

**Wolfeboro Police Commission
Meeting Minutes
June 15, 2023**

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

Staff present: Chief Stu Chase, Captain Mark Livie, 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 May 18, 2023, minutes as presented.

Commissioner O'Brien moved the Wolfeboro Police Commission to accept the May 18, 2023, public minutes as presented. Commissioner Coope seconded. Members voted, all in favor, the motion passed.

Chairman Wood re-introduced Chief Chase.

Activity Reports

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

Incidents: He reported 48 incidents, an increase from the previous month.

Offenses by month: He reported 69 offenses for the month.

Arrest status report: He reported an increase in arrests from the previous month, for a total of 23.

Collisions report: He reported 8 collisions in May.

Traffic stops report: He reported 187 traffic stops, a decrease from last month, and 15 tickets were issued out of those stops. The Department has started pulling Highway Safety Grants so we should see an increase in these numbers in June due to the grants.

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: N/A

Chief's Items

Chief Chase shared that he is looking forward to the next year ahead. He shared his work history, leadership style, and discussed his open-door policy. He then reviewed his activity for the last month...he read his report into minutes. See attached.

Commissioner O'Brien inquired about NH State Police having a police boat parked at the town docks.

Captain Livie responded yes, and it will help with operations. As well as it will alleviate the Fire Department from having to come out to some of the calls.

Captain's Items

Captain Livie shared information about the July 4th parade and fireworks. There will be no parking along the parade route starting at 7:00 am. The parade route will be closed at 9:00 am. People will have to use different routes to get into town.

Captain Livie read the monthly report. The Captain also included budget information with his report. Report and slides attached.

Questions from the Press

None

Lieutenant's Items

None

Commissioner's Items

Chairman Wood re-introduced Chief Chase.

Chairman Wood shared that the next Police Commission Meeting will be held on the fourth Thursday in July instead of the normal third Thursday of the month. The date of the next meeting is Thursday, July 27, 2023, and it will be in the Bradley Room at the Wolfeboro Public Library. The meeting will begin at 2:30 pm and go into straight into non-public session, public session to follow at the normal time of 4:00 pm.

Budget Committee's Representative

Budget Committee member, Matt Plache was in attendance and wanted to speak about the second School Resource Officer position and how it was controversial. A question that has continued to come up is why is Wolfeboro covering 50% of the cost? He is interested in the school paying more than 50%...he thinks this will be a topic of conversation again with the Budget Committee.

Chairman Wood responded that that is a tough question to answer. Probably going to take getting with the school board to get it answered based on the allotment from the different communities at the schools. However, the officer will be going back into the rotation during summer months and that would benefit the Town.

Board of Selectmen's Representative

Brian Deshaies shared some new items going on with the Town, such as: the Town will have a solar array, and the Selectmen toured the Town buildings to see what buildings would be best for solar power; the Town is working on having the Abenaki trails properly named and adding signage; He also shared attended he attended a wonderful Heritage event. He then went on to thank the officers for listening to all the complaints. He also has gotten complaints, one being about the handicap spots downtown.

Captain Livie offered information about two different plans being in place to fix the issue with the handicap spots. The Town is just waiting to hear from the Friends of Cate Park.

Brian Deshaies shared that the last item he wanted to discuss was the deer that was struck by a car. He reviewed what he witnessed and assessed the deer. He feels like the deer was trying to erect himself. The officer at the scene felt that the deer should be put down. He went on to suggest that he would like to see the Commission look at the procedure (*for putting down an animal*) and put a policy into place.

Chairman Wood shared that he will take it under advisement. What the officer did was standard operating procedure. The Chairman went on to share about a situation he was involved in/witnessed with an animal being struck.

Brian Deshaies shared that he got a suggestion from a parent that having another officer there to direct traffic would be helpful. He then went on to share another story related to injured animals. He feels that there should be two officers present at a situation like this.

Chairman Wood reiterated that they would take it under advisement.

Public Comment

Bernie Wilensky shared that he noticed a handicap parking spot did not have a sign (only signified by the paint on the ground).

Chief Chase told him that they will check that out.

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 4:59 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 5:24 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. Chairman Wood seconded. Roll Call vote: Bob O'Brien – yes, Steve Wood – yes, and Shawn Coope-yes, the motion passed.

