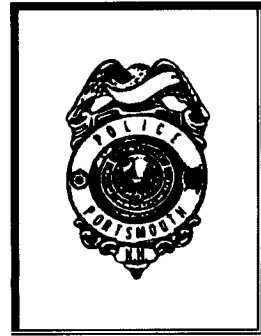


BOARD of POLICE COMMISSIONERS

of the

City of Portsmouth, N.H.



***Chairman John F. Golumb...Commissioner Gerald W. Howe...
Commissioner Brenna Cavanaugh***

“Providing Citizen Oversight of Your Police Department”

NOTICE: The Police Commission has a dedicated phone number at the police department. You can call the Commissioners at 603-610-7471 and leave a message regarding your concerns, along with your name and a telephone number. The Commissioners will be advised of your message and someone will return your call in a timely fashion. You can also email the Commissioners directly through the Police Department webpage, by clicking on “Police Commission”, and then clicking on any of the Commissioners’ names.

PUBLIC NOTICE OF POLICE COMMISSION MEETING

DATE: 21 January, 2015 (Wednesday)
LOCATION &
TIME: 6 p.m., City Council Chambers, Portsmouth City Hall

The Board anticipates meeting for a non-public session as appropriate under RSA 91-A.

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON:**
December 17th, 2014
- IV. **PUBLIC COMMENT**
Individual comment is limited to three minutes.
- V. **UNFINISHED BUSINESS:** None.

VI. NEW BUSINESS:

A. POLICE COMMISSION:

1. Election of Commission Chair and Clerk of the Commission for 2015
2. Personnel items that require action.

B. CHIEF OF POLICE:

1. Grants & Donations:
 - a. A training grant in the amount of \$837.50 from Police Standards & Training Council for Lt. Darrin Sargent to attend the Leadership Seacoast Program.
 - b. A donation in the amount of \$50 from Lynne Howard in support of the Portsmouth Police Explorers Post.
2. Allocation of \$500 donation received in December from the Newburyport Five Cent Savings Bank.
3. Financial Report

C. PATROL DIVISION:

This report is included in the commission packet.

VII. COURT OFFICE REPORT

This report is included in the commission packet.

VIII. MISCELLANEOUS/OTHER BUSINESS – None

IX. NEXT REGULAR MEETING: *The next monthly police commission meeting will take place on February 18th, NOTE: The Public Hearing on the Police Commission's FY' 16 Budget will precede the regular monthly meeting on the 18th. The public hearing will begin at 6:00 p.m. The regular monthly meeting is scheduled to begin at 6:15 p.m., in the Eileen Dondero Foley Council Chambers.*

NOTICE to members of the public who are hearing impaired: If you wish to attend a meeting and need assistance, please contact Human Resources Director Dianna Fogarty at 431-2000 ext. 7270 prior to the scheduled meeting. Thank You.

(Posted on January 15th, 2015)

Katho Levesque

Brenna Cavanaugh, Clerk of the Commission

MINUTES
OF
PREVIOUS
MEETING(S)

PORTSMOUTH POLICE COMMISSION
MINUTES OF THE DECEMBER 17th, 2014 MONTHLY MEETING

6:00 p.m. Public Session – Eileen Dondero Foley Council Chambers, City Hall

John F. Golumb, Chairman
Gerald W. Howe
Brenna Cavanaugh

***UNAPPROVED**

I. CALL TO ORDER: The December 17th, 2014 monthly police commission public session was called to order at 5:00 p.m. in the Wm. Mortimer Room of the Police Department.

Action: Commissioner Howe moved to go into non-public session to discuss personnel matters, as provided for under RSA 91-A:3, II (a)(e).

Seconded by Commissioner Cavanaugh.

On a Roll Call Vote: The motion passed unanimously to go into non-public session to discuss personnel matters as provided for under RSA 91-A:3, II(a)(e).

The Commission entered non-public session at 5:00 p.m.

