The Regular Monthly Meeting was held at Police Headquarters on January 8, 2020, at 09:00 hours, attended by:

Commissioners Scott Spradling (Chairman), Steven Spain, Charlie Sherman, Mirfeta Ibišević, Manny Content

Police Department Staff Chief Carlo Capano, Capt. Mark Sanclemente, Capt. Sean Leighton, Capt. Allen Aldenberg, Capt. Brian O’Keefe, Captain Steven Mangone, Captain Joe Mucci, and Kim Demers (Secretary).

1. COMMISSION CHAIRMAN OPENING COMMENTS
   - Comm. Chairman Scott Spradling opened the meeting at 09:05 hours, welcoming all those present.

2. NOTICES POSTED / APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING
   - The Commission was advised by Secretary Kim Demers that the notices had been posted at City Hall, the City Library, as well as on the MPD’s website homepage, event calendar, and via social media.
   - Commissioners approved the minutes for the meeting held January 8, 2020.

3. PUBLIC COMMENT
   - No members of the public spoke.

4. DIVISIONAL REPORTS

   Administrative Division - Capt. Mucci:
   - The Computer Aided Dispatch (CAD) / Records Management System (RMS) project is on track and scheduled to go live on June 2.
   - The 10 recruits attending the N.H. Police Academy have completed their first month and are doing well; they are scheduled to graduate April 24.
   - There are 9 certified officers in field training and are progressing as expected.
   - There are 12 potential new police officer candidates who have completed the polygraph phase of the hiring process, and reviewing the list of remaining potential candidates for potential hire; hoping to have a total of 15. The hiring date has been set for March 23.
   - There is a police officer test scheduled for March 21.
   - Dispatch currently has two openings; two potential candidates have completed the polygraph phase of the hiring process. There is one Police Services Specialist (front counter) opening and potential candidates are being interviewed.

   Questions/ Comments/ Discussion:
   - ➢ Comm. Spain enquired how individuals learn that the department is hiring. Capt. Mucci explained that the department posts on Facebook and other social media venues, the Training Unit staff attend college job fairs, and just basic word of mouth.

   Community Policing Division - Capt. O’Keefe:
   - Sgt. Gillis began his assignment in CP on January 19 and has already made a positive impact in the division.
   - The entire division continues to patrol the downtown area, especially over the past few days due to the upcoming visit by the president and vice president on February 10 and the first in the nation primary to be held February 11.
   - The mounted unit has worked exclusively downtown for the past few days and will continue through primary day. They provide a high visibility of police presence to visitors to the city during the primary time frame.
   - MPAL coordinator Officer Levasseur coordinated a meeting with former mayor Bob Baines and the Bob Baines Blarney Breakfast committee, at which he was advised that MPAL will be one of three recipients of the donated funds raised by the annual breakfast.
   - Area officers continue to monitor their respective neighborhoods for quality of life and criminal issues.
   - Crime Prevention Officer Linstad was chosen to serve as a secondary handler for the PD’s new comfort dog.
Senior Services Officer Duquette attended two administrative meetings, gave two presentations, made over 50 resident contacts, and responded to one location for a Neighborhood Enhancement Team check. He also spent a large amount of time at the New Horizons shelter.

Officers Devereaux and Whelan continue to work with the managers of the MHRA properties to ensure all needs are being met.

**Questions/Comments/Discussion:**
- Comm. Spain, who sits on the MPAL board of directors, encouraged everyone to support the 20th Bob Baines Blarney Breakfast to be held 7 a.m. on March 12, at the Double Tree hotel in Manchester. MPAL has an opportunity to realize a significant donation from the event.

