



Chief David P. Cahill  
Chairman

**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**



Donald L. Vittum  
Director

**PUBLIC Minutes**

**November 28, 2017**

The 485th meeting of the New Hampshire Police Standards and Training Council was called to order at 9:03 a.m. by Chairman David Cahill in classroom one at the Arthur D. Kehas Law Enforcement Training Facility and Campus in Concord, New Hampshire.

Members Present: Chairman, Chief David Cahill, Sunapee Police Department, Vice Chairman, Chief William Hart, Londonderry Police Department, Sheriff Douglas Dutile, Grafton County Sheriff's Office, Colonel Christopher Wagner, New Hampshire State Police, Helen Hanks, Commissioner, New Hampshire Department of Corrections, Judge Sawako Gardner, 10<sup>th</sup> Circuit-District Division – Portsmouth, Judge Melissa Vetanze, Chief of Staff, James Vara, New Hampshire Department of Justice; Chief Peter Morency, Berlin Police Department, Chief Enoch Willard, Manchester Police Department, President Susan Dunton, New Hampshire Technical Institute (entered meeting at 9:15 a.m.), Debra Noyes and Mark Long.

Members Absent: Sheriff David Dubois, Strafford County Sheriff's Office.

Staff Present: Director Donald Vittum, Chief (Ret.) Timothy Merrill, Captain Benjamin Jean, and Charlene Mains, Program Assistant II.

Guests Present: Joshua Boone, Newport Police Department, Lieutenant Charles Rataj, Newport Police Department, Christopher Allen, Claremont Police Department, Captain Alex Lee, Claremont Police Department, John Kelly, Jr., Attorney Harry Starbranch and Chief David Kretschmar, Somersworth Police Department.

**Call Meeting to Order**

Chairman Cahill called the meeting to order at 9:03 a.m.

**Approval of Minutes**

**Motion** made to approve the Minutes of the October 24, 2017 Council meeting by Sheriff Dutile. Following a second by Colonel Wagner, with the exception of Chief of Staff Vara, Commissioner Hanks and Judge Vetanze, who abstained, the voice vote was in favor of the Motion.

**Motion** made to approve the Earnshaw Non-Public Minutes of the October 24, 2017 Council meeting by Chief Hart. Following a second by Sheriff Dutile, with the exception of Chief of Staff Vara, Commissioner Hanks and Judge Vetanze, who abstained, the voice vote was in favor of the Motion.

**Motion** made to approve the Cornacchia Non-Public Minutes of the October 24, 2017 Council meeting by Chief Hart. Following a second by Debra Noyes, with the exception of Chief of Staff Vara, Commissioner Hanks and Judge Vetanze, who abstained, the voice vote was in favor of the Motion.

### **Director's Report**

Director Vittum requested report be tabled until the end of the meeting.

### **Financial Report**

Captain Jean introduced himself and stated the first quarter was reported and the Legislature has filed same with the State, which showed a 10% variance between what was anticipated PSTC would spend and what was spent. The difference was basically due to paying off the roof project. The final payment did not occur until the first quarter, which put a lot of expenditures in the first quarter. However, over the year it ended up with 2% underspent in the first quarter, which he indicated was in line with the budget and everything looked good so far.

### **Previous/Unfinished Business**

Nothing at this time.

### **New Business**

Chairman Cahill stated he met with Governor Sununu and talked about Council and the effective lines of communication back and forth, making sure he attends the graduations, if possible, and any other items to be discussed. Chairman Cahill indicated it was a brief and pleasant meeting.

Chairman Cahill asked that the new members of the Council stand and introduce themselves with any background they wish to share.

**Mark Long:** He was a trooper/trainee and attended the first Academy in 1972, twice elected Chief of Raymond Police Department, Officer with Manchester Police Department for one year, NH Liquor Enforcement – Investigator and retired as Assistant Chief, worked at the U.S. Attorney's Office, and also employed three years at Pease AFB in security, which was a federal position. He retired from the U.S. Attorney's office last year. He also has 37 years in the military.

**Melissa Vetanze:** Judge Vetanze was the Belknap County Attorney for the last six years and now sits doing family law in Dover. Next year she will be sitting around the state doing basically family law and some criminal. She indicated a long history in New Hampshire as a lawyer and is an Alton native. Her husband graduated from the 122<sup>nd</sup> Academy, and she is very excited to be serving on the Council.

**Helen Hanks:** She has worked in corrections for the last 14 years and prior to that worked in the private sector both in the behavioral health fields with adult and children, and worked with behavioral health management care. Commissioner Hanks graduated from the Corrections Academy, and was recently appointed by the Governor to be the first female Commissioner. She is very excited to be serving on the Council.

Chairman Cahill asked that Dr. Hurst stand at the front of the room where she was presented with a commendation for her service to the Council. Dr. Hurst stated that in medical school, she wanted to be a crime scene investigator, and has a great deal of respect for law enforcement and was grateful for the opportunity to serve on the Council.

Chairman Cahill also asked Captain Jean to stand at the front of the room where it was announced that he is retiring as Captain of PSTC. Chairman Cahill indicated he, as many others, will sincerely miss him and thanked him for his great service throughout the years. Captain Jean was then presented with a commendation that Chairman Cahill read to the Council. Captain Jean thanked the Council and commented on the wonderful staff at the Academy and the group effort it takes to run it, and is proud of the work done here.