Chairman Golumb called the public session back to order at 6:07 P.M. in the Eileen Dondero Foley Council Chambers of Portsmouth City Hall.

Present during the public session: Commissioners Golumb, Howe, and Cavanaugh, Chief Stephen DuBois, Deputy Chief Corey MacDonald, Admin. Manager Karen Senecal, Officers Wells and Webber, friends and family members of the officers, Exec. Assistant Kathleen Levesque, Portsmouth Herald reporter Elizabeth Dinan

II. PLEDGE OF ALLEGIANCE: Deputy Chief MacDonald led the Pledge of Allegiance.

III. ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON: November 19th, 2014.

Action: Commissioner Howe moved to accept the minutes of the November 19th, 2014 meeting and place one copy on file.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the minutes of the November 19th, 2014 meetings and place one copy on file.

IV. PUBLIC COMMENT SESSION: None.

There was no public comment.

V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. POLICE COMMISSION:

Personnel items that require action:

Action: Commissioner Cavanaugh moved to accept the resignation of Auxiliary Officer Guy Philbrook, effective December 4th, 2014.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to accept the resignation of Auxiliary Officer Guy Philbrook, effective December 4th, 2014.

Action: Commissioner Cavanaugh moved to appoint Dispatcher Ed Walsh to permanent status, effective December 30th, 2014, his one-year anniversary date.

Seconded by Commissioner Howe.

On a Voice Vote: The motion carried unanimously to appoint Dispatcher Ed Walsh to permanent status, effective December 30th, 2014, his one year anniversary date.

B. CHIEF OF POLICE

1. Prior to administering the Oath to new officers Jordan Wells & Max Webber, Chief DuBois spoke briefly on the special calling of those men and women who step forward to guard the personal safety and property of others.

2. Grants and Donations:

Action: Commissioner Howe moved to accept a grant in the amount of \$7,391 from Susteen Advanced Mobile Forensics.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion carried unanimously to accept the grant of \$7,391 from Susteen Advanced Mobile Forensics and forward to the city council for their action.

Action: Commissioner Howe moved to accept the donation of a Gateway laptop computer from the Dept. of Homeland Security, resulting from an NH ICAC case.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the donation of a Gateway laptop computer from the Dept. of Homeland Security, and forward to the city council for their action.

Action: Commissioner Howe moved to accept a donation in the amount of \$25 from retired police commissioner Wm. Mortimer in support of the Portsmouth Police Explorers.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the donation of \$25 from Commissioner Mortimer in support of the Police Explorers and forward to the city council for their action.

Action: Commissioner Howe moved to accept a donation in the amount of \$151.40 from retired chief, Dr. David "Lou" Ferland, in support of the Police Explorer Cadets.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the donation in the amount of \$151.40 from retired chief, Dr. Ferland, in support of the Police Explorer Cadets and forward to the city council for their action.

Action: Commissioner Howe moved to accept a donation in the amount of \$500 from Newburyport Five Cent Savings Bank.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the \$500 donation from Newburyport Five Cent Savings Bank.

3. Financial Report

- 4. Letters of Thanks and Appreciation from Outside the Department.** Chief DuBois referenced a letter of thanks from Police Standards & Training Council Director Donald Vittum for the presence of the

Action: Commissioner Howe moved to accept the division reports and place one copy on file.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the division reports and place one copy on file.

VII. MISCELLANEOUS OTHER BUSINESS – None

VIII. MOTION TO ADJOURN

There being no further business before the commission, the chair asked for a motion to adjourn.

Action: Commissioner Cavanaugh moved to adjourn the December 17th, 2014 monthly Police Commission Meeting.

Seconded by Commissioner Howe.

