PORTSMOUTH POLICE COMMISSION MINUTES OF THE MAY 20TH, 2015 MONTHLY MEETING

12:00 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 May 20th, 2015 monthly police commission public session was called to order at 11:00 a.m. in the Wm. Mortimer Conference Room of the Police Department.

Action: Commissioner Cavanaugh 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 Howe.

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 went into non-public session at 11:01 a.m.

Chairman Golumb called the public session back to order at 12:00 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, Admin. Manager Karen Senecal, Exec. Assistant Kathleen Levesque

- II. PLEDGE OF ALLEGIANCE: Kathleen Levesque led the Pledge of Allegiance.
- III. ACCEPTANCE OF THE MINUTES OF THE MEETINGS HELD ON: April 29th, and May 13th, 2015

Action: Commissioner Howe moved to accept the minutes of the April 29th, and May 13th, 2015 meetings and place one copy on file.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the April 29th, and May 13th, 2015 meetings and place one copy of each on file.

- IV. PUBLIC COMMENT SESSION: None.
- V. UNFINISHED BUSINESS: None.
- VI. NEW BUSINESS:

A. POLICE COMMISSION:

Personnel items that require action:

Action: Commissioner Howe moved to appoint Officer Charley Raizes and Officer Duane Jacques to Master Patrol Officer status, effective June 27th 2015, their ten-year anniversary date.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to appoint Officer Charley Raizes and Officer Duane Jacques to Master Patrol Officer status effective June 27th, their ten-year anniversary date.

B. CHIEF OF POLICE

1. Donations:

At the request of retired chief David "Lou" Ferland, the following people have donated money equivalent to the purchase price of his book, "Historic Crimes & Justice in Portsmouth, New Hampshire", to the Portsmouth Police Explorer Cadet Post:

a.) \$19.95 from Ms. Cheryl Halepis

Action: Commissioner Cavanaugh moved to accept the donation of \$19.95 from Ms. Cheryl Halepis, and forward to the city council for their action.

Seconded by Commissioner Howe.

On a Voice Vote: The motion carried unanimously to accept the donation of \$19.95 from Ms. Cheryl Halepis and forward to the city council for their action.

b.) \$20.00 from Mr. & Mrs. Richard Salicito

Action: Commissioner Cavanaugh moved to accept the donation of \$20.00 from Mr. & Mrs. Richard Salicito, and forward to the city council for their action.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to accept the donation of \$20.00 from Mr. & Mrs. Richard Salicito and forward to the city council for their action.

c.) \$20.00 from Ms. Beth Wagner

Action: Commissioner Cavanaugh moved to accept the donation of \$20.00 from Ms. Beth Wagner, and forward to the city council for their action.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to accept the donation of \$20.00 from Ms. Beth Wagner and forward to the city council for their action.

Commissioner Howe asked Chief DuBois about the status of the donations made to produce Public Services Announcements regarding the Department's Opiate Addiction Initiative. Chief DuBois said after receiving the initial donations, they met with a producer and discussed the production of several pieces of media; 30 second spots that would be suitable for social media and radio, and another longer piece suitable for television. The price tag to do all this is about \$10,000. We are half-way to that number. The department continues to seek donations for the remaining amount.

2. Financial Report – Karen Senecal briefed the commission on the financial status of the department as we approach the end of the fiscal year, focusing in particular on the overtime accounts. She reported we are \$35,000 over spent on our OT line item, due to short staffing in patrol and dispatch. However, we have salary savings to offset this, and will finish the year in the black.

Commissioner Howe asked Karen if there was going to be a need for the commission to authorize the movement of funds between line items. Karen indicated that we will manage the disparity by under-spending on some other line items. She said the City Finance Director preferred this method of managing a situation of this type.

Commissioner Howe said he recalled the commission occasionally being asked in past budgets to authorize the movement of funds. Chief

DuBois said he believed those actions occurred on occasions where very large sums had to be moved in a particular circumstance.

3. Letter of Thanks and Appreciation from Outside the Department: Chief DuBois referenced a letter received from Greenland Police Chief Tara Laurent thanking him for the service and expertise of Detective Kristyn Bernier, who conducted a training for them on the proper use and application of the Lethality Assessment Protocol (LAP).

Commissioner Howe asked if domestic violence was a specialty of Det. Bernier. Chief DuBois explained the special detail assignment to detectives requires a wide range of skillsets, but that over the course of time in that department, most detectives develop an affinity or a particular type of specialization in certain areas through training schools and case assignments. He said other detectives have different specialties, like cold case work, the scope of juvenile issues, fraud, or cybercrimes.

