brought to the students' attention to get fixed. This will continue to happen throughout the rest of the school year.

Cpl. Boucher taught CRASE to Middleton Elementary School. This was the last school to complete the training. The hands on training that was scheduled for March 14th, was canceled due to a snow day. Cpl. Boucher worked with the Superintendent of Schools to reschedule for June 21st.

Cpl. Boucher attended a School Safety Training class in Concord, NH

Cpl. Boucher handled Crescent Lake School 2 incidents, KRMS 2 incidents, and KRHS had 3 incidents and 1 arrest.

WOLFEBORO POLICE DEPARTMENT
SCHOOL RESOURCE OFFICER CORPORAL JASON F. BOUCHER'S
MONTHLY SUMMARY FOR MARCH 2023

ACTIVITY/INCIDENT	LOCATION School?	TOTAL	EXPLANATION
Accidents		0	
Administrative Contacts	CES/CLS/KRHS/KRMS	Daily	Interaction with Administration everyday
Arrests	KRHS	1	Intoxication, Poss. Of Tobacco on person and School Grounds, and Resisting Arrest
Assist Other Agencies	KRMS	Weekly	JPPO/Transported Juv. To court at JPPO's request. Plus, weekly calls and questions about Juv. And cases.
Bus Safety		Daily	Monitor morning drop offs.
School Crossing		Daily	Carpenter School Morning Crossing
Court	KRMS/Case	1	Covered 1 day in court
Dispatch Contacts		Daily	Throughout the day
Drugs/Alcohol/Tobacco Incidents	KRHS/KRMS	3	1 intoxicated male with tobacco KRHS/ --1 under influence of THC female KRHS/ -- investigated a reported underage party out of town.
Investigations/Follow-ups	CLS/KRMS/KRHS	7	I investigated 7 cases this month in the 3 listed schools. I also sat in and assisted on several more with SRO Devine.
Motor Vehicle	KRHS	Daily	Daily sit in rear parking lot behind Art Center to keep an eye on student arrival. Found 3 uninspected vehicles and failure to display validation stickers.
Parental Contacts		3	Cases
Criminal Mischief		0	
Fights/Assaults		0	
Disturbances/Unruly		0	

Training		1	Safe School Training
Probation Contacts		0	
DCYF Contacts		0	
Teacher Contacts		Daily	Interacting and stopping by classes
Truancy		0	
Student Contacts		Daily	Stopping by classes and lunch time
School Events		0	
School Safety Incidents		0	
School Security		Daily	Checking doors, hallways, and cameras
Warnings	KRHS	3	Uninspected Motor Vehicles and Failure to Display Validation Stickers.
Summonses		0	
Evidence Return		0	
Weapon Return		0	
Incidents Report #'s	CES	0	
	CLS	2	
	KRMS	2	
	KRHS	3	

Monthly Activity for March 2023

In March, Detective Emerson was assigned 13 new cases and assisted in covering Patrol for extra shifts. (Overtime) During these overtime shifts, Detective Emerson made multiple motor vehicle stops during the month, assisted in a motor vehicle crash, served court paperwork, and attempted to locate a wanted person, who was thought to be somewhere in Wolfeboro. Detective Emerson assisted and made several arrests during his shifts, including driving under the influence, which came from a motor vehicle stop.

Detective Emerson worked with DCYF for an Endangering the Welfare of a Child case.

Detective Emerson worked with the Bureau of Elderly Services for two separate reports of Self-neglect where it was believed that the victims were being scammed for money. One of those investigations revealed that one victim had been scammed for almost \$30,000. That investigation is still ongoing.

Detective Emerson continues to investigate two (2) sexual assaults reported last month.

Detective Emerson, as an important part of the Internet Crimes Against Children (ICAC) Task Force, assisted them with interviews/interrogations and search warrants in Londonderry, Plaistow, and Barnstead.

Partnership with the ICAC Task Force
Of all the "Task Forces" in this state, the ICAC Task Force is an important partnership, as it fights those who are harming and attempting to harm the children in this world. Detective Emerson is requested to assist with his interview and interrogation skills, which are unique and specific for interrogating a potential child sexual predator.

The New Hampshire ICAC Task Force receives approximately two hundred (200) Cybertips a month and executes, on average, four (4) search warrants and arrest warrants a week. That staggering number is only growing, and participation from the small number of ICAC-affiliated towns, such as Wolfeboro, is paramount for success. These partnerships have helped the ICAC task force be successful and effective.

During March, Detective Emerson continued to purge and organize the Gun Evidence Closet. That task has proven to be highly time-consuming but a task that is very much needed.

With the guidance of Lt. Maloney, Detective Emerson, has approached Officers who are inundated with Patrol calls and tasks due to staffing.

