

**PORTSMOUTH POLICE COMMISSION**  
**MINUTES OF THE MAY 18<sup>th</sup>, 2011 MEETING**

4:00 p.m. (Non-Public) – Wm. Mortimer Conference Room, Police Dept.

5:00 p.m. (Public) – Wm. Mortimer Conference Room, Police Dept.

Gerald W. Howe, Chairman

John C. Russo

John F. Golumb

- I. **CALL TO ORDER:** The chairman called the May 18<sup>th</sup>, 2011 monthly police commission public session to order at 4:18 p.m.

**Action: Commissioner Golumb moved** to go into non-public session for the purpose of discussing personnel issues as per RSA 91-A:3, II.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to go into non-public session at 4:18 p.m.

**Action: Commissioner Russo moved** to come out of non-public session.

**Seconded by Commissioner Golumb.**

**On a Roll Call Vote:** The board voted unanimously to come out of non-public session at 5:00 p.m.

**Chairman Howe called the public session back to order at 5:05 p.m. in the Wm. Mortimer Conference Room of the Portsmouth Police Department.**

**Present during the public session:** Commissioners Howe, Russo, and Golumb, Chief David Ferland, Deputy Chief Stephen DuBois, Captain Frank Warchol, Executive Assistant Kathleen Levesque

- II. **PLEDGE OF ALLEGIANCE:** Chief Ferland led the Pledge of Allegiance.

- III. **ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON:**  
April 20<sup>th</sup>, 2011.

**Action: Commissioner Russo moved** to accept the minutes and place them on file.

**Seconded by Commissioner Golumb.**

**On a Roll Call Vote:** The board voted to accept the minutes of the April 20<sup>th</sup>, 2011 police commission meeting and place them on file.

**IV. PUBLIC COMMENT: None**

**V. UNFINISHED BUSINESS: None**

**VI. NEW BUSINESS:**

**A. POLICE COMMISSION:**

**1. Personnel Items that require action:**

**Action: Commissioner Golumb** moved to appoint Officer Laura Cattabriga to Master Patrol Officer status.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to appoint Officer Cattabriga to Master Patrol Officer status, effective May 21<sup>st</sup>, her ten-year anniversary date.

**B. CHIEF OF POLICE:**

**1. Grants & Donations:**

**Action: Commissioner Golumb** moved to accept a donation in the amount of \$9,900 from the New Hampshire Dept. of Highway Safety for a series of sobriety checkpoints.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the grant and forward to the city council for their action.

**Action: Commissioner Golumb** moved to accept a grant in the amount of \$6,050 from the New Hampshire Dept. of Highway Safety for Portsmouth DWI/DUI patrols.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the grant and forward to the city council or their action.

**Action: Commissioner Golumb** moved to accept a grant in the amount of \$2,476 from New Hampshire Highway Safety for DWI Hunter patrols in Portsmouth.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the grant and forward to the city council for their action.

**Action: Commissioner Golumb moved** to accept a grant in the amount of \$6,050 from the New Hampshire Dept. of Highway Safety for Red Light Running enforcement.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the grant and forward to the city council for their action.

**Action: Commissioner Golumb moved** to accept a grant in the amount of \$6,050 from the New Hampshire Dept. of Highway safety for Pedestrian Law Enforcement initiatives.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the grant and forward to the city council for their action.

**Action: Commissioner Golumb moved** to accept a grant in the amount of \$6,050 from the New Hampshire Dept. of Highway Safety for Speed Enforcement Patrols in Portsmouth.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the grant and forward to the city council for their action.

**Donations:**

**Action: Commissioner Golumb moved** to accept a donation in the amount of \$250 from Mr. & Mrs. O. Thagard in support of our Explorer Cadet Post.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the donation and forward to the city council for their action.

**Action: Commissioner Golumb moved** to accept a donation in the amount of \$200 from Mr. J. Page in memory of Mrs. Noreen Page, to enable two Explorer Cadets to attend the Cadet Academy.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the donation and forward to the city council for their action.

Capt. Warchol, then gave the commission a financial report on the department:

**2. Administrative Services Division Report**

- a. Financial Reports, by line item
- b. Overtime Report

- c. Personnel and Training Report
- d. Information Systems Report
- e. Records Division Report
- f. Fleet Report
- g. Communications Center Report

Chief Ferland relayed recent thank you notes received from the public. He also informed the commission regarding the following:

- Concord PD has been connected to the cross agency network. They are the last agency to be connected to the system. With their joining, the grant is finished and will be closed out in June of this year.
- Upcoming Events:
  - Market Square Day
  - Tall Ships visit

Deputy DuBois added the following information:

- Public Safety Strategies Group will be at the Levenson Room tomorrow night at 7p.m. to receive public input concerning the police department. PSSG is the outside firm conducting an independent review of the department.
- The Citizen Police Academy has graduated its fourth class. Chief Ferland has indicated he would like to move the academy session to the fall, so we are looking at this possibility.

**3. Letters of Thanks and Appreciation from Outside the Department:**

- a. Thank you letter from Mr. Joe Shanley on behalf of Friends Forever, for the Chief's participation in a fundraising "Roast" of Mayor Tom Ferrini.
- b. Thank you letter from the Salem Police Chief Paul Donovan and SPBA President Sergeant Robert Morin, for the Portsmouth Police Honor Guard's presence at the funeral of Det. James Fox of their department.

**C. PATROL SERVICES DIVISION:**

1. Offense Report
2. Program/Self-Initiated Activity/Directed Patrol Report
3. Animal Control Report
4. Special Teams/Programs report
  - a. K-9 Program
  - b. Seacoast Emergency Response Team
  - c. Field Training Program
  - d. Auxiliary Unit

- e. Community Relations
- 5. Personnel Out Sick or Injured

#### **D. CITY PROSECUTOR REPORT**

#### **E. DETECTIVE DIVISION**

#### **VII. MISCELLANEOUS OTHER BUSINESS:**

**Action: Commissioner Golumb moved** to accept the division and team reports and place them on file.

**Seconded by Commissioner Russo.**

**On a Roll Call Vote:** The board voted unanimously to accept the division and team reports and place them on file.

#### **VIII. MOTION TO ADJOURN**

Chairman Howe asked if there was any other business before the commission. There being none, the Chairman asked for a motion to adjourn.

**Action: Commissioner Russo moved** the May 18<sup>th</sup>, 2011 meeting of the police commission be adjourned.

**Seconded by Commissioner Golumb.**

**On a Roll Call Vote:** The board voted unanimously in favor of the motion at 5:25 p.m.

#### **IX. NEXT MEETING: *Wednesday, June 15<sup>th</sup>, 2011, at 6:00 p.m. in the Eileen Dondero Foley Council Chambers in Portsmouth City Hall.***

*Kathe*

*Respectfully Submitted By Kathleen Levesque, Executive Assistant  
Reviewed By Commissioner Golumb, Clerk of the Commission*

*John F. Golumb*