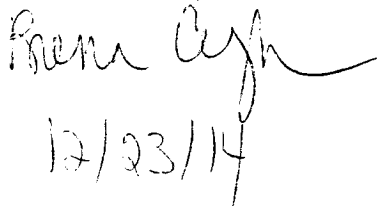
On a Voice Vote: The motion passed unanimously to adjourn the December 17th, 2014 monthly Police Commission Meeting at 6:20 p.m.

IX. NEXT MEETING: WEDNESDAY, January 21st, 2014, in the Eileen Dondero Foley Council Chambers, Portsmouth City Hall, at 6:00 p.m.



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

Brenna Cavanaugh



12/23/14

CHIEF'S REPORT



State of New Hampshire
POLICE STANDARDS & TRAINING COUNCIL
ARTHUR D. KEHAS
LAW ENFORCEMENT TRAINING FACILITY & CAMPUS
17 Institute Drive — Concord, N.H. 03301-7413
603-271-2133 FAX 603-271-1785
TDD Access: Relay NH 1-800-735-2964



Sheriff Michael L. Prozzo, Jr.
Chairman

Donald L. Vittum
Director

December 22, 2013

REC'D JAN - 5 2015

Chief Steven Dubois
Portsmouth Police Department
3 Junkins Avenue
Portsmouth, NH 03801

Dear Chief Dubois,

This letter is to confirm that the Police Standards & Training Council, at their meeting on December 16, 2014, approved your requested training grant for a maximum of \$837.50 for Lt. Darrin Sargent to attend the Leadership Seacoast Program running January – June, 2015.

Rental car fees are not a permissible expense under the Council's published guidelines, and disbursement of grant funds will be made only after the department sends PSTC staff all receipts for expenses incurred in conjunction with the training. Upon the officer's completion of the program, the Council requires that the department forward certificates of completion from the training organization to my attention. These certificates of completion must accompany the receipts in order to receive reimbursement of training grant funds.

Further, the Council has instituted a policy regarding the disbursement and distribution of training grant funds; that is, when training grants are awarded the agency will have **30 days** from the completion date of the approved training to submit all required paperwork to receive reimbursement. If the agency does not comply with this policy, the approved monies will be returned to the Specialized Training Grant Fund to fund future grant requests.

If you have any questions regarding this matter, please feel free to contact me at 271-8278.

Sincerely,

Captain Benjamin R. Jean
Support Bureau Commander

****IN THE INTEREST OF PERSONAL AND BUSINESS I.D. SECURITY, WE NO LONGER PHOTOCOPY PERSONAL AND BUSINESS CHECKS TO SHOW GRANTS, DONATIONS, ETC. RECEIVED BY THE DEPARTMENT.**

1. DONATIONS:

- a. **A DONATION IN THE AMOUNT OF \$50 FROM LYNNE HOWARD IN SUPPORT OF THE PORTSMOUTH POLICE EXPLORERS POST.**

Financial Reports

FY15 YEAR TO DATE SUMMARY

December 31, 2014

Appropriated Budget	YTD Expenses and Encumbrances	Available Balance	% of Budget Used
9,354,354	5,356,586	3,997,768	57.26%

Minus Annualized Expenditures

(155,203)	(155,203)	Leave at Termination
(1,414,956)	(1,414,956)	Health Insurance
(124,201)	(124,201)	Workers Compensation

ACTUALS

7,659,994	3,662,226	3,997,768	47.81%
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% Through FY	50.00%
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PATROL DIVISION REPORT