VII. MISCELLANEOUS OTHER BUSINESS -

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.

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 May 20th, 2015 monthly Police Commission Meeting.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to adjourn the May 20th, 2015 monthly Police Commission Meeting at 12:10 p.m.

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

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:

May 20th, 2015 (Wednesday)

LOCATION &

TIME:

12:00 p.m., NOON, 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:
 April 29th, May 13th, 2015
- IV. <u>PUBLIC COMMENT</u>
 Individual comment is limited to three minutes.
- V. UNFINISHED BUSINESS: None.

VI. NEW BUSINESS:

A. POLICE COMMISSION:

Personnel items that require action.

(Anticipated Action: Appoint Officer Raizes to Master Patrol Officer status)

B. CHIEF OF POLICE:

- Donations: At the request of retired chief David "Lou" Ferland, the following people have donated money equivalent to the purchase price of his book, "Historic Crimes & Justice in Portsmouth, New Hampshire", to the Portsmouth Police Explorer Cadet Post:
 - a.) \$19.95 from Ms. Cheryl Halepis
 - b.) \$20 from Mr. & Mrs. Richard Salicito
 - c.) \$20 from Ms. Beth Wagner

(Anticipated Action: Accept the donations and forward to the city council for their action.)

- 2. Financial Report
- 3. Letters of Thanks & Appreciation from Outside the Department
 - a.) A letter of thanks from Greenland Police Chief Tara Laurent for the instruction of Detective Bernier on the proper use of the Lethality Assessment Protocol (LAP) in cases of domestic violence. Detective Bernier conducted a full department training for the Greenland Police Department.

C. PATROL DIVISION:

This report is included in the commission packet.

VII. COURT OFFICE REPORT

This report is included in the commission packet.

- VIII. NEXT REGULAR MEETING: The next monthly police commission meeting is tentatively scheduled for June 17th, in the Eileen Dondero Foley Council Chambers, with the public session reconvening at 6:00 p.m. The commissioner's personal work schedules sometimes necessitate changes in the meeting schedule; please check the meetings calendar on the city's webpage as the meeting date gets closer.
- IX. MISCELLANEOUS/OTHER BUSINESS None

X. MOTION TO ADJOURN

(Anticipated Action: Chairman Golumb will ask for a motion to adjourn the meeting.)

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.

Katho Lovique

(Posted on May 19th, 2015)
Brenna Cavanaugh, Clerk of the Commission

MINUTES OF PREVIOUS MEETING(S)

PORTSMOUTH POLICE COMMISSION MINUTES OF THE MAY 13TH, 2015 MONTHLY MEETING

5:00 p.m. Public Session - Eileen Dondero Foley Council Chambers, City Hall

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

 CALL TO ORDER: The May 13th, 2015 monthly police commission public session was called to order at 5:00 p.m. in the Wm. Mortimer Room of the Police Department.

Present during the public session: Commissioners Golumb, Howe, and Cavanaugh, Exec. Assistant Kathleen Levesque

- II. PLEDGE OF ALLEGIANCE: Chairman Golumb led the Pledge of Allegiance.
- III. NEW BUSINESS:

A. POLICE COMMISSION:

Items that require action:

- Grants from the New Hampshire Highway Safety Department as follows:
 - a.) A grant in the amount of \$8,580 has been received from NH Highway Safety for DWI/DUI patrols.

Action: Commissioner Howe moved to accept the grant in the amount of \$8,580 from NH Highway Safety for DWI/DUI patrols and forward to the city council for their action.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the grant and forward to the city council for their action.

b.) A grant in the amount of \$6,864 has been received from NH Highway Safety for Sobriety Checkpoints in Portsmouth. Action: Commissioner Howe moved to accept the grant in the amount of \$6,864 from NH Highway Safety for Sobriety Checkpoints and forward to the city council for their action. Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the grant and forward to the city council for their action.

c.) A grant in the amount of \$6,292 has been received from NH Highway Safety for Pedestrian Patrols to address j-walking and bicycle safety.

Action: Commissioner Howe moved to accept the grant in the amount of \$6,292 from NH Highway Safety to address j-walking and bicycle safety and forward to the city council for their action.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the grant and forward to the city council for their action.

d.) A grant in the amount of \$6,292 has been received from NH Highway Safety for Enforcement Patrols addressing speed issues in Portsmouth.

Action: Commissioner Howe moved to accept the grant in the amount of \$6,292 from NH Highway Safety for Enforcement Patrols addressing speed issues in Portsmouth and forward to the city council for their action.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the grant and forward to the city council for their action.

 e.) A grant in the amount of \$6,292 has been received from NH Highway Safety to address red light running in Portsmouth.