Detective Emerson has taken cases from them to help lighten their workload, allowing them to be out on the roadways of Wolfeboro to perform their primary function of Patrol.

Cases Assigned/Investigated/Assisted With

1-ENDANGERING THE WELFARE OF A CHILD

1-DWI- ARREST

2-DISORDERLY- TWO (2) ARREST

3-ICAC

2-ELDERLY SERVICES FOR SELF-NEGLECT/SCAM

1-CRIMINAL MISCH
1-CRIMINAL THREATENING
1-RESTRAINING ORDER VIOLATION
1-COURT PAPERWORK SERVICE

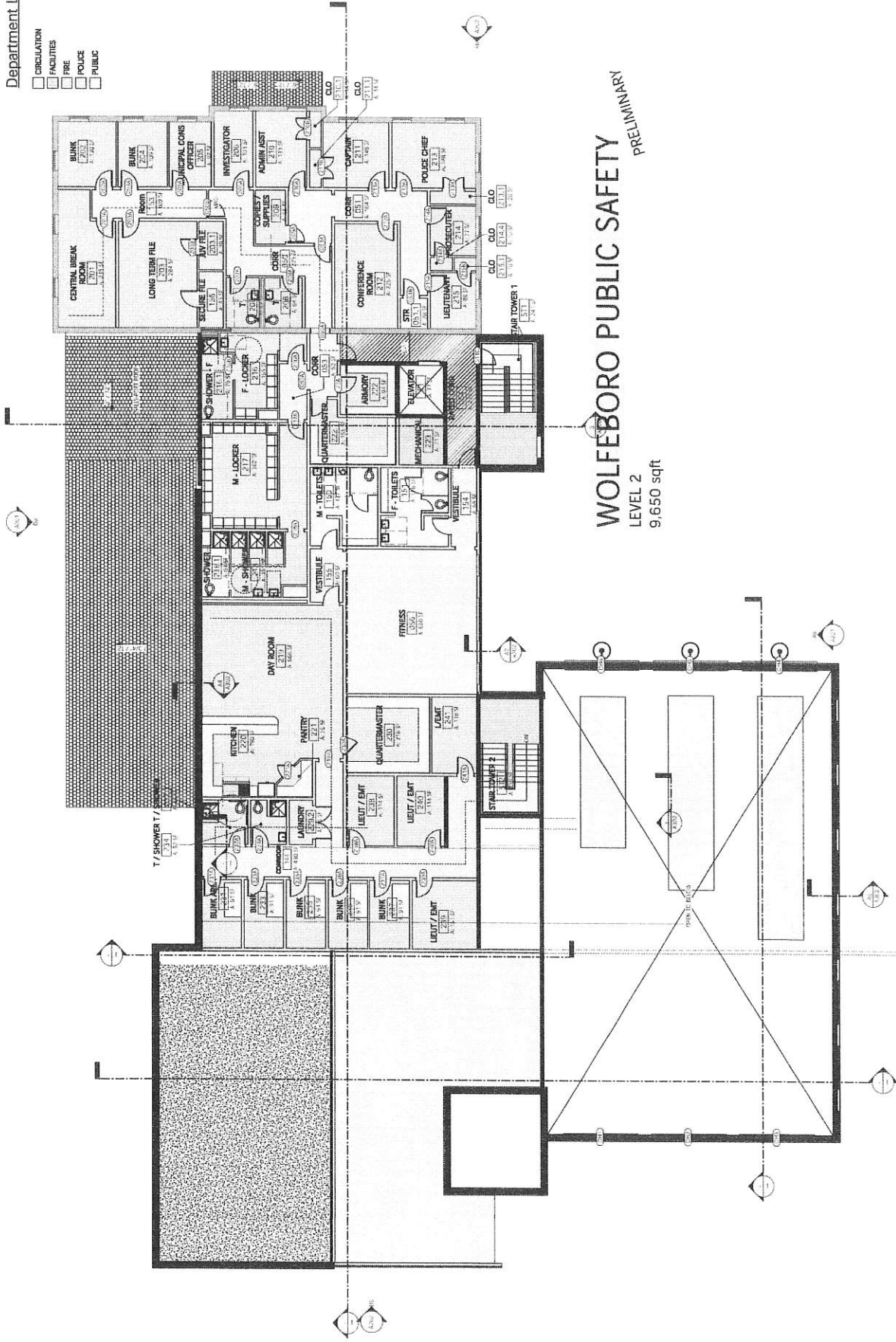
Percentage of cases closed this month 92%

