

**PORTSMOUTH POLICE COMMISSION**  
**MINUTES OF THE OCTOBER 30th, 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 October 30th, monthly Police Commission Meeting to order at 1:03 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, City Councilor Harold Whitehouse, Foster's Reporter Jim Baker, Capt. Len DiSesa, Lt.. David Ferland, Sgt. Craig Moody (NH National Guard), Officer Rebecca Mansfield and K-9 Viktor, Administrative Aide Kathe Hoyt

- II. **PLEDGE OF ALLEGIANCE:** Capt. Len DiSesa led the Pledge of Allegiance.

- III. **ACCEPTANCE OF MINUTES:**

**Action: Commissioner Howe moved** that the Board accept the minutes of the meeting held on September 16th, 2003.

**Seconded by Commissioner Devine.**

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

- IV. **UNFINISHED BUSINESS:** None

- V. **NEW BUSINESS:**

- A. **POLICE COMMISSION:**

1. **Personnel Items that Require Action**

a. **Action: Commissioner Howe moved** to appoint Dispatcher Kelly Cavanaugh to permanent status.

**Commissioner Devine seconded the motion.**

**On a Roll Call Vote:** The Board voted unanimously to appoint Kelly Cavanaugh to permanent status.

b. **Action: Commissioner Howe moved** to accept the resignation of Auxiliary Officer Alexander J. Reno.

**Commissioner Devine seconded the motion.**

**On a Roll Call Vote:** The Board voted unanimously to accept the resignation of Auxiliary Officer Alexander J. Reno, with regret.

2. Chairman John Kelley suspended the Agenda and moved directly to item one of the Chief's report.

**(CHIEF'S REPORT)**

1. **Award to Sgt. Craig Moody, New Hampshire National Guard**

Chief Magnant and Lt. Dave Ferland presented Sgt. Moody with an award on behalf of the Portsmouth Police Commission, for the many, many hours he invested in helping to train our K-9's Viktor and Turbo, at the Guard Training Center in Center Strafford, NH. Sgt. Moody put many of the hours in on his own time to train our teams.

3. **Crossroads House:** At Commissioner Devine's request, a summary of calls for service and associated costs was presented by Capt. DiSesa. A period from August, 2002 to August 2003 was reviewed. Capt. DiSesa indicated the figures presented were very conservative and equaled about 5% of total department resources. Since there are several other variables which could not be sorted from the database with a cost attached, the Chief indicated the percentage could be as high as ten percent.
4. **Internet Safety:** Capt. Irving was scheduled to give a brief update on the progress of the joint program to deliver an Internet Safety curriculum to the Portsmouth Schools, however, he was on-scene and could not attend the start of the commission meeting. So Chairman Kelley briefed the meeting attendees on the Netsmartz presentation at the Attorney General's office in Concord. The Netsmartz meeting took place October 28th. Chairman Kelley said the Portsmouth Police Department is very much involved with the AG's office regarding Internet Safety in New Hampshire. Pilot sites for Netsmartz, a program available nationwide, should be up and running sometime in January. The Chairman said the Portsmouth Police Department was cited several times by General Heed as being at the forefront in addressing this problem in New Hampshire.

**B. CHIEF'S REPORT:**

2. **Appointment of Chief Magnant to the New Hampshire Police Standards and Training Council**

The Chief informed the Commission that he has received an appointment from Governor Craig Benson to complete the term of Chief Mark Driscoll of Manchester. Chief Mark Driscoll retired earlier this year. The term runs through May of 2004. A copy of the Governor's letter of appointment is part of the record of this meeting.

3. **Financial Reports**

In the Budget Coordinator's absence, the Chief reviewed the budget reports. We continue to keep a close watch on the overtime accounts. Over the summer period, the availability of new officers helped keep the overtime costs in line for that period.

#### 4. Grant Awards & Donations

a. A grant in the amount of \$400,000. was received from the Office of Juvenile Justice and Delinquency Prevention (OJJDP). This is a continuation grant for the Internet Crimes Against Children work done by the Portsmouth Police Department.

**Action: Commissioner Howe moved** to accept the grant from the OJJDP in the amount of \$400,000.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted to accept the OJJDP grant in the amount of \$400,000 and forward to the City Council.

b. A grant in the amount of \$45,452 was received through the COPS Homeland Security Overtime Program Award. This grant award offsets overtime costs associated with work and training for Homeland Security exclusively.

**Action: Commissioner Howe moved** to accept the grant from the COPS Homeland Security Overtime Program Award in the amount of \$45,452.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted to accept the COPS Homeland Security Grant in the amount of \$45,452 and forward to the City Council.

c. A grant in the amount of \$107,686. has been received through the US Attorney's Office for Operation Streetsweeper Funding. This award is used to fund the work of the Special Investigations Unit.

**Action: Commissioner Howe moved** to accept the Streetsweeper Grant in the amount of \$107,686.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted to accept the Streetsweeper Grant in the amount of \$107,686. and forward to the City Council.

d. The Portsmouth Police Department and US Immigration and Customs Enforcement have entered into an agreement whereby US Immigration and Customs will fully reimburse overtime costs and certain other expenses incurred in providing resources to joint operations/task forces as needed, pursuant to 31 U.S.C. 9703.