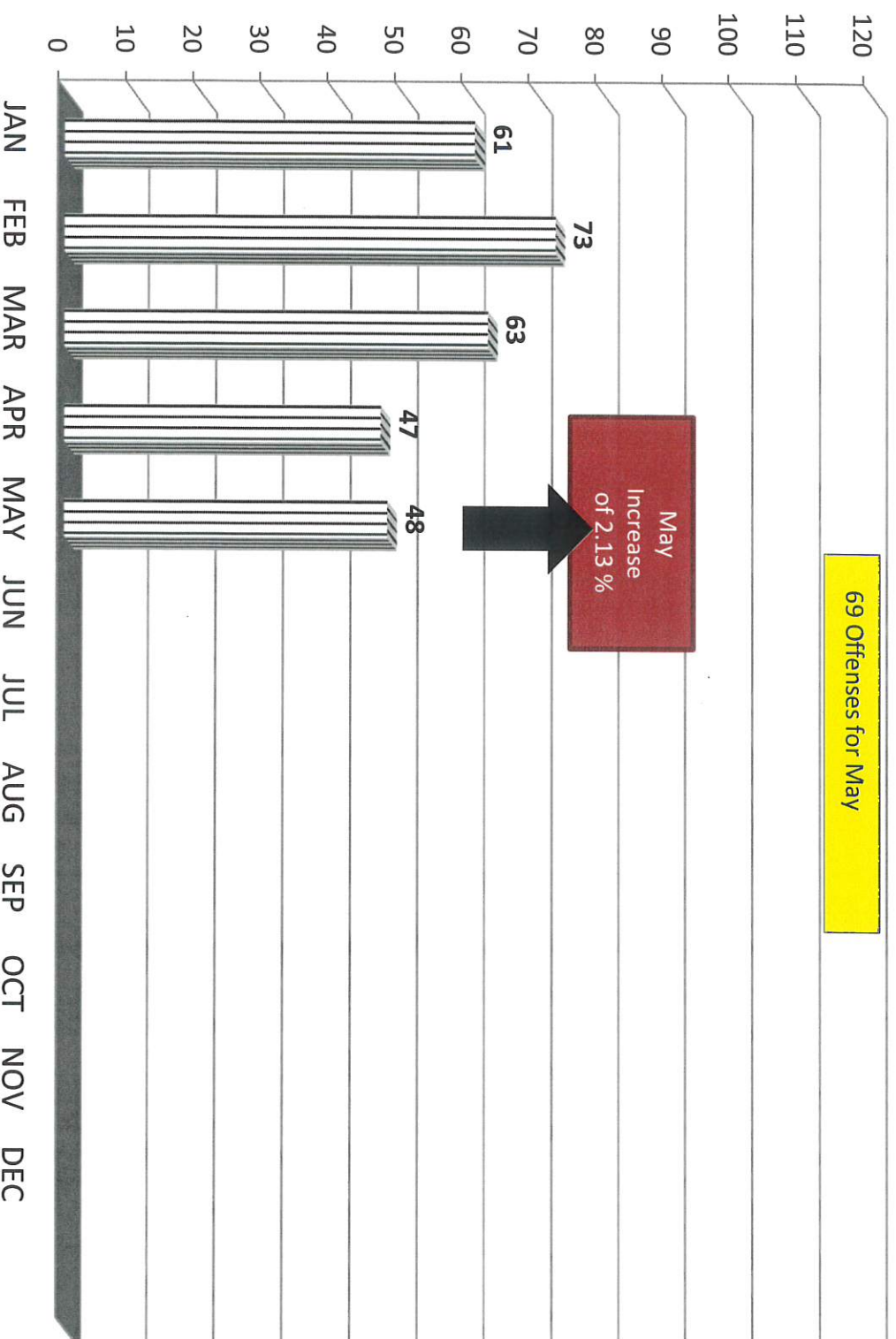
Being no further business before the Commission, Chairman Wood entertained a motion to adjourn.

Commissioner O'Brien moved the Wolfeboro Police Commission to adjourn at 5:24 PM. Commissioner Coope seconded. Being none opposed, the motion passed.

