

Budget Subcommittee Minutes: Police Department

Date: Wednesday, October 17, 2012 – 1pm

Attendees:, Chief Rich Kane and Capt. Bill Shupe, police department; Harry Thayer, Corey Stevens and Rob Corson, budget recommendations subcommittee, and Selectman Don Clement.

Meeting Begins: 1:06 pm

Review of budget document: (RK)

Rich Kane (RK) says they are conservative with their budget; only ask for what they need. Keeping staff can be difficult, younger staff is not as committed as the older employees. The new hires tend to look for a better deal/opportunity. The PD has lost 4 people over 4 years. They get trained and sometimes move on.

Website/Social Media:

Website updates have made a huge impact. The PD would like to improve social media relations, such as Facebook and Twitter. This would allow them to be proactive. The PD also would like to offer downloadable forms on the website. This will allow the public to access forms at home. Don Clement mentioned that they have found software that will work for this project.

Grants:

The Exeter PD is always seeking more grant options. This year they received \$51K worth of grants. Some examples of where the grant money was allocated:

- Speed enforcement
- Radios
- Training
- Bullet-proof vests
- Crime scene software

Harry Thayer expressed concern regarding running over on earlier grants. Rich Kane says they developed accounting techniques to manage grants and it is no longer an issue

Reverse 911:

Rob Corson asks about Reverse 911. Code Red is an emergency notification system. Individuals will enter their phone numbers into the Code Red system and when an emergency occurs, a detailed text messages will be sent out.

The subcommittee brought up the idea of reaching out to other towns. It would be beneficial to have surrounding towns on the same system.

Harry Thayer asks, what happens when people can't get thru during an emergency? The use of social media and text messaging would be beneficial in this situation. For example: Concerned people calling 911 last night during the earthquake. It would put the public at ease if they received a text or FB message regarding the emergency. People would be less likely to bombard the 911 emergency line. Rob Corson mentioned that it is very important to send messages out in a controlled manner. The topic of Phillips Exeter Academy came up. Rich Kane mentioned that they do have their own system, but it would be important to link up with the PD notification system.

Rich Kane continues to discuss budget document: He mentions that inflation is the reason for some cost increases.

Filling Open Positions:

Harry Thayer asks about the employees who have left, including the detective. Will you be filling these? Rich Kane explains that the positions will be filled ideally by December and those salaries are included in the 2013 budget. The detective slot will not be filled until July 1.

Rich Kane explains that he sent out 50 letters to potential candidates. He got 25 responses with resumes. He predicts he will narrow it down to 19 that he will be interviewed and offer employment to 3 people and hopefully hire at least 1.

Don Clement mentions that worst-case scenario is if no one is hired, there will be savings.

Vacation Replacement:

Harry Thayer asks about Vacation replacement increase. Rich Kane explains that he has added more due to staffing. There is more vacation replacement required. Since there isn't the staff to cover, there are more members getting overtime. A lot of times staff take vacations at the end of year and budget money is spent in those last months.

Sick Leave:

Rich Kane discusses Sick Leave Account. This is an area of concern. At this time there is only \$98 left for the year.

Question about a budget line item:

Corey Stevens asks "What is this new "Dues" line of \$2,500?" Bill Shupe explains that the department uses the Child Advocacy Center (CAC) in Portsmouth for child interviews. The center asks for donations for conducting the interviews (18 so far this year). Bill Shupe speaks about the process of taking the child to the center in Portsmouth. The child is interviewed at the center. It is a place of comfort for the child. Audio/video is used during the interview. Also detectives and a county attorney observe the interview.

Vacant Detective Position:

Corey Stevens asks “Is there is something in this budget that is getting abused or overdrawn?” Rich Kane says a major hinder is needing the detective position filled.

Corey Stevens asks about refilling the detective position cut by selectmen in 2012. “What does one more detective do for the department?”

Rich Kane says that the lack of a Detective has impacted the Police department in many ways. Some of them are:

- Drug work dropped off the table (drugs are here, and they need to deal with it)
- Crime scenes, collection of evidence, witness interviews
- Department no longer performs out of town finger printing
- Patrol officers are now involved in cases that a detective would normally take care of and in turn the patrol men are not out in the community.

Rich Kane also mentions that Retirement hurt them this year.

Continuing Education \$:

Rich Kane explains that at this time there is no one taking continuing education classes, but if an officer does want go back to school, the money is there.

Maintenance

Rob Corson asks about why the “Maintenance” line dropped. Rich Kane explains that they changed from ATT to Verizon and saved money.

Vehicles (Cruisers, Motorcycles)

Rich Kane has added money for 2 new cruisers (versus 3 he would normally be requesting). He explains that the current Fords they have are too small. They would like to purchase a vehicle that is a little larger. He explains that the cars are \$1,000 more than the current cruisers (\$27,049 for one). The budget amount isn’t just to buy the car. There is a lot involved preparing a car for police duty. It costs money to install equipment, paint jobs, etc... Budget request: \$75,000 for two cruisers

NOTE: Leases & Replacement of Vehicles are in the same budget account \$(426K)

A motorcycle would be on the road from April – November. Having a motorcycle would be a great addition to the town. Budget amount of \$4,500 (\$3,600 + insurance) minus a state grant of \$1,500.

Possible additional costs: The motorcycle needs to be painted. Officers would need to be trained, special uniforms purchased, a radio needs to be purchased (there may be a donation of a radio from another police department). They will apply for the \$1,500 grant each year to cover costs.

Rich Kane mentions that the motorcycle will be used during the day shift. There would be the sergeant's cruiser, 2 cruisers and 1 motorcycle during the day shift.

Note: There are speeding complaints; the motorcycle would offer a new presence to the community. It will get your attention.

Prioritize Budget

Rich Kane mentions three priorities:

1. Replace Detective
2. Motorcycle – *If the motorcycle is not something the group believes is necessary RK is fine with taking it out of the budget – FINAL DECISION: all agree that this should be a "go" – and in a year re-visit.*
3. \$2,500 Child Advocacy Center

Note: The town's value has gone up – \$10-\$12 mil of valuation.

Preparation for Town Meeting:

Rich Kane asks the subcommittee members if he should create a Power Point presentation for Town Meeting.

- Rich Kane will take the subcommittee member's information regarding the budget and create PP Presentation. He will include details of where they are currently in the budget.
- Harry Thayer will create a report prior to the full budget recommendation committee meeting.

Subcommittees stress that it is important that every line that differs from the prior year is addressed. There is room for questions, so come prepared to discuss.

Revenue:

Rich Kane will prepare details of revenue and distribute to subcommittee members

Rich Kane mentions some examples of Revenue:

- Construction detail cruisers
- Administrative fees – goes to general fund
- Town ordinance violations
- Motor vehicle fines collected in the town pass through to the state

Meeting Adjourns:

2:40pm

Minutes completed by:

Laura Jeffords