

**Wolfeboro Police Commission
Meeting Minutes
May 10, 2012**

Members present: Chairman Joe Balboni Jr., Vice-Chairman Ron Goodgame and Bob Copeland

Members/staff absent: None.

Staff present: Lieutenant Dean Rondeau and Recording Secretary Amelia Capone-Muccio.

Invited guest/speakers: none.

Chairman Balboni called the meeting to order at 4:00 PM and introduced the Commissioner's, staff in attendance and noted a quorum was present.

Consideration of Minutes

➤ ***Public and non-public minutes of April 12, 2012***

Commissioner Ron Goodgame moved the Wolfeboro Police Commission to accept the public and non-public minutes of April 12, 2012 as submitted. Commissioner Bob Copeland seconded. Members voted and being none opposed, the motion passed.

Activity Reports

Lieutenant Rondeau reviewed the following activity reports for the month:

Offenses (State Law) by month: He stated the total offenses for the month was 54, a decrease from the previous month.

Arrest status report: He stated the report is a synopsis of the arrests for the month and reported 33 arrests last month.

Personnel Analysis report: He stated the report is a synopsis of each officer's reporting for the month and he summarized the report.

Accidents by street name: He stated there were a total of 7 accidents last month a decrease from the previous month.

Citation analysis report: He summarized the citations by street location and he reviewed some of the details of this report with 208 reported for last month. He noted the focus is education and most of the stops were warnings.

Traffic/Parking Control: N/A

Prosecutor's report: He noted the Prosecutor's report was provided for review.

School Resource Officer (SRO) Report: SRO Cooper provides a detailed report of his busy schedule at the High School and the Middle School.

Budget: N/A.

Call analysis by call reason: N/A.

Discussion

Monthly Reports

Commissioner Goodgame stated that it is costly to provide the Commission with copies of reports each month and wondered if it would be more cost effective to provide those reports via e-mail to the Commission.

The Commission agreed to receive such reports in the future via e-mail.

Commissioner's Items

Job Descriptions

Commissioner Goodgame stated the Commission has been provided with the updated Job Descriptions and entertained a motion to ratify those positions with the employees that currently hold them as follows:

- Chief of Police Stu Chase
- Lieutenant/Executive Officer Dean Rondeau
- Operations Division Sergeant Scott Moore
- Administrative Division Sergeant Randy Archambault
- Services Division Sergeant Chris Keaton
- Administrative Assistant Donna Commerford
- Communications Supervisor Mia Lyons
- Detective Guy Maloney

Commissioner Ron Goodgame moved the Wolfeboro Police Commission to approve and ratify the Job Descriptions and the current employees that hold them as listed above. Commissioner Bob Copeland seconded. Being none opposed, the motion passed.

Meeting Agenda Update

Commissioner Goodgame noted that the Agenda has been updated to include the changes made to RSA 91-A for non-public sessions and will be listed on the Agenda as follows:

Non-Public session under RSA: 91-A: 3, II or RSA: 91-A: IV, or RSA: 98-E: 3, may be needed to discuss:

- A. The dismissal, promotion or compensation of any public employee or discipline or investigation of any charges against an employee
- B. The hiring of any person as a public employee
- C. Matters that if discussed in public would adversely affect someone's reputation.
- D. Consideration of pending claims or litigation.
- E. Consideration of matters relating to emergency functions of the Police.
- F. Internal personnel practices of the Police Department.
- G. Collective Bargaining.

Commissioner Ron Goodgame moved the Wolfeboro Police Commission to approve and accept the change to the meeting agenda posting as noted above. Commissioner Bob Copeland seconded. Being none opposed, the motion passed.

Reorganization of the Police Commission

Commissioner Bob Copeland moved the Wolfeboro Police Commission to nominate Ron Goodgame as Chairman of the Police Commission and Joe Balboni Jr. as Vice-Chairman. Commissioner Joe Balboni Jr. seconded

DISCUSSION:

Commissioner Goodgame thanked Commissioner Balboni for his service as Chairman this past term and noted that past practice indicates Commissioner Copeland would be the next Chair and it would be more prudent that he be the Vice-Chairman.

Commissioner Joe Balboni Jr. amended the motion to nominate Bob Copeland as Vice-Chairman. Commissioner Copeland seconded the amendment. Being none opposed, the motion passed.

Board of Selectmen Representative

Health Insurance Advisory Committee

Ms. Silk stated the Board of Selectmen has developed a Health Insurance Advisory Committee to review the town Health Insurance plans and that they are reaching out to the town departments for participation and noted a member of the Police Union would be on the Committee and they are looking for a member of the Police Commission to serve as well.

Commissioner Goodgame suggests that Commissioner Balboni serve as their representative on such committee as he has experience and a good insight on such topic in the private sector.

Commissioner Balboni accepted the task.

Commissioner Goodgame suggested that Commissioner Copeland serve as the Police Commission's representative on the Negotiation Committee with the NEPBA and with the Town Manager.

Commissioner Copeland accepted the task.

DEA Drug Take Back Day

Ms. Silk thanked the Department for participating in the DEA Drug Take Back program and as the Department reported collecting 7 and half gallons of unwanted or unused medicine.

Commissioner Goodgame questioned if the turn in is anonymous.

Ms. Silk replied it is but they would like the medication in the original container. She stated the name can be removed from the container but for safety reasons medication should not be mixed with other medication due to the chemical reactions.

Commissioner Goodgame questioned how they would deal with receiving a controlled substance.

Lieutenant Rondeau replied they can deal with that.

Press

None.

Public Comment

None.

Being no further business, Chairman Balboni entertained a motion to non-public session.

Commissioner Ron Goodgame moved the Wolfeboro Police Commission to move to non-public session under RSA 91-A at 4:33 PM to discuss contract negotiations. Commissioner Bob Copeland seconded. Roll call vote, Joe Balboni Jr.-yes, Bob Copeland-yes and Ron Goodgame-yes, being none opposed, the motion passed.

The Commission re-entered public session at 5:20 PM.

Chairman Balboni announced that the Commission sealed the non-public session minutes of the May 10, 2012 by a 2/3rd vote as required by law.

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

Commissioner Bob Copeland moved the Wolfeboro Police Commission to adjourn at 5:21 PM. Commissioner Ron Goodgame seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

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