

**Police Advisory Committee  
April 24, 2017  
Cook Memorial Library – Tamworth  
7:00 p.m.**

Members Present: Chris Canfield, Becky Mason, Melanie Streeter, Lisa Remick, Becky Mason, Peter VanderLaan, Mark Anthony, Ruth Timchak.

Others Present: Ginny Welch, David Little, John Evans, Marilyn Indelicato, Jack Waldron, John Mersfelder, Beth McCarthy, Dick Glennon, Nancy Sheridan, John Whacker and Margaret Rieser.

Minutes Recording: Becky Mason

1. Call to Order at 7:05 p.m.
2. Minutes from April 3, 2017 were reviewed. Motion to accept the minutes as corrected made by L. Remick seconded by M. Anthony. Motion passed 6-0. Peter Vanderlaan was not present for this vote.

Minutes for April 10, 2017 were reviewed. Motion to accept the minutes as corrected was made by L. Remick seconded by M. Anthony. Motion passed 7-0

3. C. Canfield updated the committee that the Selectmen had agreed to extend the probationary period for Sergeant Cooper until June 24, 2017. Additionally, Chris discussed the Board of Selectmen's meeting of 04/20/2017. Member of the audience questioned the meeting going into non-public session, which C. Canfield was asked to stay for. Discussion took place. Chris updated the Selectmen that committee would have recommendations that could change the hiring process. Chris again asked the Selectmen if they were going to view the report produced by the committee before hiring anyone into police positions. Chris informed the committee that they all stated that they would review the report and proceed after the report.
4. C. Canfield updated the committee that he informed the Selectmen on the request for a Public Forum for the Police Advisory Committee report, as requested at all of the "Listening Sessions". The Selectmen agreed to this at the April 20, 2017. The Selectmen set the date for June 1, 2017. A motion was made by B. Mason and seconded by M. Anthony that the PAC would be present for this meeting and it would be added to their present calendar. Motion passed 7-0.

A motion made by L. Remick seconded by B. Mason that the Public Forum on the PAC report should be arranged in a circle similar to the listening sessions and include a facilitator or moderator.  
Motion passed 7-0

5. C. Canfield and the committee thanked Nancy Sheridan for facilitating the "Listening Sessions". Additionally, the committee wants to thank all of the volunteers that worked to get this together and take all the notes from the comments made.
6. Discussion ensued regarding what was heard at the listening sessions:
  - Voices of the Towns people heard.
  - Cost analysis of the different models available to the Town i.e. Sheriff's office, own force other models.
  - Full time chief - part-time officers.
  - Visibility "In Town".
  - Community policing.
  - someone trained and well versed in working with Carroll County Jail, Mental Health, Public etc.
  - Change the culture/reputation of the town.

**Police Advisory Committee**  
**April 20, 2017**

- Professional, visible community oriented department.
- Citizens committee versus police commission.
- Some comments not based in fact - need the real information.
- Heard only a couple say they did not want a Police Department.
- rapid response time
- Committee to select - not just Selectmen
- Don't want to rush to just fill positions
- Do phone switch over to Sheriff's department when no one on duty?
- Management/accountability needs to be defined.
- Study being data driven, where? when? how?
- The reason of the evolution of the department and how we got here.
- Community should know how to get the police.
- Looking at the calls for data for what the department needs for staff.
- Town's people don't feel they have a voice or welcomed at the Selectmen's meeting.
- Process to hire - quality versus quantity

Discussion ensued regarding placing the Listening Session comments on the exchange before the report to the Selectmen. It was determined that the committee was appointed by the Selectmen to develop a report for recommendations regarding the police. It was decided that the Listening Sessions comments will be placed only in the report and presented to the Selectmen.

N. Sheridan stated that the comments have been transcribed and that she would send them to C. Canfield by Tuesday. C. Canfield will then send them out to the committee members.

7. Discussion took place on whether to send out a town-wide survey. Concern regarding the short time frame to develop, send out, obtain returns and collate by the completion of the report. Motion made by L. Remick and seconded by M. Anthony that B. Mason and R. Timchak to work on a survey draft for the next meeting. Motion passed 7-0.
8. Motion made by M. Streeter and seconded by R. Timchak that Lisa Remick and Chris Canfield work as the authors of the PAC Report to the Selectmen. Motion passed 7-0.
- 9.. Discussion took place regarding the committee members developing a paragraph of thoughts by Friday and send to C. Canfield and/or Lisa Remick. This paragraph is to be as follows:

*Please write a ten or twenty minute brainstorm of what you'd like to be in the recommendations report. This could be from as general as the titles of sections, to very specific—for example: I think Tamworth should have one officer because \_\_\_\_\_. OR I think Tamworth should have 15 officers because \_\_\_\_\_. OR Of all of the ways departments set themselves up, I like this town's best because they do x, y, z.... Send to Chris and Lisa ASAP.*

Discussion that this should also be placed on the Town Web site and on the exchange so that the Town's people could contribute. B. Mason will send to Town Administrator for Town Web site and will place on the exchange.

10. M. Streeter informed the committee that the Town of Thornton had just completed a wage/pay analysis and she has asked if they would send her a copy. Discussion ensued regarding a Wage/Benefit Analysis of the Town. B. Mason will ask Town Administrator to obtain the latest copy from the Municipal Association.
11. M. Anthony updated the committee regarding the his and B. McKay visit with the school. They meet with the Principal and Guidance Counselor. The school is not looking for a Resource Police Officer. They are concerned about safety. The last officer was the Emergency Management person who held safety drills and they miss that. The police served as family liaison and when there was an issue they could obtain the correct information for the school. They want someone to interact with the school. The last officer attended

**Police Advisory Committee  
April 20, 2017**

school board meetings. At this point everything has stopped. C. Canfield stated he had a written report from the visit.

12. L. Remick updated the committee that she had meet with Sheriff Richardi. He had stated that Tamworth would not be charged for what the Sheriff's department is doing because there are no scheduled patrols. If they did do scheduled patrols it would be at the detail rate of \$60.00. The minimum hours that would have to be done is 4. He would like to know sooner rather than latter if this might happen as his manpower will be stretched with summer. Sheriff Richardi told L. Remick that he is willing to help any way he can, including placing a Supervisory Deputy in place without a charge for this service depending on how manpower intensive. If the Sheriff's department is requested to do patrols it is usually 4 hours at the beginning of their shifts or at the end of their shifts. He felt that Tamworth was busy enough to have its own department. He also stated that he would be interested to serve on the committee for interviewing /hiring.
13. Discussion took place to add a Risk Management recommendation to the report.
14. M. Streeter reported that L. Remick, M. Anthony and herself were looking at 15 months of calls from State Police and 6 months from the Sheriff's office as well as the towns. They have requested the other nine months from the Sheriff's Dept. to make a total of 15 months each. Theywere looking to see what times of day and what days seem to have the most calls. They will report next meeting.
15. Discussion took place regarding if a Police Equipment inventory has taken place with all the changes that have occurred. It was determined that this will be a recommendation in the report.
16. M. Streeter reported that she had talked to Municipal Resource Inc. She stated that they can come in a do an evaluation of the department. They can review the policies and procedures. Make recommendations or any number of items that need to be done as a contracted service.

Motion made by L. Remick, seconded by M. Anthony to adjourn the meeting. Voted 7-0.

Meeting adjourned at 9:15 pm

Next Meeting: Monday, May 1, 2017 at 7:00 pm - Cook Library