Crime Comparison Report For the period ending 11/30/2014

Group A Crimes Against Persons

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Murder/Non-negligent Manslaughter	2014													
	2013				1									1
	Pct				n/a									n/a
Kidnaping/ Abduction	2014				3			1	1			2		7
	2013	1	2	2						1	2			8
	Pct	n/a	n/a	n/a	n/a			n/a	n/a	n/a	n/a	n/a		-13%
Forcible Rape	2014	2		3	3	2	2		1	1				14
	2013		1	1	2	3		2			3			12
	Pct	n/a	n/a	+200%	+50%	-33%	n/a	n/a	n/a	n/a	n/a	n/a		+17%
Forcible Sodomy	2014													
	2013		1		1					2				4
	Pct		n/a		n/a					n/a				n/a
Sexual Assault with an Object	2014													
	2013										1			1
	Pct										n/a			n/a
Forcible Fondling	2014			2	1		1	3	2	3	1	1		14
	2013	2	2	1		1	2	1			1	3		13
	Pct	n/a	n/a	+100%	n/a	n/a	-50%	+200%	n/a	n/a	0%	-67%		+8%
Aggravated Assault	2014	6	1		3	1	2	1	1	2		2		19
	2013	3	1	4	1				2	5	2	2		20
	Pct	+100%	0%	n/a	+200%	n/a	n/a	n/a	-50%	-60%	n/a	0%		-5%
Simple Assault	2014	18	14	15	24	13	18	19	15	16	10	20		182
	2013	18	15	14	15	18	25	33	21	15	13	14		201
	Pct	0%	-7%	+7%	+60%	-28%	-28%	-42%	-29%	+7%	-23%	+43%		-9%
Intimidation	2014	17	12	10	5	7	13	11	13	8	5	12		113
	2013	10	7	9	17	10	4	7	10	7	12	2		95
	Pct	+70%	+71%	+11%	-71%	-30%	+225%	+57%	+30%	+14%	-58%	+500%		+19%
Incest	2014			1							1			2
	2013			1		1								2
	Pct			0%		n/a					n/a			0%
Statutory Rape	2014	1		2										3
	2013			1			1							2
	Pct	n/a		+100%			n/a							+50%
Total Crimes Against Persons	2014	44	27	33	39	23	36	35	33	30	17	37		354
	2013	34	29	33	37	33	32	43	33	30	34	21		359
	Pct	+29%	-7%	0%	+5%	-30%	+13%	-19%	0%	0%	-50%	+76%		-1%

Filters/Options Applied

Date Used Report Date used

Crime Comparison Report For the period ending 11/30/2014

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Robbery	2014						2							2
	2013	2	3	3		2			1	1				12
	Pct	n/a	n/a	n/a		n/a	n/a		n/a	n/a				-83%
Arson	2014					1					1			2
	2013					1		1				1		3
	Pct					0%		n/a			n/a	n/a		-33%
Burglary/ Breaking and Entering	2014	3	1	4	2	5	5	3	6	6	4	4		43
	2013	5	7	7	3	6	5	2	5	6	2	4		52
	Pct	-40%	-86%	-43%	-33%	-17%	0%	+50%	+20%	0%	+100%	0%		-17%
Larceny (pick-pocket)	2014													
	2013		1	1								1		3
	Pct		n/a	n/a								n/a		n/a
Larceny (purse snatching)	2014		1			1						1		3
	2013		1	2	1									4
	Pct		0%	n/a	n/a	n/a						n/a		-25%
Larceny (shoplifting)	2014	7	9	10	5	5	8	7	8	7	7	6		79
	2013	4	11	9	8	9	7	7	7	4	5	5		76
	Pct	+75%	-18%	+11%	-38%	-44%	+14%	0%	+14%	+75%	+40%	+20%		+4%
Larceny (from building)	2014	18	9	11	15	13	9	9	8	12	11	9		124
	2013	15	15	12	14	10	6	6	10	14	17	7		126
	Pct	+20%	-40%	-8%	+7%	+30%	+50%	+50%	-20%	-14%	-35%	+29%		-2%
Larceny (from coin operated machines)	2014									1				1
	2013							1						1
	Pct							n/a		n/a				0%
Larceny (from motor vehicles)	2014	8	8	13	7	4	6	20	7	14	9	4		100
	2013	14	6	7	9	10	9	12	17	7	18	7		116
	Pct	-43%	+33%	+86%	-22%	-60%	-33%	+67%	-59%	+100%	-50%	-43%		-14%
Larceny (of motor vehicle parts)	2014	2		1	1	2	1	1	3	2	1	1		15
	2013	4	2	2	1		3			1	1	2		16
	Pct	-50%	n/a	-50%	0%	n/a	-67%	n/a	n/a	+100%	0%	-50%		-6%
Larceny (all other)	2014	4	8	7	11	12	13	9	17	13	11	14		119
	2013	12	6	9	11	12	15	19	20	11	14	11		140
	Pct	-67%	+33%	-22%	0%	0%	-13%	-53%	-15%	+18%	-21%	+27%		-15%
Motor Vehicle Theft	2014			1	1	1	4	1	1	1	4	1		15
	2013	2	3		2	3	2	1	4	2	2	2		23
	Pct	n/a	n/a	n/a	-50%	-67%	+100%	0%	-75%	-50%	+100%	-50%		-35%