**Special Enforcement Division - Capt. Sanclemente:**
- Capt. Mucci stated that he neglected to mention at the January meeting that Detective Cliff Ellston, assigned to the DEA-HIDTA task force, received the Task Officer of the Year regional award at the DEA annual banquet in December.
- The Street Crime Unit gained two new detectives on January 7: Matt Comeau and Jeff Fierimonte were reassigned from Patrol to fill the two SCU detective positions.
- The SWAT Team completed recertification on all weapon systems and an inspection was conducted of all weapons, gear, and uniforms. The Sniper Unit completed weapons qualifications.
- Several members of SED attended various training throughout the month.
- The Street Crime Unit continues to focus efforts on problem locations.
- The Special Investigations Unit continues efforts to disrupt drug sales in the city and actively working multiple ongoing investigations with state and federal partners to stop illegal drugs from being brought into the city and state.

**Questions/Comments/Discussion:**
- Comm. Spradling extended his congratulations to Detective Ellston reference his DEA-HIDTA Task Force Officer of the Year award.

**Investigative Division - Capt. Leighton:**
- Personnel changes in the Investigation Division over the past month include Juvenile Detective Scott Riley assigned as a ChASE investigator, filling the position vacancy created by Sgt. Georgoulis’ promotion on January 19. Adrienne Davenport was reassigned from Patrol to fill Detective Riley’s delinquency investigator position as of February 1. Juvenile Detective Sgt. Mike Bergeron was reassigned to the Detective Squad, to fill the vacancy created when Sgt. Fred Gillis was assigned to Community Policing. Sgt. Jamie Khavari was reassigned from Patrol to fill the Juvenile Detective Sergeant position as of January 22.
- Detective Justin Breton was chosen to be the primary handler for the department’s first comfort dog. Det. Breton will remain as an investigator until the dog is trained, which should take approximately 10 months. Det. Breton is the department’s Critical Incident Management Team coordinator and serves as a peer-to-peer counselor. While it will be hard to lose Det. Breton as an investigator, he will work as the comfort dog handler.
- Crime scene training on the FARO laser scanner was conducted and four additional detectives were certified to use the machine. There are no six detectives certified.
- The school board approved funding to provide an additional officer at West and Memorial high schools to assist the regularly assigned SRO during the more active periods of the day, which is 10 a.m. to 2 p.m. Chief Capano worked with the school board to have the funding approved and the SROs at West and Memorial are very appreciative of the assistance.
- MPD will be hosting a training course titled *The Psychology of School Threat Assessments*. For hosting the course, the department received four free spots, which allows the four high school SROs to attend at no cost.

**Questions/Comments/Discussion:**
- Comm. Sherman enquired if the additional SROs at the high schools were needed due to more problems arising at the schools. Capt. Leighton confirmed this to be the case, there are more fights among the students. Chief Capano advised that the high school resource officers often respond to incidents that under normal circumstances would be responded to by two officers. Since a route officer would not be able to respond to a school incident in a timely manner, having a second officer within each high school is a necessity. Central High already has two permanently assigned SROs, the extra officers at Memorial and West during the four busiest
hours of the day is a good compromise at this point. The situation may have to be re-evaluated down the road, as will the situation at the middle schools should violence at the educational level take an upturn.

**Legal Division - Capt. Mangone:**
- A candidate to fill the Records Specialist position has been identified and is in the pre-employment background investigation process. It is hoped the position can be filled in a timely manner.
- Legal/Records personnel continue to attend training with regard to the upcoming switch to a more sophisticated records management system. The Records personnel, despite the one vacant position, work diligently to supply all appropriate records and reports to the City Solicitor and the Hillsborough County Attorney’s office.
- SOCU officers were not called upon to cover court during January and were able to apply all their efforts to SOCU duties, resulting in a very productive month. There are currently 507 registered sex offenders in Manchester. The SOCU officers completed 244 registrations in January, a combination of new and old offenders. They completed 78 compliance checks during the month and 13 offenders are being investigated. Three arrests were made and two arrest warrants were issued in January, bringing the number of active warrants to 13.

**Questions/Comments/Discussion:**
- Comm. Content enquired if there could possibly be another 200 sex offenders living in the city that have not registered with MPD. Chief Capano stated that it is impossible to determine that. The only way the department would find out about an unregistered offender is if someone reported it or if an officer made a motor vehicle stop or had some other contact with an individual who is flagged a sex offender in a database.
- Comm. Spradling enquired of the current relationship between the PD and the Hillsborough County Attorney’s office and the City Solicitor’s office. Capt. Mangone stated that with regards to the Legal Division everything is copacetic.