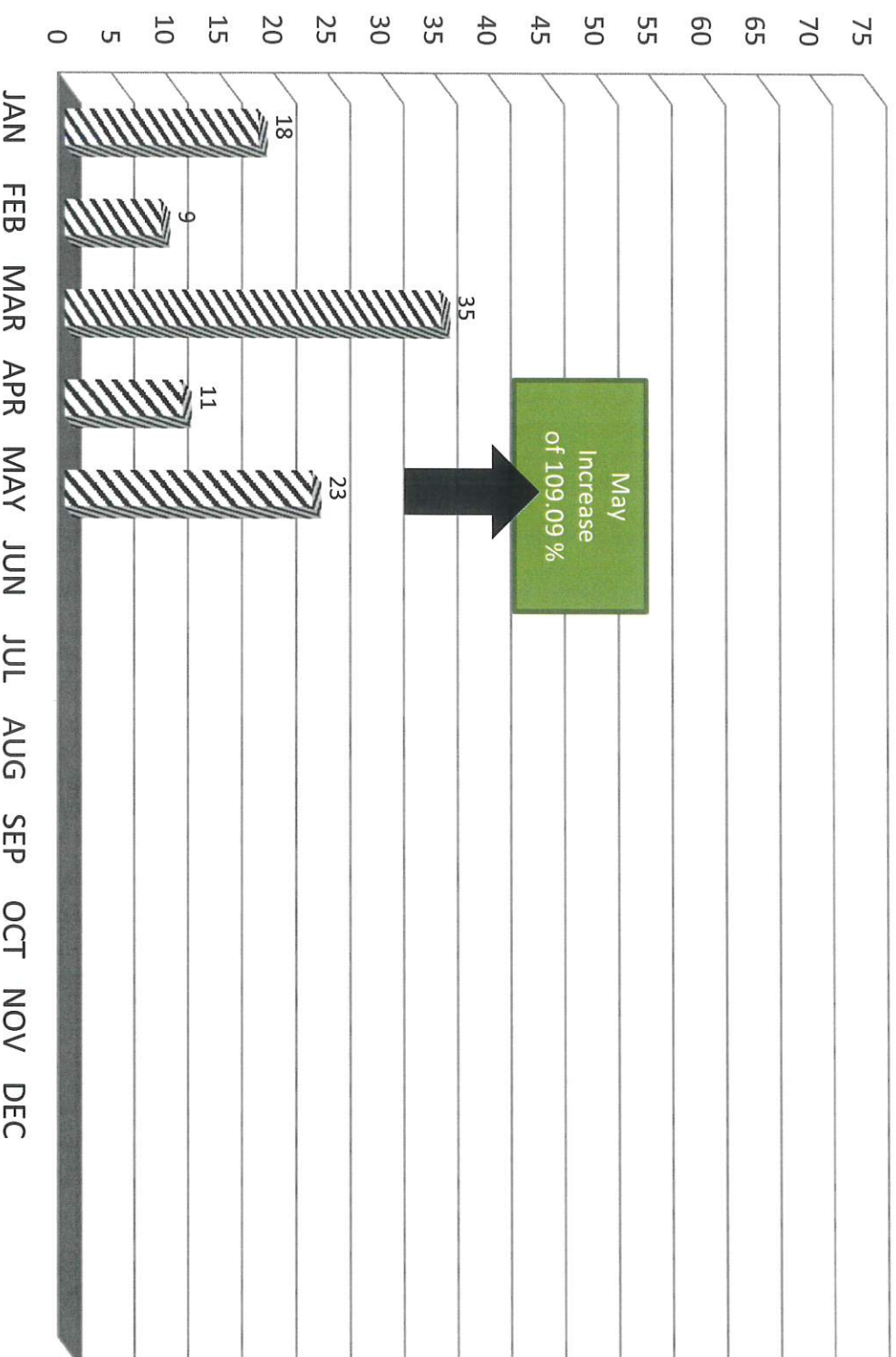
Respectfully submitted,

Sherri Moore

INCIDENTS (CASES) YTD 2023

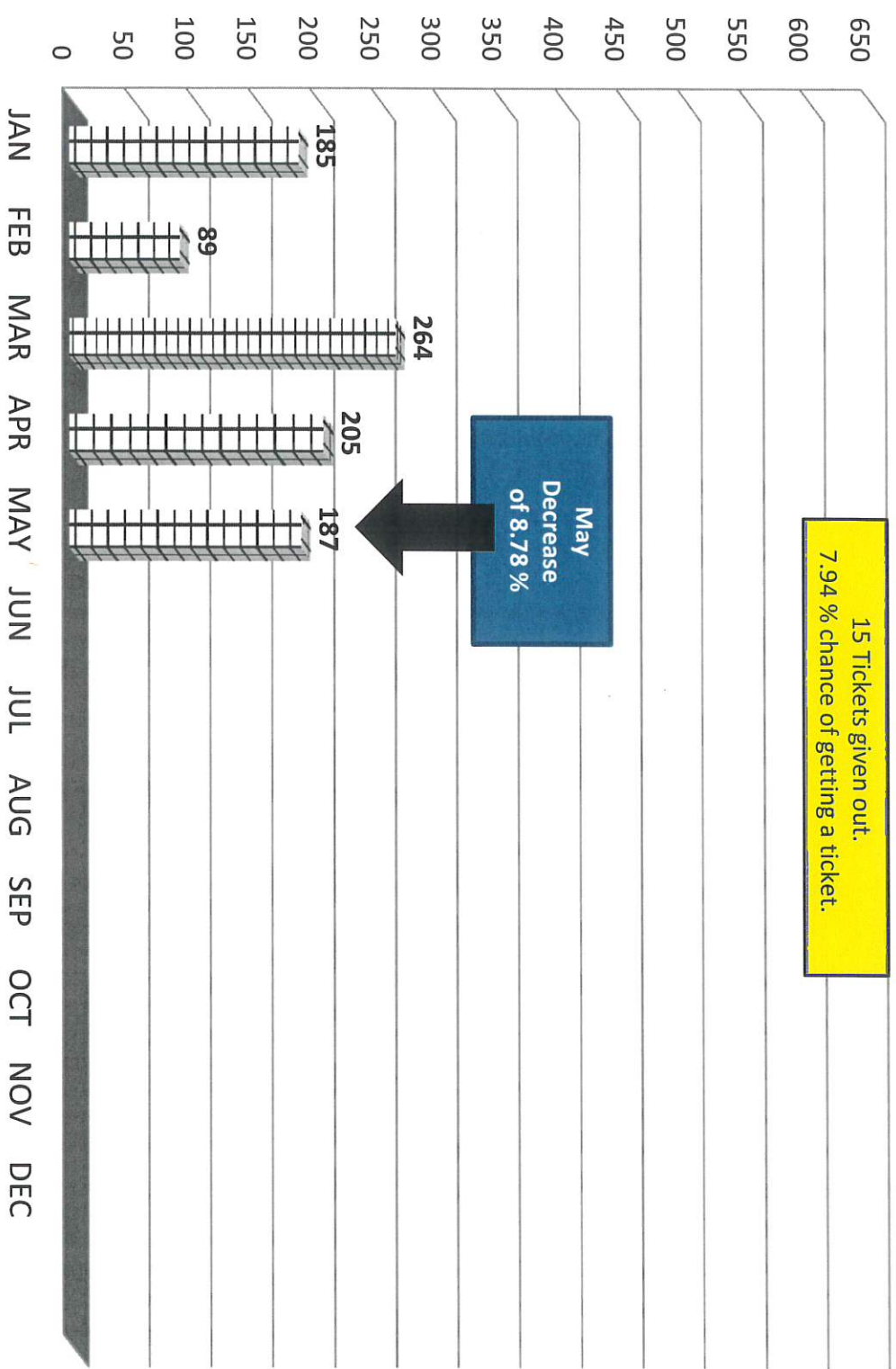


ARRESTS YTD 2023

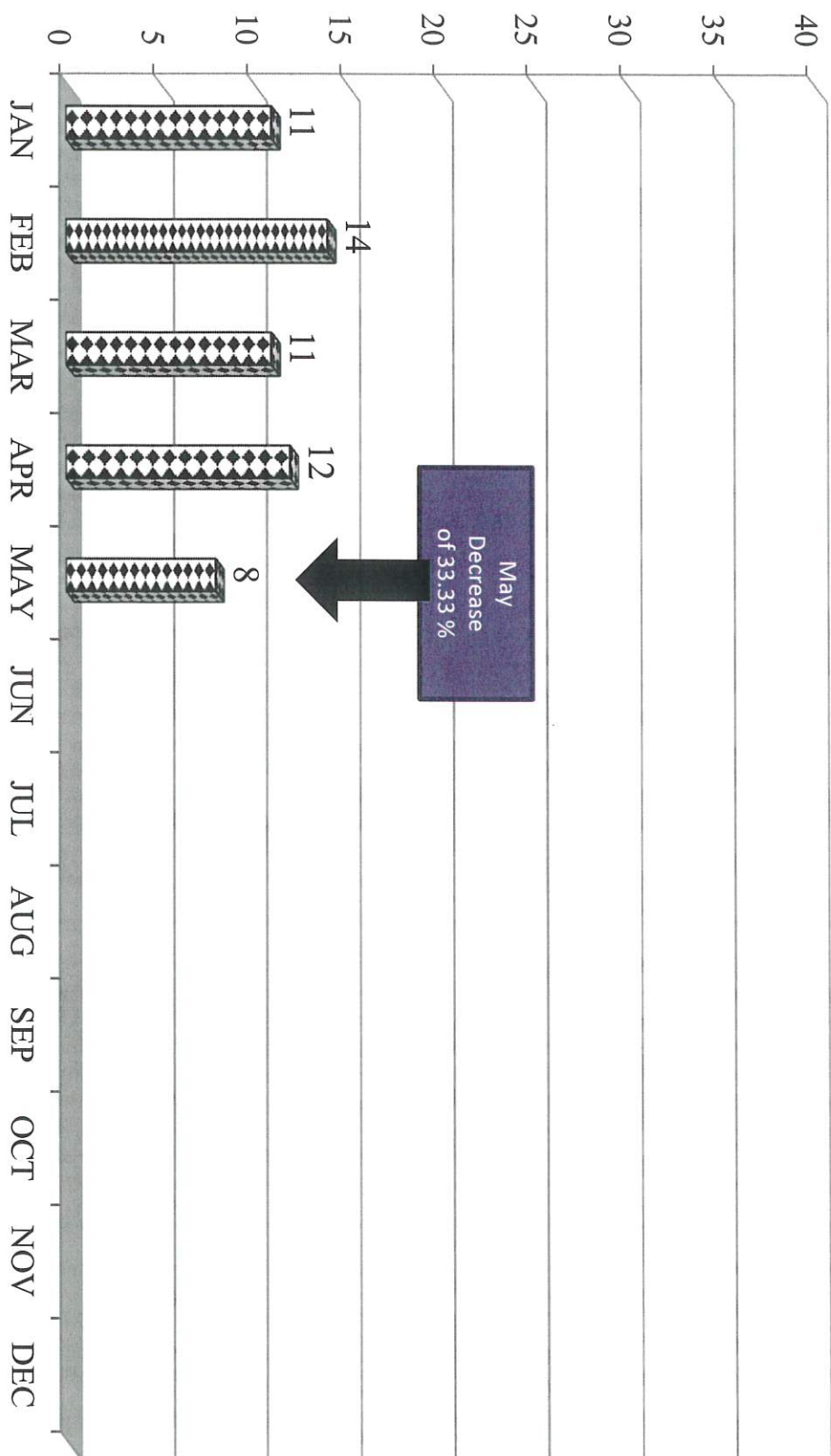


\$2008.80

TRAFFIC STOPS YTD 2023



COLLISIONS YTD 2023





Wolfeboro Police Department

Personnel Analysis Reports

05/01/2023 - 05/31/2023

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Printed: 06/02/2023

Beaulieu, Jared
Boucher, Jacob