Action: Commissioner Howe moved to accept the grant in the amount of \$6,292 from NH Highway Safety to address red-light running in Portsmouth and forward to the city council for their action.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the grant and forward to the city council for their action.

IV. NEXT REGULAR MEETING: WEDNESDAY, May 20th, 2015, in the Eileen Dondero Foley Council Chambers, Portsmouth City Hall, at NOON. Please note the time change.

V. MOTION TO ADJOURN

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

Action: Commissioner Cavanaugh moved to adjourn the May 13th, 2015 monthly Police Commission Meeting.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to adjourn the May 13th, 2015 monthly Police Commission Meeting at 5:05 p.m.

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

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PORTSMOUTH POLICE COMMISSION MINUTES OF THE APRIL 29TH, 2015 MONTHLY MEETING

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

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

 CALL TO ORDER: The April 29th, 2015 monthly police commission public session was called to order at 5:10 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 went into non-public session at 5:10 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, Admin. Manager Karen Senecal, Exec. Assistant Kathleen Levesque, sworn officers and their families

- II. PLEDGE OF ALLEGIANCE: Comm. Howe led the Pledge of Allegiance.
- III. ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON: February 18th, 2015

Action: Commissioner Howe moved to accept the minutes of the February 18th, 2015 meeting and place one copy on file.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to accept the February 18th, 2015 meeting and place one copy on file.

- IV. PUBLIC COMMENT SESSION: None.
- V. UNFINISHED BUSINESS: None.
- VI. NEW BUSINESS:

A. POLICE COMMISSION:

Personnel items that require action:

At the request of Chief DuBois, Chairman Golumb suspended the agenda to move to items 1. – 3. under, **B. CHIEF OF POLICE**, in consideration of the on-duty officers and the families of the officers being recognized.

B. CHIEF OF POLICE

- 1. Chief DuBois announced that Officer Aaron Stacy received the Portsmouth Police Life Saving Medal last Friday for his actions in connection with a house fire in the pre-dawn hours of March 4th, 2015, and read the Award Certificate recounting the call. When it was learned Officer Stacy would not be able to attend tonight's commission meeting, Chief DuBois awarded Officer Stacy his medal at roll call last Friday evening in the company of his peers.
- Chief DuBois awarded Commendations to Officer Charley Raizes, Officer Matt Young, and Officer Roland Dupuis for their actions in response to a report of home invasions by an armed man.
- Three new full-time officers were sworn in. Their names are: Officer Thompson, "T.J." Potter, Officer William Werner, and Officer Derryen Plante.

The Chair returned to the agenda at: **A. POLICE COMMISSION:** Personnel items that require action.

Action: Commissioner Howe moved the commission appoint Sgt. Chris Kiberd to permanent status effective March 3, 2015.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion passed unanimously to appoint Sgt. Chris Kiberd to permanent status effective March 3, 2015.

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- 4. Chief DuBois congratulated K-9 Officer Steven Blanding and K-9 "Max" on their recent certification in patrol work. Both K-9 teams are now certified in patrol and narcotics.
- 5. Grants & Donations:
 - a.) A grant in the amount of \$2,574 has been received from the New Hampshire Highway Safety Agency. The grant will fund the "Join the NH Clique" Seat Belt Campaign.

Action: Commissioner Howe moved to accept the grant in the amount of \$2,574 from the New Hampshire Highway Safety Agency and forward to the city council for their action.

Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion carried unanimously to accept the grant in the amount of \$2,574 from the New Hampshire Highway Safety Agency and forward to the city council for their action.

b.) A grant in the amount of \$110,000 from the New Hampshire Department of Safety, Homeland Security and Emergency Management for a multi-jurisdictional emergency preparedness exercise. Portsmouth police will provide grant management of the funds for this exercise.

Action: Commissioner Howe moved to accept the grant in the amount of \$110,000 from the New Hampshire Department of Safety, Homeland Security and Emergency Management and forward to the city council for their action. Seconded by Commissioner Cavanaugh.

On a Voice Vote: The motion carried to accept the grant in the amount of \$110,000 from the New Hampshire Department of Safety, Homeland Security and Emergency Management and forward to the city council for their action.

c.) A donation in the amount of \$300 from Mr. and Mrs. David Brown in support of the Portsmouth Police Explorer Cadets. Every other year, the Browns provide scholarship funding for two cadets to attend the Police Cadet Academy. The Browns have been doing this for a number of years.