**Patrol Division - Capt. Aldenberg:**
- K-9 Officer Foster and his canine partner Hank are attending explosive ordinance detection training and expected to graduate in early March.
- Patrol has seen the return of a few of the officers who have been on military leave, injury or FMLA; not 100% yet, but making strides.
- Many hours have been put into planning for the President and Vice President’s visit to the city on February 10. A number of officers are going to have to be forced to cover details for the event.
- Efforts are currently underway to fill the vacant Animal Control Officer position. The 50 applications are being reviewed and will start the interview process during the week of February 10, after the N.H. primary.

5. **COMMENTS FROM ASSISTANT CHIEF GRANT**
- The process of MPD acquiring a comfort dog is in the works; will be a great addition to the PD.
- The N.H. First in the Nation Primary and the city hosting many of the presidential candidates is both exciting and nerve wracking. It’s a lot of work preparing for the security of visiting dignitaries and maintaining public safety.
- Acclimating to the new Board of Aldermen; getting to know new aldermen.

**Questions/Comments/Discussion:**
- Comm. Spradling enquired if the new aldermen had requested ride-alongs with a police officer. Chief Capano advised that one had so far.
- Comm. Sherman enquired as to the purpose of the comfort dog within the PD. AC Grant stated that there are studies that show that having a dog to pet can lessen stress. The officers and dispatchers face stressful and horrendous situations on a daily. It is hoped the comfort dog can help relieve some of their stress. The dog will live with primary handler Detective Justin Breton, which should be a good fit as he is also the head of the department’s Critical Incident Management Team. The puppy will take 9 to 10 months to train to be a comfort dog. The training is being done by a non-profit organization called Hero Pups, which first started training dogs for service men, then branched out to include first responders.

6. **COMMENTS FROM CHIEF CAPANO**
- Looking forward to hiring ten additional officers on March 23. A police officer test is scheduled for March 21, so hopefully another 10 officers can be identified for a July hire date.
• Chief Capano advised that the three officers injured in an altercation Tuesday evening are recovering from their knife wounds. The subject involved in the incident was arrested.

• He is looking forward to having the nine officers currently in field training added to the Patrol rosters. Having officers return from injury status is great.

• Chief Capano expressed his thanks to Anna Thomas, director of the Health Department, who arranged grant funding to purchase the MPD comfort dog. A 501C will be established for donations so that the comfort dog will be a self-supporting initiative. The handlers for the comfort dog will have dual duties of their regular positions and as comfort dog handlers.

Questions/ Comments/ Discussion:

➢ Comm. Content enquired as to how the three injured officers were doing and when they would be released from the hospital. Chief Capano advised the three were doing as well as could be expected, and hospital release had yet to be determined.

7. RETIREMENTS / RESIGNATIONS

• Kimberly Favreau, Police Services Specialist, will retire effective March 31, 2020, after nearly 28 years as a city employee, nearly 11 of those years with MPD.

8. COMMISSION ADMINISTRATIVE BUSINESS

There was no Administrative Business for the Commission to discuss.

9. DATE OF THE NEXT MEETING / MEETING ADJOURNED

The date of the next commission meeting was set for Wednesday, March 4, 2020, at 09:00 hours.

There being no further public business to discuss, on motion by Comm. Sherman, seconded by Comm. Spain, the Commissioners voted unanimously to adjourned the Public Session of the meeting at 09:32 hours and to enter into Nonpublic Session pursuant to RSA 91-A:3, II(c).

10. NONPUBLIC SESSION

The Commission entered Non-Public Session at 09:35 hours for purpose of discussing personnel matters, which shall remain confidential. No matters were discussed that required a vote by the commissioners.

The Nonpublic session concluded at 09:50 hours.

Respectfully submitted by:
Kim Demers, Secretary

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