

**PORTSMOUTH POLICE COMMISSION**  
**MINUTES OF THE FEBRUARY 18th, 2003 MEETING**

Noon (Non-Public) 1:00 PM (Public)  
Portsmouth Police Department - Wm. D. Mortimer Conference Room

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

- I. **CALL TO ORDER:** The Chairman called the February 18th, monthly Police Commission Meeting to order at 1:05 PM (*One cassette tape documenting this meeting is on file for reference*).

**Present during public session:** Commissioners Kelley, Devine, and Howe, Chief Magnant, Deputy Chief Young, Budget Coordinator Karen Senecal, Executive Aide Kathe Hoyt

- II. **PLEDGE OF ALLEGIANCE** was led by Deputy Chief Dave Young.

III. **ACCEPTANCE OF MINUTES:**

**Action: Commissioner Howe moved** that the Board accept the minutes of the meetings held on December 3rd and December 17th, 2002, and January 3rd, 2003

**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**

a. **Commissioner Howe moved** that the Board appoint Kathleen Proverb and Paul Famulari as Auxiliary Officers, appoint Captain Robert Carbone to permanent status as a Captain and accept the leave of absences of Auxiliary Officers Reno and Follansbee.

**Seconded by Commissioner Devine.**

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

b. **Commissioner Devine moved** to appoint Auxiliary Officer Alana Blais to permanent status.

**Seconded by Commissioner Howe.**

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

**B. CHIEF OF POLICE:**

**1. Financial Reports**

Financial Reports were presented by Budget Coordinator Karen Senecal

a. Karen noted the overtime figure was starting to reflect the citywide hiring freeze which has caused sworn officer positions to remain unfilled, resulting in overtime. Karen Senecal indicated this will definitely impact next fiscal year figures. If the positions are left unfilled, the Department is looking at a huge overtime figure to cover demands during the next fiscal year.. Commissioner Kelley expressed concern that the City Council should be made aware of this cause and effect situation. He directed that a memo be drawn up from the Police Commission to the City Council to this effect.

**2. Motorola Radios**

As an FYI to the Commission, the Chief advised that when the Police Department receives the new digital radios, our plan is to give the current inventory to the Fire Department, after the Police Department has kept what it needs for back-up inventory. Commissioner Devine questioned whether or not public police band scanners would be able to continue to monitor transmissions. The Chief explained it would be necessary for them to upgrade present scanners to do so. He explained the entire state of New Hampshire was converting to digital radio.

**3. Division and Team Reports**

- A. Information Systems Report
- B. Accident Investigation Report
- C. Portsmouth Honor Guard Report
- D. Records Division
- E. Community Relations

**4. Letters of Thanks and Recognition from outside the Department**

- A. Letter of Thanks from Chief Michael McGillen of Candia Police Department for Det. Warchol's assistance/expertise to their Department with an internet investigation.
- B. Letter of Thanks from Rochester Chief David Dubois for K-9 Team Mansfield/Viktor's mutual aid response to an armed robbery incident in Rochester.
- C. Letter of Thanks from Ms. Abigail Call, STEP Coordinator , to Officer MacDonald and the Explorers for their help with the program.
- D. Letter of Thanks from Professor Ellen Cohen to Juvenile Prosecutor Det. Tom Grella for his presentation on Juvenile Law to her UNH class.

**C. PATROL SERVICES BUREAU:**

- 1. Log Activity Reports were reviewed.
- 2. Status of Personnel Out Sick or Injured: Four officers are out sick or injured. Officer Rochelle Jones is at the Academy and will finish in a few weeks. New officers Kinsman and Kiberd are progressing through the FTO program. Both officers were lateral hires and do not need to go through the academy again.

**D. CITY PROSECUTOR REPORT:** Disposition Report for January.

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

**VI. MOTION TO ADJOURN**

There being no further business before this Commission,

**Action: Commissioner Howe moved** the February 18th meeting be adjourned.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted in favor of the motion at 1:40 PM.

**VII. NEXT MEETING: TUESDAY, March 18, 2003**  
**12:00 Noon - Non-Public Session**  
**1:00 PM - Public Session**

*Respectfully Submitted By Kathleen Hoyt, Executive Assistant*  
*Reviewed By Commissioner Gerald Howe, Clerk*