Action: Commissioner Howe moved to accept the donation of \$300 from Mr. and Mrs. David Brown in support of the Portsmouth Police Explorer Cadets.

Seconded by Commissioner Cavanaugh.

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On a Voice Vote: The motion passed unanimously to accept the donation of \$300 from Mr. and Mrs. David Brown in support of the Portsmouth Police Explorer Cadets and forward to the city council for their action.

d.) A donation in the amount of \$79.48 from retired Chief David "Lou" Ferland, in support of the Police Explorer Cadets. Chief Ferland continues to donate proceeds from the sales of his book, "Historic Crimes and Justice in Portsmouth, New Hampshire" to the Portsmouth Police Explorer Cadet Post.

Action: Commissioner Howe moved to accept the donation in the amount of \$79.48 from retired chief David "Lou" Ferland, and forward to the city council for their action.

Seconded by Commissioner Cavanaugh. Commissioner Cavanaugh thanked both the Browns and retired chief Ferland for their ongoing generosity.

On a Voice Vote: The motion passed unanimously to accept the donation of \$79.48 from retired chief David "Lou" Ferland, and forward to the city council for their action.

Karen Senecal briefed the commission on the financial status of the department as we approach the end of the fiscal year. Ms. Senecal said we will end the year in the black.

6. Letters of Thanks and Appreciation from Outside the Department. Chief DuBois summarized two letters of thanks, one from Chief Furlong of the Mont Vernon Police Department, thanking us for the help of Det. Sgt. Tom Grella, and Det. Mike Leclair in an Internet Crimes Against Children case, and one from J. V. Biondi, president of Casey Company, for the professional and dependable assistance of the Portsmouth Police Officers who helped them with traffic control in the moving of large scale equipment for Westinghouse Electric.

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.

Minutes of Monthly Police Commission Meeting April 29th, 2015 Page 5 of 6

Chairman Golumb announced the date and time of the next police commission meeting: May 20th, 2015, at NOON, in the Eileen Dondero Foley Council Chambers.

VII. MISCELLANEOUS OTHER BUSINESS -

Action: Commissioner Cavanaugh moved the police department begin an exploratory process to look into accreditation for the department.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to begin an exploratory process to look into accreditation for the department.

Commissioner Cavanaugh asked to speak to the motion; the chair assented.

Commissioner Cavanaugh said she spoke with the Chairman of the Northern New England Police Accreditation Coalition, who has offered to come down and make a presentation on accreditation. Commissioner Cavanaugh felt we should wait until things calm down a bit; the department is currently understaffed and has a lot going on. But perhaps as we enter the fall we should schedule such a presentation. She then asked Chief DuBois what he knew about the process of accreditation. He said it was a 2-3 year process, it was expensive, over \$10,000, and it was involved. It is a complex process and cannot just be added to someone's duties, but would require the hiring of an accreditation manager. He also said one of the difficult aspects when you have an agency where there is collective bargaining as we have here, the accreditation requirements have to be wedged into the collective bargaining agreements and each may require something that is at odds with the other.

Commissioner Howe said he felt it would be an investment. Chief DuBois said he agreed it would be an investment, but said other people would have to also agree that it was an investment.

Commissioner Cavanaugh said there is an \$11,000 initial fee, and a \$4,000 annual fee to maintain accreditation. All three commissioners felt it would be worth exploring.

The Chair asked Chief DuBois if he would give them a brief update on the Webber/Goodwin trial in Dover. The Chief said he has been attending the trial all week and will attend the remainder of the trial. He said nothing has come out during the trial that has not already been covered in the newspaper from the depositions, but he would continue to attend and monitor the proceedings.

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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 April 29th, 2015 monthly Police Commission Meeting.

Seconded by Commissioner Howe.

On a Voice Vote: The motion passed unanimously to adjourn the April 29th, 2015 monthly Police Commission Meeting at 6:42 p.m.

IX. NEXT MEETING: WEDNESDAY, May 20th, 2015, in the Eileen Dondero Foley Council Chambers, Portsmouth City Hall, at NOON. Please note the time change.