Percentage of new cases closed by arrest during the month 24%

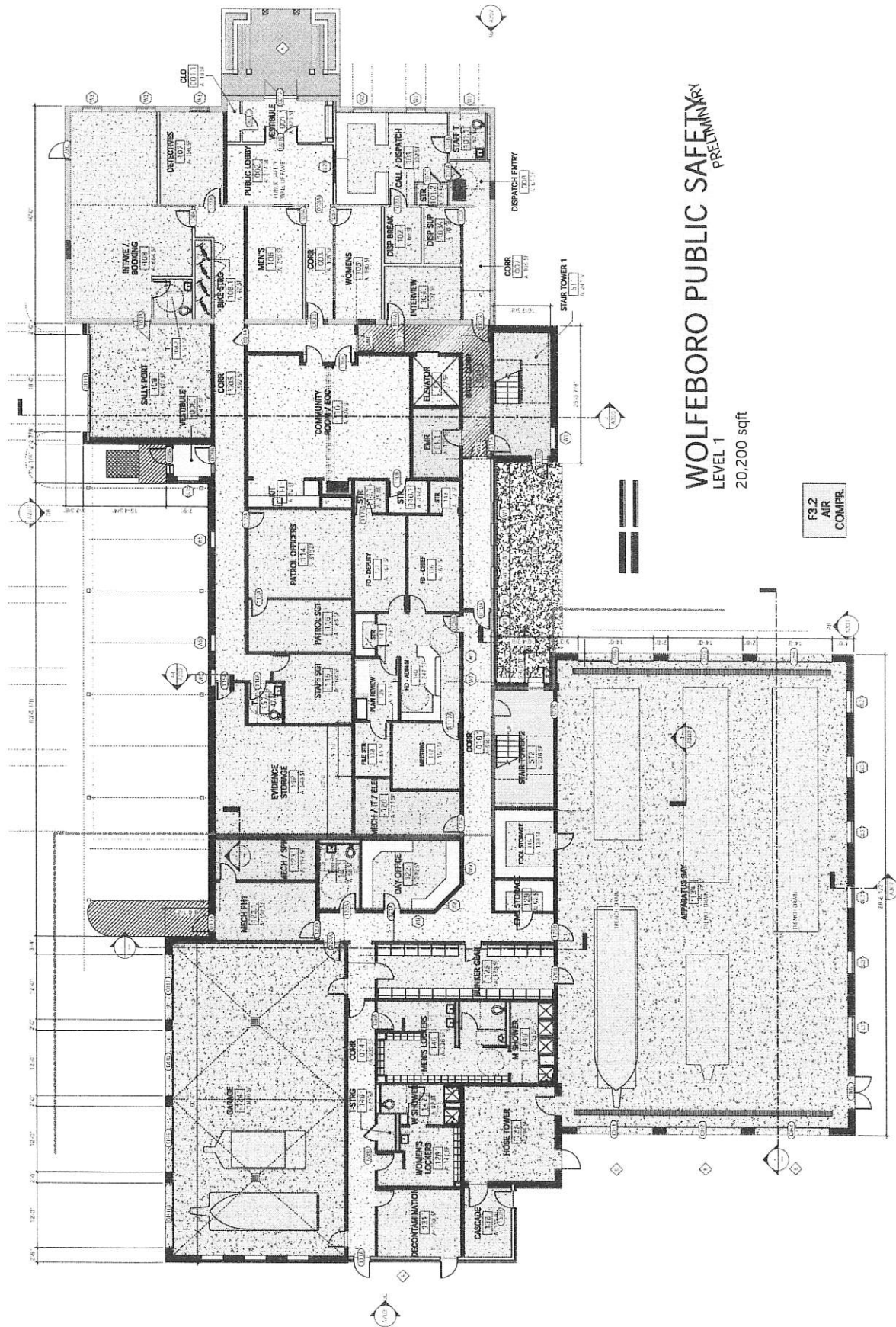
Percentage of entire caseload closed 92%

Department Legend

- ☐ CIRCULATION
- ☐ FACILITIES
- ☐ FIRE
- ☐ POLICE
- ☐ PUBLIC



WOLFBORO PUBLIC SAFETY
LEVEL 2
9,650 sqft



WOLFEBORO PUBLIC SAFETY

LEVEL 1

20,200 sqft

F3.2
AIR
COMPL

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000742 + 2.00 2.52.00
+ 0.001 198-00107

FOR THE JOURNAL OF THE
ROYAL SOCIETY OF MEDICINE
22, BEDFORD SQUARE, LONDON, W.C.1
AND 1, ADELPHI WING, LONDON, W.C.2
AND 1, ADELPHI WING, LONDON, W.C.2

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TO: Wolfeboro Police Commission

FROM: Mark Livie
Captain

SUBJ: Officer in charge Items (March 2023) for 20 April 2023 Wolfeboro Police
Commission meeting

DATE: 17 April 2023

Non- Public: One item for non-public personal

GENERAL BUDGET ITEMS: The Lt and I continue to cover the dayshift hours to keep the overtime level down before coming into the summer months. Looking at the budget overview from April 17, 2023, the overall budget is currently projected to be overspent by 0.39% showing 27.31% as we should be at 26.92% (Week 14) on the FY 23 budget. The PD is slightly overspent at 27.01 %, which is .093%. Dispatch, however, is still overspent at 1.79%. MCO is underspent by 4.74%.