Devine, Mary
DUSTIN, CHRISTOPHER
Emerson, Shane
LaRochelle, Eric
Livie, Mark
Lyons, Mia
MALONEY, GUY M
Peaslee, Joshua
Shanks, Joseph
Spera, Patrick
Strauch, Michael

TOTALS

<u>Incidents</u>	<u>Asst</u>	<u>Inc</u>	<u>Detective</u>	<u>Arrests</u>	<u>Asst</u>	<u>Arr</u>	<u>Booking</u>	<u>Orders</u>	<u>Citations</u>	<u>Accidents</u>	<u>Asst</u>	<u>Acc.</u>	<u>Park Tks</u>	<u>Field</u>	<u>Int</u>	<u>Asst</u>	<u>FI</u>	<u>Warrants</u>
4	2	0	0	1	3	1	0	0	23	0	0	0	0	0	0	0	0	0
2	0	0	0	0	1	0	1	1	13	2	0	0	0	0	0	0	0	0
14	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	6	0	0	0	0	0	0	0	0	0
1	1	0	0	1	1	1	0	0	27	1	0	0	3	0	0	0	0	0
7	2	0	0	9	1	9	0	0	7	0	0	0	0	0	0	0	0	0
5	0	0	0	2	1	2	0	0	1	3	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
4	0	0	0	1	0	1	0	0	1	1	0	0	0	0	0	0	0	0
5	1	0	0	1	0	1	0	0	15	0	0	0	0	0	0	0	0	0
1	0	0	0	8	2	8	0	0	62	0	0	0	0	0	0	0	0	0
3	0	0	0	0	1	0	0	0	19	1	0	0	2	0	0	0	0	0
2	1	0	0	0	3	0	0	0	14	0	0	0	1	0	0	0	0	0