Filters/Options Applied

Date Used	Report Date used

Crime Comparison Report For the period ending 11/30/2014

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Counterfeit/ Forgery	2014	4	1	4	4	1	2	1	1	4	4	1		27
	2013	2	2		1	3	2	1		4	5	3		23
	Pct	+100%	-50%	n/a	+300%	-67%	0%	0%	n/a	0%	-20%	-67%		+17%
Fraud (false pretense;swindle)	2014	6	3	3	3	2	3		2	2	2	2		28
	2013	4	5	2	3	4	4	1	7	3	3	3		39
	Pct	+50%	-40%	+50%	0%	-50%	-25%	n/a	-71%	-33%	-33%	-33%		-28%
Fraud (credit/debit card;ATM)	2014	2	2	5	1		4	10	1	5	6	4		40
	2013	9	4	3	2	2	5	1	1	2	4	1		34
	Pct	-78%	-50%	+67%	-50%	n/a	-20%	+900%	0%	+150%	+50%	+300%		+18%
Fraud (impersonation)	2014	1			3	3	2	1	1		1	1		13
	2013	2	2	5	5		2	2	1	1	3	3		26
	Pct	-50%	n/a	n/a	-40%	n/a	0%	-50%	0%	n/a	-67%	-67%		-50%
Fraud (wire)	2014													
	2013											1		1
	Pct											n/a		n/a
Embezzlement	2014	1			1	2				1				5
	2013					1								1
	Pct	n/a			n/a	+100%				n/a				+400%
Stolen Property	2014	4	2	4	5	1		2	4	1	3			26
	2013	2	2	1	3	8	5	3	4	1		3		32
	Pct	+100%	0%	+300%	+67%	-88%	n/a	-33%	0%	0%	n/a	n/a		-19%
Destruction of Property/Vandalism	2014	33	17	17	19	19	30	23	19	18	18	11		224
	2013	18	20	21	23	24	27	41	27	17	25	25		268
	Pct	+83%	-15%	-19%	-17%	-21%	+11%	-44%	-30%	+6%	-28%	-56%		-16%
Total Crimes Against Property	2014	93	61	80	78	72	89	87	78	87	82	59		866
	2013	95	90	84	86	95	92	98	104	74	99	79		996
	Pct	-2%	-32%	-5%	-9%	-24%	-3%	-11%	-25%	+18%	-17%	-25%		-13%