This is due to shift coverage issues, and the 1 January 2023 pullout of funds for the FY 22 budget, and annual payments going out in January and February.

Fuel for March came in at \$2.70. The department used 643.62 gallons with a monthly cost of \$1,743.57. Gallon's use was up from last month by 20.61, but down in overall money spent by \$53.19 from last month.

Budget Analysis: As of April 17, 2023 Prepared by Captain mark Live

Budget Overview					
Police Budget					
Payroll Week 14	26.92%				
Cluster of Five	%	Under/over	Balance	Change	
Hourly Wage	25.61%	1.32%	\$ 10,615.88	\$ (121.09)	↓
Part-Time	30.08%	-3.16%	\$ (4,250.96)	\$ (575.03)	↓
Overtime	34.84%	-7.92%	\$ (11,335.68)	\$ 1,334.70	↓
Social Security	27.62%	-0.69%	\$ (224.85)	\$ -	↓
Retirement	26.63%	0.29%	\$ 1,234.52	\$ 651.08	↑
Total			\$ (3,961.09)	\$ 1,289.66	↑
PD Budget	27.01%	0.93%	\$ (1,896.14)	\$ (2,650.34)	↓
Dispatch Budget					
Hourly Wages	27.32%	0.40%	\$ (1,132.98)	\$ (309.77)	↓
Part-time	13.69%	13.23%	\$ 5,996.29	\$ 557.89	↓
Overtime	28.86%	-1.94%	\$ (563.95)	\$ 252.47	↓
Social Security	23.20%	3.72%	\$ 1,118.22	\$ 101.39	↑
Retirement	26.40%	0.05%	\$ 251.32	\$ 34.05	↑
Total			\$ 5,668.90	\$ 636.03	↑
Dispatch Budget	28.71%	-1.79%	\$ (9,415.04)	\$ 950.43	↑
Animal Control	22.18%	4.74%	\$ 1,268.89	\$ 88.37	↑
Total All Three budgets	27.31%	0.39%	\$ (10,052.09)	\$ (1,243.56)	↓

PERSONNEL: Officer Dustin returned to the academy on March 27 and is attending the 191 class. He had picked up at week 5 where he left off and is doing well.

Training:

Police:

Officer Peaslee - SWAT Training
SRO Devine School Crisis Management
CPL Boucher School Crisis Management
Captain Livie School Crisis Management
Sgt. Beaulieu – FBI Leeda Supervisor Class
Corporal Shanks – UNH
Corporal LaRochelle – PT instructor school
Corporal LaRochelle – Primex – Supervisor School

Dispatch: NSTR

We are looking at sending two dispatchers to the instructor's School. We will develop a training plan -inhouse with new topics, procedures, and a review of incidents.

Municipal Conservation Officer:

Officer Calligandes continues to respond to calls regarding various animal issues and continues her work in dispatch covering shifts.

In terms of Police investigations, prosecutions, and operations, the month of March was busy. This past month saw 12 defendants respond to 12 charges. Of those, 11 were found or pleaded guilty, 1 was placed on file for one year, and good behavior plus other requirements such as not being at a residence. The conviction rates this month was 100 percent, with \$3,824.00 dollars in fines, penalties and restitutions meted out by the courts.

Safety and Security matters: March was busy with 35 arrests, many coming from motor vehicle stops. (DUI, Drugs, Negligent Driving, Reckless Operation) What we did see is crashes decreased by 21%. Our patrol is visible on the roadway, conducting motor vehicle stops and educating our operators.

Public Safety building: I continue to work with the Town Manager, Fire Chief, and Deputy Chief in the Public Safety building. We are finalizing a few items with the building and should have the final building drawings soon. As you may see, we are trying to reduce the corridor size on the first floor of the PD by switching the evidence

room, patrol room, Sgt room, and Staff Sgt. room. As mentioned still working on size and flow. (See attached floor Plans)

OUTREACH AND MATTERS OF INTEREST:

We are still engaged in a wide variety of public engagements, and busy with Town of Wolfeboro committee programs.

Safety Tip of the Month: Motorcycles, be on the watch, and take a second look left and right before you enter the roadways.

Lastly, if you have too much to drink and can't figure out a safe way to get home, call the PD and we will figure out something for you, so you don't hurt yourself or someone else. Our Dispatch number is: (603) 569-1444-thank you in advance!