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

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CHIEF'S REPORT

**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.

- A.) Donations: At the request of retired chief David "Lou" Ferland, the following people have donated money equivalent to the purchase price of his book, "Historic Crimes & Justice in Portsmouth, New Hampshire", to the Portsmouth Police Explorer Cadet Post:
 - a.) \$19.95 from Ms. Cheryl Halepis
 - b.) \$20 from Mr. & Mrs. Richard Salicito
 - c.) \$20 from Ms. Beth Wagner

Financial Reports FY15 YEAR TO DATE SUMMARY April 30, 2015

7,659,994

Appropriated Budget	YTD Expenses and Encumbrances	Available Balance	% of Budget Used
9,354,354	7,843,378	1,510,976	83.85%
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	Adjusted Budget Totals w/o Annualized Exp.	7,659,994				6,149,018	1,510,976	80.27%			



By Line Item -YEAR TO DATE SUMMARY April 30, 2015

79.41% % of Adjusted Budget Used 76.91% #DIV/0i 0.00% 77.90% #DIV/0i 31.54% 0.00% 89.69% 40.00% 54.69% #DIV/0i 59.02% 94.62% 78.09% 98.14% YTD Expenditures of w/o Annualized Expenses 138,712 12,467 86,668 422,593 3,250 33,756 9,516 0 68,544 1,797 32,101 800,671 3,047,659 (155,203) 0 0 0 0 (1,414,956) 0 Minus Annualized 0 0 0 0 0 0 98.14% 100.00% 40.00% 0.00% 59.02% 100.00% #DIV/0 % of Budget Used 68.77% 83.33% 54.69% 79.41% 77.90% 94.62% 31.54% 20,583 227,204 12,032 39,354 7,052 15,949 675 7,885 22,290 900 24,047 13,691 Available Balance 3,000 \$ 422,593 \$ 86,668 32,101 68,544 1,414,956 3,047,659 Year to Date Expenses (8) (555) (323) (442) External Funding Recon & Projections (Jul-Apr) (1,225)Misc Recon (25, Encumbered EXPENSES 69,922 6,723 178 6,531 1,920 11,532 1,391 975 167 108,594 3 pays APRIL 84.615% 2,263 \$ 446,640 \$ 3,600 \$ 126,022 154,661 17,401 1,027,875 10,302 54,391 1,414,956 62,481 Budget % Through FY 60 60 O/T Background Investigation Salaries Uniform Personnel Insurance Reimbursement 012041 Commissioner Stipend Anticipated Expenses Leave At Termination Holiday Premium Pay Title Court Witness Fees Education Stipend Part Time Salaries Reimbursable O/T Insurance-Dental Insurance-Health Regular Salaries Training Stipend Shift Differential 021501 Insurance-Life O/T Education Special Detail 014041 Overtime 021101 019002 Account 021001 014042 014055 018042 011001



By Line Item -YEAR TO DATE SUMMARY April 30, 2015

April	April 30, 2015										
		% Through FY	APRIL 84.615%	Encumbered	Misc Recon					-	-
Account	Title	Budget	EXPENSES 3 pays	EXPENSES	External Funding Recon & Projections (Jul-Apr)	Year to Date Expenses	Available Balance	% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
021601	Insurance-Disability	\$ 2,738	\$ 202	49	69	\$ 1,976	\$ 762	72.16%	0	1,976	72.16%
021602	Insurance-A&D	\$ 72	\$	s	9	\$ 56	\$ 16	77.78%	0	99	77.78%
021701	021701 Insurance-LTD	s	69	69	s,	s	s	#DIV/OI	0	0	#DIV/0i
022001	Social Security	\$ 80,102	\$ 8,000		69	\$ 59,436	\$ 20,666	74.20%	0	59,436	74.20%
022501	Medicare	\$ 80,692	\$ 8,599	s	\$ (372)	\$ 63,925	\$ 16,767	79.22%	0	63,925	79.22%
023001	Retirement	\$ 122,742	\$ 13,222	69		\$ 98,832	\$ 23,910	80.52%	0	98,832	80.52%
023002	Retirement-Officers	\$ 1,117,272	\$ 121,146	69	\$ (6,963)	\$ 923,134	\$ 194,138	82.62%	0	923,134	82.62%
025001	Unemployment Compensation	s	49	9				#DIV/0i	0	0	#DIV/O
026002	Insurance-Workers Comp	\$ 124,201		\$ 15,291	s	\$ 124,201	(0)	100.00%	(124,201)	0	0.00%
033001	Prof Services-Temp	69		s	s	9		#DIVIO	0	0	#DIV\0
034101	Pagers	\$ 200	65	s			\$ 200	0.00%	0	0	0.00%
034103	Telephone	\$ 13,908	\$ 1,004	69		\$ 5,395	\$ 8,513	38.79%	0	5,395	38.79%
034104	Cellular Phones	\$ 20,186	\$ 2,353	s		\$ 19,312	\$ 874	95.67%	0	19,312	95.67%
034203	Computer/Software Maint.	\$ 77,012	\$ 8,531	s	so.	\$ 69,255	\$ 7,757	89.93%	0	69,255	89.93%
035003	Blood Alcohol Tests	s	69	69	s			#DIV/0i	0	0	#DIV/0i
039001	Professional Services	\$ 19,427	\$ 110	s	s	\$ 9,594	\$ 9,833	49.38%	0	9,594	49.38%
039009	Prof/Serv-Hiring	\$ 7,534	\$ 1,620	s	s	\$ 6,683	\$ 851	88.71%	0	6,683	88.71%
039070	Professional Services	69			s			#DIV/0i	0	0	#DIV/0i
043010	Repairs-Vehicle by Outside	\$ 59,321	\$ 5,538		50	\$ 31,520	\$ 27,801	53.13%	0	31,520	53.13%
043012	Repairs-Communication	\$ 1,656		s	60	\$ 345	\$ 1,311	20.83%	0	345	20.83%
043018	Repairs-Equipment	\$ 9,725	s	s		\$ 1,548	\$ 8,177	15.92%	0	1,548	15.92%



