

# PORTSMOUTH BOARD OF POLICE COMMISSIONERS

John D. Kelley, Chairman  
William F. Devine  
Gerald Howe

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MINUTES OF THE MAY 21, 2002 POLICE COMMISSION MONTHLY MEETING  
Noon (Non-Public) 1:00 PM (Public)  
Portsmouth Police Department - Wm. D. Mortimer Conference Room

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- I. **CALL TO ORDER:** The chairman called the May 21, 2002 monthly Police Commission Meeting to order at 12:15PM. *(One cassette tape documenting this meeting is on file for reference).*

**Action:**

**Commissioner Devine moved** that the board convene a non-public session.

**Seconded by Commissioner Howe.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion.

Present during non-public session: Commissioners Kelley, Devine and Howe, Chief Brad Russ, and Deputy Chief Magnant.

**Action:**

**Commissioner Devine moved** that the Board return to public session.

**Seconded by Commissioner Howe.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion at 1:05 PM.

Present during public session: Commissioners Kelley, Devine, and Howe, Chief Russ, Deputy Chief Magnant, Captain John Yerardi, Detective Kim Sirr, Officer Timothy Cashman, Captain Len DiSesa, Sergeant Todd Horn, Information Systems Manager Felicia Donovan, Communications Supervisor Gil Emery, Family Services Secretary Kathe Hoyt, City Councilor Harold Whitehouse, two members of the print media and Executive Assistant Carol Bryant.

- II. **PLEDGE OF ALLEGIANCE** was led by Commissioner Howe.

- III. **ACCEPTANCE OF MINUTES:**

**Action:**

**Commissioner Howe moved** that the Board accept the minutes of the meeting held on April 16, 2002.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion.

- IV. **UNFINISHED BUSINESS:** None

V. NEW BUSINESS:

A. POLICE COMMISSION:

1. Personnel Items that Require Action

Permanent Status:

Action:

**Commissioner Howe moved** that the Board appoint the following employees to permanent status:

- Part-time Youth Advocate Tanja Gravelle - effective May 15, 2002
- Auxiliary Officer Ryan Ford - effective May 18, 2002
- Officer Laura Purslow - effective May 21, 2002

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion.

Retirement:

Action:

**Commissioner Howe moved** that the Board accept the retirement of Detective Al Kane effective May 15, 2002.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion.

2. Motorcycle Noise: Chairman Kelley read a letter for the record, which had been received from Thanasis Tournas, President of the Friends of the South End Neighborhood Organization, regarding loud exhaust noises from motorcycles.

Action:

**Commissioner Devine moved** that the letter be referred to the Chief of Police for action with a copy to the City Attorney.

**Seconded by Commissioner Howe.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion.

Chairman Kelley asked Deputy Chief Magnant for his input regarding the motorcycle noise problem. Deputy Chief Magnant noted that signs have been posted at entrances to the City that say it is illegal to have loud exhaust, loud noise within the City. The issue has been discussed with the prosecutor and he has had difficulties in prosecuting noise offenders in Portsmouth District Court because the judges find the defendants not guilty or place the case on file without a finding. Attorney Blaszkha has agreed to work with City Attorney Sullivan to review the City Ordinance and makes changes if necessary. Officers have been made aware of the complaints and letters have been sent to local inspection stations asking them to be aware of this issue and not to pass for inspection any motorcycle that has an altered exhaust. Commissioner Devine raised a question regarding motor scooters. Motor scooters are illegal. Commissioner Howe noted that he has also received citizen complaints and he will ask those individuals to submit their concerns in writing. Chairman Kelley asked if Deputy Chief Magnant would contact the Hampton Police Department regarding their City ordinance on motorcycle noise.

B. CHIEF OF POLICE:

1. Recognition of Captain John Yerardi, Sergeant David Ferland, Detective Kim Sirr, and Officer Timothy Cashman for Arrest #02-495 at Pease Airport on May 1, 2002.
2. Recognition of Sergeant Todd Horn for his work with ATK Ammunition Company.
3. Recognition of Detective Frank Warchol for his work as a member of the Northern New England Internet Crimes Against Children Task Force.
4. Recognition of Information Systems Manager Felicia Donovan for her work in securing computer equipment grants for the Police Department.