48 9 0 23 14 23 1 189 8 0 6 0 0 0 0

Budget Overview									
Police Budget									
Payroll Week 22	42.31%								
Cluster of Five	%	Under/over		Balance		Change			
Hourly Wage	37.78%	4.53%	\$	39,717.95	\$	1,498.63			
Part-Time	46.73%	-4.42%	\$	(5,937.10)	\$	(392.32)			
Overtime	48.43%	-6.12%	\$	(8,754.96)	\$	(2,088.60)			
Social Security	43.10%	-0.79%	\$	(269.63)	\$	(194.61)			
Retirement	42.27%	0.04%	\$	196.22	\$	196.38			
Total			\$	24,952.48	\$	(980.52)			
PD Budget	42.57%	0.26%	\$	(5,600.58)	\$	(3,583.51)			
Dispatch Budget									
Hourly Wages	42.18%	.0127	\$	(376.79)	\$	344.17			
Part-time	22.33%	19.98%	\$	9,054.93	\$	639.01			
Overtime	51.85%	-9.54%	\$	(2,775.29)	\$	(1,155.26)			
Social Security	37.12%	5.19%	\$	1,609.53	\$	(184.00)			
Retirement	41.98%	165.28%	\$	165.28	\$	(465.08)			
Total			\$	7,677.66	\$	(821.16)			
Dispatch Budget	42.79%	0.48%	\$	(2,568.24)	\$	1,757.22			
Animal Control	36.50%	5.81%	\$	1,554.90	\$	(335.43)			
Total All Three budgets	42.55%	0.13%	\$	(3,574.56)	\$	(5,416.00)			

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

Cpl. Boucher was assigned as the School Resource Officer for the Carpenter School and Crescent Lake School during the month of May. Cpl. Boucher was away from the schools for 2 training days in Concord for Homeland Security/Emergency Operation Plans. Kingswood Middle School and High School also attended this training with me.

Cpl. Boucher was present at Carpenter Elementary School and Crescent Lake School during the month of May. He spent most of his time at Crescent Lake during the month, because of the end of year and students acting out. The 6th grade class has been quite a handle full of the past several months, so my presents have been requested often. With that being said, Cpl. Boucher has been assisting with recess and lunch duties. This allows him to learn the students' names, which provides a first name and a connection.

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.

There was a bus incident with the Crescent Lake students that a parent wanted to have me handle but Cpl. Boucher learned this was not a police matter. Cpl. Boucher spoke with the principal who agreed it was his issue to handle.

Cpl. Boucher assisted with traffic for Crescent Lake School walk and bike to school day.

Cpl. Boucher had a welfare check for a Crescent Lake Student and found she was with her mother in Manchester but forgot to call her out for the day.

Cpl. Boucher met with Carpenter Elementary School's new principal.

Cpl. Boucher was also assigned to work with Huggins Hospital Administration to set up Active Shooter/Active Event.

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

May was the ninth month of school for SRO Devine with twenty-two (22) days of school. SRO Devine responded to several incidents in the Kingswood High and Middle School. SRO Devine wrote twelve (12) reports.

High School 10 reports:

SRO Devine took a report of criminal threatening which resulted in school discipline and a referral to Juvenile Probation and Parole for a CANS Assessment, (a strengths and needs assessment). A CANS must be completed prior to charges being filed.

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

SRO Devine investigated a report that a student had used a racial slur numerous times purposely directed towards others who were offended by the racial slur. SRO Devine is still investigating with the assistance of Cpl. Jason Boucher.

SRO Devine took a report of an assault that occurred in another jurisdiction. The report was forwarded to the police department that has jurisdiction.

SRO Devine took a report of violation of privacy. The investigation is ongoing, and Cpl. Jason Boucher is assisting.