By Line Item -YEAR TO DATE SUMMARY April 30, 2015

% of Adjusted Budget Used 23.87% 78.64% 61.38% #DIV/0i 0.00% #DIV/0 37.07% 8.66% 58.16% 84.44% 0.00% 135.50% #DIV/0 29.54% 86.61% 79.30% (165) YTD Expenditures w/o Annualized 0 4,815 2,905 65,065 1,259 23,819 7,475 11,552 12,939 1,721 0 4,434 2,850 948 0 0 0 0 Minus Annualized 0 0.00% 8.66% 72.48% 40.82% 84.44% 99.49% #DIV/0i 86.61% #DIV/0 37.07% 78.64% 23.87% % of Budget Used (761)4,013 2,535 1,204 17,135 7,083 3,062 1,377 59 165 2,001 6,797 Available Balance 11,552 \$ 2,111 (165) 23,819 65,065 12,939 1,721 2,850 Year to Date Expenses External Funding Recon & Projections (Jul-Apr) Misc Recon Encumpered 1,256 EXPENSES 239 475 (99) 1,110 83 29 8 266 3 pays APRIL 84.615% 8,852 \$ 5,173 \$ 11,611 40,954 000'901 2,624 9,647 14,940 % Through FY Budget Dues Professional Organization Motorola Portable Batteries Computer/Printer Supplies Rental Other Equipment Miscellaneous Supplies Travel and Conference Title Property Insurance Training-Education Meeting Supplies Copying Supplies Printing Supplies Vehicle Repairs Repairs-Vehicle Photo Supplies Office Supplies Court Mileage Advertising Gasoline 063501 066001 Account 057101 062010 063001 043024 057103



By Line Item -YEAR TO DATE SUMMARY April 30, 2015

		% Through FY	>	84.615%	-									+	+
Account	Title	Budget		EXPENSES 3 pays	200	EXPENSES	Fundir & Pro (Ju	External Funding Recon & Projections (Jul-Apr)	Year to Date Expenses	Available Balance		% of Budget Used	Minus Annualized Expenses	YTD Expenditures w/o Annualized Expenses	% of Adjusted Budget Used
066002	Vehicle Outfit	s	12,712 \$	1,046	69		w	-	\$ 4,827	\$ 7.	7,885	37.97%	0	4,827	37.97%
067001	Books and Periodicals	s	8,339 \$	28	69	3.5	s	-	\$ 4,584	3.	3,755	54.97%	0	4,584	54.97%
068001	Clothing Allowance	s,	52,477 \$		69		s	1	\$ 51,059	S 1,	1,418	97.30%	0	51,059	97.30%
068002	Clothing	s	14,253 \$	532	8	8,358	w	(376)	\$ 13,758	s	495	96.53%	0	13,758	96.53%
069004	Chief's Expense	s	2,144 \$	557	2	,	s	•	\$ 1,044	5	1,100	48.70%	0	1,044	48.70%
072006	Construction	w		323	69		v			69	,	#DIV/0i	0	0	#DIV/0i
074001	Equipment	s	45,550 \$	3,560	s	,	w		\$ 15,162	49	30,388	33.29%	0	15,162	33.29%
074003	Software	69	105 \$	324	69		w		\$ 2,924	s	(2,819)	2784.70%	0	2,924	2784.70%
075001	Furniture and Fixtures	69	3,731 \$		69	933	w		\$ 9,450	s	(5,719)	253.29%	0	9,450	253.29%
076002	Vehicles Police	69		33	9				s	s	-	#DIV/0I			
078001	Miscellaneous Costs (External)	69			s,	,	w	1	s	v	+	#DIV/0i	0	0	#DIV/0i
081031	FEMA Reimbursement	w		134	s,		w			w		#DIV/0i	0	0	#DIV/OI
091005	Transfer from Parking	8	\$ (000'08)		69		w	12,308	\$ (67,692)	60	(12,308)	84.62%	0	(67,692)	84.62%
091006	Transfer from School	49					s	6,154	\$ (33,846)	w	33,846	#DIV/0i	0	(33,846)	#DIN/IOI
	TOTAL	\$ 9,35	9,354,354 \$	796,682	2 \$	25,839	s	(7,481)	\$ 7,843,378	\$ 1,510,976	976	83.85%	(1,694,360)	6,149,018	80.27%
	Annualized Exp.														
	Leave at Term		(155,203)					octi							
	Health Insurance	\$ (1,4"	(1,414,956)						\$ (1,414,956)						
	Workers Compensation	s (1,69	(124,201)						\$ (124,201) \$ (1,694,360)						