5. Recognition of Communications Supervisor Gil Emery for his work at the DWI Sobriety Checkpoint on March 17, 2002.
6. Recognition of Family Services Secretary Kathe Hoyt for her extra assistance to a Portsmouth citizen.
7. Financial Reports were presented by Budget Coordinator Karen Senecal. Chief Russ noted that at 6:30 PM on June 4th the Police Department will meet with the City Council for a second work session on the Police Department budget.
8. Personnel & Training Report - Chief Russ noted that due to budgetary constraints the Department has cut back on training for several months. If funds are available, training will resume in June. A sample lesson plan on consent searches, to be used as roll call training, was reviewed.
9. Community Relations Report was presented. Chief Russ noted that there have been two meetings with a local focus group regarding race relations and diversity. The next meeting is scheduled for Wednesday, June 19th in the evening. The goal is to have 100 people attend the meeting to discuss diversity issues.
10. Division and Team Reports:
  - Records Division
  - Information Systems Division
  - FTEP
  - STEP - speed enforcement was discussed.
  - SERT - Commissioner Howe asked about the number of call outs for the Seacoast Emergency Response Team. Chief Russ noted that the team has been called out three or four times since being formed in January. The Team is a tremendous resource for the local communities. Commissioner Devine asked for an update on the money that has been spent for overtime and training for the Portsmouth SERT officers.
11. Technology Initiative Grant from the U.S. Department of Justice, Office of Community Oriented Policing, in the amount of \$1,000,000.
12. Grant from the N.H. Highway Safety Agency for Join the NH Clique Seat Belt Campaign in the amount of \$4,975.04.
13. Donations for the Honor Guard Program totaling \$5,700.00:
 

• Kenneth R. Levine	\$5,000.00
• The American Legion - Post 6	\$600.00
• Evelyn Marconi	\$100.00

**Action:**

**Commissioner Howe moved** that the Board accept the Technology Initiative Grant from the U.S. Department of Justice in the amount of \$1,000,000; the N.H. Highway Safety Agency grant for Join the N.H. Clique Seat Belt Campaign in the amount of \$4,975.04; donations for the Honor Guard from Kenneth R. Levine in the amount of \$5,000, the American Legion - Post 6 in the amount of \$600.00, and Evelyn Marconi in the amount of \$100.00 and that these grants and donations be forwarded to the City Council for their review and approval.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion.

14. Grant Application to the Department of Justice Office of Community Oriented Policing for two additional police officers. Chief Russ noted that we have applied for Phase III of this grant process, which would partially fund two additional police officers.
15. Letters of Thanks and Appreciation:
  - From Dianna Smith at the Division of Children, Youth and Families thanking Captain Young for his presentation on March 21, 2002.
  - From Neil Jorgensen thanking Captain Young for his presentation on April 14, 2002.

**C. PATROL SERVICES BUREAU:**

1. Log Activity Reports were presented.

2. Status of Personnel Out Sick or Injured - Captain Schladenhauffen continues on light duty and Officer MacKenzie continues to be out due to an on-duty injury.
3. Update on Special Events Log - Numerous special events have taken place in the past few weeks and many more are scheduled for the coming weeks. Planning is underway for Market Square Day, which is scheduled for Saturday, June 8th.
4. Emergency Communications Center Report was presented.
5. K-9 Report was presented.
6. Auxiliary Police Activity Report was presented.

**D. CITY PROSECUTOR REPORT:** The court disposition report was presented.

**E. BUREAU OF INVESTIGATIVE SERVICES:** The monthly report was presented.

**VI. MISCELLANEOUS/OTHER BUSINESS:**

- Special Investigations Unit - Chairman Kelley read the following from standard operating procedure O-260: "The Portsmouth Police Commission authorizes the Police Chief of the Portsmouth Police Department to enact the following rules/regulations regarding the newly formed Special Investigations Unit (SIU). The SIU was created to expand the Portsmouth Police Department's focus upon narcotic trafficking and vice related crimes. In addition to our participation with federal and state agencies the unit will work with Portsmouth Police uniform and investigative personnel to target local illegal narcotics activities and vice related crimes. The emphasis will be placed upon street crimes and local criminal activity leading to swift arrest and prosecution for those crimes. However, with the approval of their supervisor, cases with regional impact or situations that lead investigators to sources of other illegal narcotics may be worked in conjunction with other federal, state and local agencies".

**Action:**

**Commissioner Howe moved** that the Board adopt the operational procedures for the Special Investigations Unit under procedure #O-260.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted in favor of the motion.

- Commissioner Howe asked who has jurisdiction over traffic control signs for the City. Deputy Magnant noted that Traffic and Safety would control the signage.

**Action:**

**Commissioner Devine moved** that the Board adjourn the meeting.

**Seconded by Commissioner Howe.**

**On a Roll Call Vote:** the Board unanimously voted in favor of the motion @ 1:55 PM

**VII. NEXT MEETING: June 18, 2002 at 1:00 PM - Monthly Meeting**

*Respectfully Submitted By Carol Bryant, Executive Assistant  
Reviewed By Commissioner Gerald Howe, Clerk*