SRO Devine assisted the Wolfeboro Police Department in locating a juvenile who had run away and was also missing from school with another student.

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 2 reports:

SRO Devine assisted administration and staff for safety and security by enhancing law enforcement presence with the assistance of the Wolfeboro Police Department officers and Troopers from NH State Police Troop E to reduce criminal activity in the middle school after the raise in activity in April.

SRO Devine assisted a student who was having a mental health crisis. Another officer was requested, and the student was transported to the hospital by a family member. SRO Devine did not take a report.

SRO Devine assisted administration and staff with two disorderly conduct incidents by one student which she did not take reports on as the student received school discipline only.

SRO Devine took a report off duty regarding a student who made a comment about a school shooting in a joking manner. SRO Devine had the Wolfeboro and Tuftonboro officers assist in the

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

investigation. The investigation found no probable cause, no true threat to charge the student. The student received school discipline only.

SRO Devine contacted the Division of Children Youth and Families (DCYF) regarding a report from a student of a potential assault that occurred off campus.

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.

Chief's Items
Wolfeboro Police Commission Meeting
June 15, 2023

IN GENERAL:

Well, we "hit the ground running" on May 22nd with the Oath of Office. Many meetings and "outreach" in this reporting period:

Personnel have been gracious in getting me back up to speed with things that make our operation run such as, tech changes, access codes, telephone set -up, messaging, email, etc.

Met with the HR Director

Town Manager re: public safety building renovation

Memorial Hospital for Northern Human Resources, Mobile Crisis Unit, Involuntary Emergency Admissions training.

Town Manager and Finance Director re: downtown area, fiscal matters and general items of mutual concern

Captain and Executive Assistant on our 2024 budget preparation

Principals in construction/renovation of our facility

Superintendent of Schools re SRO MOU

Attended the Senior Health and Wellness Fair at Great Hall

Met with Elissa Paquette of Granite State News who did a story on my return to the Department. Thank you Elissa.

Attended security meeting at Brewster Academy

Carroll County Chiefs meeting in Tamworth

Conducted Department staff meeting (see that addressed elsewhere in this report)

Attended two non-public, Commission meetings.

There were several other functions handled by Captain Livie that I was unable to be present at.

PERSONNEL:

Officer Chris Dustin will graduate from the Police Academy tomorrow. We congratulate and welcome him to the Department, wishing him a successful and gratifying career!

Corporal Eric LaRochelle's position as School Resource Officer has been confirmed by the Governor Wentworth School Board. He will attend SRO training in the near future and be ready for action after the summer break. Best wishes to Eric in this next chapter of his career!

I am pleased to learn that two candidates for open patrol officer slots have been filled. Captain Livie is actively involved in enrolling both in the upcoming full-time academy slated for July 31st.

Also, a part-time applicant will add depth to the Department and will be attending the next academy session, tentatively scheduled for late July.

IN GENERAL:

The 2-hour parking ordinance in the downtown area goes into effect today.

OUTREACH:

Officers assisted with traffic and crowd movement at the Memorial Day ceremonies.

We attended the Senior Health and Wellness Fair in the Great Hall with information on the "Good Morning" Program.

The Captain and Officer Peasley, (Bike Patrol) attended the Child Advocacy Center's Safety Day at the Glendon Street lot.

Captain Livie may have other events to mention under this topic.

OTHER:

I have highlights from the staff meeting of June 8th to share with you.

We are pleased to announce that the BOS approved the request of the NHSP Marine Patrol Division to keep a vessel on our Town docks this season. We welcome State Police Captain Brendan Davey and his staff and look forward to that added public safety presence and service to our island residents and the boating public.

I have an exemplar of what our written directive system log will look like. All orders, (general, special, personnel and memoranda) will be recorded on this log and electronically transmitted to the designees. Thank you Sherri Moore for all your help!

NON-PUBLIC SESSION:

Policy on Bias Based Profiling.

Officer Peaslee – commendable action at Foss Field with injured child.

I am working on the organization charts. Per Commissioner Coope 's request, I do have a draft of what the Services Division Sergeant's areas of responsibility could look like.

I understand that Selectman Deshaise continues to malign the Department's handling of the injured deer this week. I will be at the BOS meeting on the 21st in the event he wants to further discuss this. As an FYI, Mr. Deshaise talked at length with Lt. Maloney and had two phone conversations with me on the matter. PD Policy is attached for your perusal.