80.27%

1,510,976

6,149,018 \$

7,659,994

Adjusted Budget Totals w/o Annualized Exp. \$



Chief of Police

Greenland Police Department P.O. Box 100 579 Portsmouth Avenue

579 Portsmouth Avenue
Greenland, New Hampshire 03840-0100
www.greenlandpd.us



Business Tel. (603) 431-4624 Fax (603) 431-4415

May 6, 2015

Portsmouth Police Department Attn: Chief Steve Dubois 3 Junkins Ave Portsmouth, NH 03801

Dear Chief Dubois,

I wanted to take a moment to thank you for allowing Det. Kristyn Bernier to assist the Greenland Police Department this week. After receiving a recent memorandum from Attorney General Foster regarding the use of the Lethality Assessment Protocol (LAP) in cases of domestic violence, my Sergeant began to look for someone to update our training. He was directed to Det. Bernier who immediately offered to assist us by conducting a full department training.

On Tuesday, May 4th, Det. Bernier came to our department meeting and provided a thorough educational instruction on the history, benefits and proper use of the LAP. Det. Bernier was very personable, knowledgeable and dynamic in her presentation. I was impressed with her extensive knowledge of domestic violence, including the underlying mental conditions, various research studies, and specific case examples. I can't say enough about what an outstanding job she did!

Det. Bernier is an exemplary representative of the Portsmouth Police Department!

Respectfully,

Tara L. Laurent Chief of Police De Julis

PATROL DIVISION REPORT

Portsmouth Police Department

Page: 1 of 5

	Group	A C	rime	es A	gai	nst	Per	son	S			18		
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Tota
Kidnaping/ Abduction	2015	1	2	3										6
	2014													
	Pct	n/a	n/a	n/a										n/a
Forcible Rape	2015	1	2	2										5
	2014	2		3										5
	Pct	-50%	n/a	-33%										0%
Forcible Fondling	2015													
	2014			2										2
	Pct			n/a						-				n/a
Aggravated Assault	2015	7	2	2										11
	2014	6	1											7
	Pct	+17%	+100%	n/a										+57%
Simple Assault	2015	11	13	13										37
	2014	20	14	15										49
	Pct	-45%	-7%	-13%								_		-24%
Intimidation	2015	16	7	5							-			28
	2014	18	11	10										39
	Pct	-11%	-36%	-50%										-28%
est	2015													
	2014			1										1
	Pct			n/a						-				n/a
Statutory Rape	2015													
	2014	1		2										3
	Pct	n/a		n/a										n/a
Total Crimes Against Persons	2015	36	26	25) POSS	To the	75(A)	COLUMN TO SERVICE	27 65		REL			87
	2014	47	26	33	1000		. DE 1/2	100	NYA 3		DOFE	200	130/18	106
	Pct	-23%	0%	-24%		3000	115261	77	10000	1000			1711	-18%