**Action: Commissioner Howe moved** to endorse the Memorandum of Understanding between the Portsmouth Police Department and the US Immigration and Customs Agency, as per the terms of the document.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously endorsed the MOU between the Portsmouth Police Department and the US Immigration and Customs Agency, whereby US Immigrations and Customs will fully reimburse overtime costs and certain other expenses incurred in providing resources to joint operations/task forces as needed pursuant to 31 U.S.C. 9703.

e. The Portsmouth Police Honor Guard received donations from VSI, LLC at Harbour Place and from Regal Limousine Service in the amount of \$1,000 and \$100, respectively. **Action: Commissioner Howe moved** to accept the two donations to the Portsmouth Police Honor Guard in the amounts of \$1,000 and \$100 respectively.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted to accept the donations to the Portsmouth Police Honor Guard totaling \$1,100. and forward to the City Council.

f. A donation in the amount of \$1,500. was received from the Wal-Mart Foundation. The funds will be used in the Family Services Division to purchase safety program materials.

**Action: Commissioner Howe moved** to accept the donation of \$1,500. from the Wal-Mart Foundation.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted to accept the \$1,500 donation from the Wal-Mart Foundation and forward to the City Council.

## 5. Internet Safety

At this point Capt. Bill Irving was able to join the meeting. Chairman Kelley asked Capt. Irving if he had anything to add to the summary of the Netsmartz meeting. Capt. Irving replied that the department is conducting a thorough review of available software and resources for Internet Safety for schools. As he was also at the Netsmartz presentation in Concord, he felt it was a good program, but geared primarily to young children and would not be effective at higher grade levels. We are looking at I-Safe America's products and several other programs. We want to end up with materials that are going to be effective at all levels of schooling. Chairman Kelley asked if anything is presently being presented in Portsmouth schools. Capt. Irving answered the original target was the beginning of this school year, but the selection process has caused an adjustment in the timetable, to after the first of the new year.

## 6. Division and Team Reports

- a. Information Systems
- b. Accident Investigation Team
- c. Portsmouth Police Honor Guard
- d. Records Division

## 7. Letters of Thanks and Recognition from outside the Department

a. Letter of Appreciation from Ms. Jeannie MacDonald for the work of ACOs Patricia Tate and Dana Cummings in handling a dispute between neighbors involving a pet German Shepherd from one of the families.

b. Letter of Thanks from Newington Police Chief Brad Loomis for our September 27th mutual aid response to Newington for an incident involving a barricaded subject with a weapon. In addition to responding patrol officers, both the Chief and Deputy Chief responded. The Seacoast Emergency Response Team was activated, which includes several Portsmouth officers, including Officer Robert Munson, who was the negotiator.

Officer Munson succeeded in talking the subject into abandoning his plans and giving himself up to police.

Commissioner Howe asked how long Officer Rob Munson had been on the negotiating team. In his answer the Chief indicated he had arrived on the scene early and had had the opportunity to observe Officer Munson in action, along with the initial responding officers and the responding SERT members. Officer Munson was very effective in interviewing the escaped victim and skillfully gained a large amount of information which he was able to use in bringing the incident to a successful close. The Chief went on to give high praise to the SERT members and responding officers, who knew exactly where to deploy, set up perimeters, surveillance, etc. He said their teamwork was something to see, and by the time the SERT Commander arrived from his town, they were ready for his orders. Deputy Young, who was also at the scene, indicated the suspect had been arrested, evaluated and was currently imprisoned.

c. Letter of Thanks from Fire Chief Mark Tibbetts for our support of their mass casualty drill at the Deerfield Fairgrounds on August 24th. Portsmouth K-9 teams assisted Deerfield Volunteer Firefighters.

**C. PATROL SERVICES BUREAU:**

1. **Log Activity Reports.**
2. **Communication Center Report - Dispatch Construction Update**
3. **FTO Report**
4. **Auxiliary Monthly Activity Report**
5. **Status of Personnel Out Sick or Injured**
6. **Update on Special Events Log - We have several events upcoming between now and the end of the year, starting with the Halloween Parade on Friday night.**

**D. CITY PROSECUTOR REPORT**

**E. BUREAU OF INVESTIGATIVE SERVICES -** The report is part of the record materials from this meeting.

**VI. MISCELLANEOUS/OTHER BUSINESS**

**VII. MOTION TO ADJOURN**

There being no further business before this Commission,

**Action: Commissioner Howe moved** the October 30th meeting be adjourned.

**Seconded by Commissioner Devine.**

**On a Roll Call Vote:** The Board unanimously voted in favor of the motion at 1:48 PM.

**VIII. NEXT MEETING: TUESDAY, November 18th, 2003**

**12:00 Noon - Non-Public Session**

**1:00 PM - Public Session**

*Respectfully Submitted By Kathleen Hoyt, Administrative Aide  
Reviewed By Commissioner Gerald Howe, Clerk*