Filters/Options Applied

Date Used

Report Date used

Crime Comparison Report For the period ending 11/30/2014

Group A Crimes Against Society

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2014	7	5	13	10	10	16	17	12	14	20	6		130
	2013	3	4	7	5	16	6	7	9	4	4	5		70
	Pct	+133%	+25%	+86%	+100%	-38%	+167%	+143%	+33%	+250%	+400%	+20%		+86%
Drug Equipment Violations	2014		2											2
	2013													
	Pct		n/a											n/a
Pornography/Obscene Material	2014							1	1			1		3
	2013		1							2		1		4
	Pct		n/a					n/a	n/a	n/a		0%		-25%
Gambling (operating;promoting)	2014													
	2013							1						1
	Pct							n/a						n/a
Prostitution	2014		1	1										2
	2013	2	1	2				2			1			8
	Pct	n/a	0%	-50%				n/a			n/a			-75%
Assisting/Promoting Prostitution	2014							1			1			2
	2013													
	Pct							n/a			n/a			n/a
Weapon Law Violations	2014	2								1		1		4
	2013	1	1			2		1						5
	Pct	+100%	n/a			n/a		n/a		n/a		n/a		-20%
Total Crimes Against Society	2014	9	8	14	10	10	16	19	13	15	21	8		143
	2013	6	7	9	5	18	6	11	9	6	5	6		88
	Pct	+50%	+14%	+56%	+100%	-44%	+167%	+73%	+44%	+150%	+320%	+33%		+63%

Filters/Options Applied

Date Used	Report Date used

Crime Comparison Report For the period ending 11/30/2014

Group B Crimes

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2014			3		1				2	1	1		8
	2013			3				3		1		1		8
	Pct			0%		n/a		n/a		+100%	n/a	0%		0%
Curfew/Loitering/Vagrancy	2014							1		1				2
	2013				1							1		2
	Pct				n/a			n/a		n/a		n/a		0%
Disorderly Conduct	2014	5	2	5	9	6	8	5	7	5	4	5		61
	2013	2	3	3	5	4	10	11	9	11	8	3		69
	Pct	+150%	-33%	+67%	+80%	+50%	-20%	-55%	-22%	-55%	-50%	+67%		-12%
Driving under Influence	2014	3	4	7	6	3	2	4	6	3	2	3		43
	2013	3	2	3	9	6	9	6	8	4	2	1		53
	Pct	0%	+100%	+133%	-33%	-50%	-78%	-33%	-25%	-25%	0%	+200%		-19%
Drunkenness	2014	4	12	6	11	20	12	12	9	11	17	14		128
	2013	11	6	12	11	19	19	27	21	15	20	10		171
	Pct	-64%	+100%	-50%	0%	+5%	-37%	-56%	-57%	-27%	-15%	+40%		-25%
Family Non Violent Offenses	2014	1		1		1	2	3	1		1	2		12
	2013	2	1	2			1			2	2			10
	Pct	-50%	n/a	-50%		n/a	+100%	n/a	n/a	n/a	-50%	n/a		+20%
Liquor Law Violations	2014	2	2	2	2	1		4	5	3	1	5		27
	2013	2	1	4	7	2	12	3	4	2	2	1		40
	Pct	0%	+100%	-50%	-71%	-50%	n/a	+33%	+25%	+50%	-50%	+400%		-33%
Runaways (under 18yr old)	2014	3		3	2	2	3	3	8	8	3			35
	2013	2	1	11	5	5	6	1	9	2	2			44
	Pct	+50%	n/a	-73%	-60%	-60%	-50%	+200%	-11%	+300%	+50%			-20%
Trespass of Real Property	2014	7	2	3	7	1	3	8	2	4	2	4		43
	2013	4	4	3	8	3	3	3	6	4	5	6		49
	Pct	+75%	-50%	0%	-13%	-67%	0%	+167%	-67%	0%	-60%	-33%		-12%
All Other Offenses	2014	30	20	29	20	17	31	25	21	29	25	23		270
	2013	18	14	25	17	27	20	28	20	35	28	16		248
	Pct	+67%	+43%	+16%	+18%	-37%	+55%	-11%	+5%	-17%	-11%	+44%		+9%
Total Group B Crimes	2014	55	42	59	57	52	61	65	59	66	56	57		629
	2013	44	32	66	63	66	80	82	77	76	69	39		694
	Pct	+25%	+31%	-11%	-10%	-21%	-24%	-21%	-23%	-13%	-19%	+46%		-9%

Filters/Options Applied

Date Used Report Date used