	Filters/Options Applied	
Date Used	Report Date used	
Time Period		

Portsmouth Police Department

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Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Robbery	2015	1	1											2
	2014													
	Pct	n/a	n/a											n/a
Burglary/ Breaking and Entering	2015	2	3											5
	2014	3	1	5										9
	Pct	-33%	+200%	n/a										-44%
Larceny (pick-pocket)	2015	1												1
	2014													
	Pct	n/a												n/a
Larceny (purse snatching)	2015													
	2014		1											1
	Pct		n/a											n/a
Larceny (shoplifting)	2015	14	10	5										29
	2014	10	7	9										26
	Pct	+40%	+43%	-44%										+12%
Larceny (from building)	2015	13	6	11									-	30
	2014	20	7	11										38
	Pct	-35%	-14%	0%										-21%
ceny (from motor vehicles)	2015	5	2	3										10
	2014	6	9	12										27
	Pct	-17%	-78%	-75%							4			-63%
Larceny (of motor vehicle parts)	2015		1	1										2
	2014	2		1										3
	Pct	n/a	n/a	0%										-33%
Larceny (all other)	2015	6	2	7										15
	2014	5	6	6										17
	Pct	+20%	-67%	+17%										-12%
Motor Vehicle Theft	2015	2	1	2										5
	2014			1										1
	Pct	n/a	n/a	+100%										+400%
Counterfeit/ Forgery	2015	1		1										2
	2014	4	1	4										9
	Pct	-75%	n/a	-75%										-78%
Fraud (false pretense;swindle)	2015	4	3	4										11
	2014	6	3	4										13
	Pct	-33%	0%	0%										-15%

The state of the s	Filters/Options Applied	
Date Used	Report Date used	
Time Period		

Portsmouth Police Department

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	Group	AC	rime	es A	gai	nst	Pro	perl	ty					
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fraud (credit/debit card;ATM)	2015	4	1	4										9
	2014	2	2	5										9
	Pct	+100%	-50%	-20%										0%
Fraud (impersonation)	2015	3	1	8										12
	2014	1												1
	Pct	+200%	n/a	n/a										+1100
Stolen Property	2015	1		2										3
	2014	4	3	3										10
	Pct	-75%	n/a	-33%										-70%
Destruction of Property/Vandalism	2015	11	5	16										32
	2014	34	17	17						-	_		-	68
	Pct	-68%	-71%	-6%										-53%
Total Crimes Against Property	2015	68	36	64	Mini				100		To de la	100	100	168
	2014	97	57	78		I FE	DE BOOK	1000						232
	Pct	-30%	-37%	-18%	1007	U DAY					1		3-12	-28%

	Filters/Options Applied	
Date Used	Report Date used	
Time Period		

Portsmouth Police Department

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	Group		411111	03 7	·gu	1131	500	J.C.L			1 100	999	0.15	Z. 188
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2015	4	9	9										22
	2014	6	6	12										24
	Pct	-33%	+50%	-25%										-8%
Drug Equipment Violations	2015													
	2014		2											2
	Pct		n/a											n/a
Prostitution	2015		1											1
	2014		1	1										2
	Pct		0%	n/a										-50%
Weapon Law Violations	2015			1										1
	2014	2												2
	Pct	n/a		n/a										-50%
Total Crimes Against Society	2015	4	10	10	14.00	UE	3		1300					24
	2014	8	9	13	2 8.8		Lone							30
	Pct	-50%	+11%	-23%	5-246	135				-112	17210	185 3		-20%

	Filters/Options Applied	
Date Used	Report Date used	
Time Period		

Portsmouth Police Department

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		G	rou	B	Crir	nes								
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2015	1		1										2
	2014			3										3
	Pct	n/a		-67%										-33%
Disorderly Conduct	2015	6	2	3										11
	2014	5	2	4										11
	Pct	+20%	0%	-25%										0%
Driving under Influence	2015	2	5	3										10
	2014	3	4	7										14
	Pct	-33%	+25%	-57%										-29%
Drunkenness	2015	8	7	11										26
	2014	4	12	6										22
	Pct	+100%	-42%	+83%										+18%
Family Non Violent Offenses	2015	1	2	4										7
	2014	1		1										2
	Pct	0%	n/a	+300%										+250%
Liquor Law Violations	2015	1	4											5
	2014	2	2	2										6
	Pct	-50%	+100%	n/a										-17%
naways (under 18yr old)	2015	3	2	1										6
	2014	3		3										6
	Pct	0%	n/a	-67%										0%
Trespass of Real Property	2015	1	3	1										5
	2014	7	2	3										12
	Pct	-86%	+50%	-67%										-58%
All Other Offenses	2015	34	17	14										65
	2014	29	20	28										77
	Pct	+17%	-15%	-50%										-16%
Total Group B Crimes	2015	57	42	38	5732	17850		1 2 13	13.35	IS.			2550	137
	2014	54	42	57	15		6000	1137				ST [8]		153
	Pct	+6%	0%	-33%	1300		1111111	UF CES	B. Tri	100			5053	-10%

Filters/Options Applied						
Date Used	Report Date used					
Time Period						