**Corrections Advisory Committee:** Chief Merrill indicated that a year ago the fitness standards were changed pursuant to RSA 106-L:V, and a Corrections Advisory Committee was formed. It was agreed that Commissioner Hanks will nominate people to serve and Director Vittum will appoint the nominees. Chairman Cahill asked Commissioner Hanks if this was something that could be worked on and solidified for the December Council meeting, and she had no problem with that request.

Before moving further, Chairman Cahill apologized for not introducing Chief of Staff, James Vara, to the Council members as he was sitting in for Attorney General MacDonald and some members may not have met him.

**Joshua Boone – Rule 402.02**

Joshua Boone presented to Council, along with Lieutenant Charles Rataj. Lieutenant Rataj requested a non-public hearing.

**Motion** to enter non-public session at 9:21 a.m. pursuant to RSA 91-A:3, II(c) made by Chief Morency. Following a second by Chief Hart, a roll call vote was taken and was unanimous in favor of the Motion.

**Motion** made by Chief Morency at 9:40 a.m. to exit Non-Public Session. Following a second from Chief Hart, a roll call vote was taken and was unanimous in favor of the Motion.

**Motion** made to seal the minutes of the Non-Public hearing concerning Officer Boone as the information would likely affect adversely the reputation of any person other than a member of this Council made by Judge Gardner. Following a second from Commissioner Hanks, a voice vote was taken and was unanimous in favor of the Motion.

**Motion** made by Chief Hart to allow the officer and Department to get back on track. Following a second from Judge Vetanze, a voice vote was taken and was unanimous in favor of the Motion.

### **Christopher Allen – Eligibility Hearing**

Christopher Allen and Captain Alex Lee, Claremont Police Department, appearing on behalf of Chief Chase, introduced themselves to the Council. Captain Lee requested a non-public session.

**Motion** to enter non-public session at 9:44 a.m. pursuant to RSA 91-A:3, II(c) made by Judge Gardner. Following a second by Debra Noyes, a roll call vote was taken and was unanimous in favor of the Motion.

**Motion** made by Judge Gardner at 10:00 a.m. to exit Non-Public Session. Following a second from Debra Noyes, a roll call vote was taken and was unanimous in favor of the Motion.

**Motion** made to seal the minutes of the Non-Public hearing concerning Christopher Allen as the information would likely affect adversely the reputation of any person other than a member of this Council made by Chief Morency. Following a second from Debra Noyes, a voice vote was taken and was unanimous in favor of the Motion.

**Motion** made by Sheriff Dutile to table information until Form A is received, along with a letter from the Prosecutor that they are either going to prosecute or not prosecute this case so Council can take action on this matter at its December 19<sup>th</sup> meeting. Following a second by Chief Hart, a voice vote was taken and was unanimous in favor of the Motion.

### **John Kelly, Jr. – Pol. 402.02(b)**

Attorney Harry Starbranch introduced himself as representing John Kelly and requested a non-public session.

**BREAK – 10:07 a.m. to 10:13 a.m.**

**Motion** to enter non-public session at 10:14 a.m. pursuant to RSA 91-A:3, II(c) made by Judge Gardner. Following a second by Chief Hart, a roll call vote was taken and was unanimous in favor of the Motion.

**Motion** to exit non-public session at 10:30 a.m. by Debra Noyes. Following a second by Judge Gardner, a roll call vote was taken and was unanimous in favor of the Motion.

**Motion** made to seal the minutes of the Non-Public hearing concerning John Kelly, Jr. as the information would likely affect adversely the reputation of any person other than a member of this Council made by Chief Hart. Following a second from Debra Noyes, a voice vote was taken and was unanimous in favor of the Motion.

**Motion** made by Chief Hart to not suspend based on the fact that the Somersworth Police Department has administratively placed the officer on leave, thereby assuring the safety of the public and confidence in the criminal justice system during the pendency of this

action. Following a second by Chief Willard, a voice vote was taken and was unanimous in favor of the Motion.

#### PT&E Requests

Officer Angela Bergeron, Hooksett Police Department (DOH: 11/06/17) will be granted certification upon successful completion of the medical exam, and entrance fitness test.

Officer Christopher Maguire, Newton Police Department (DOH: 10/18/17) will be granted certification upon successful completion of the medical exam and entrance fitness test.

#### Requests for Extensions

Note: Extensions granted until the first council meeting following the fitness testing for the requested Academy, and, if testing is successful, to the first council meeting following the end of the requested Academy.

Bryan Lamontagne Hampstead Police Department (DOH: 09/25/17 **Not Part-time certified**) was granted an extension through the end of the 175 Full-Time Police Officer Academy and, if testing is successful, to the first council meeting following the end of the requested academy with the stipulation that the officer must remain actively enrolled in the 175 Academy and may continue working only in the direct presence of a certified officer.

Matthew Paquette Webster Police Department (DOH: 01/17/17) was granted an extension through the end of the 275th Part Time Academy and, if testing is successful, to the first council meeting following the end of the requested academy with the stipulation that the officer must remain actively enrolled in the 275 Part Time Academy and may continue working only in the direct presence of a certified officer.

Adam Bissonnette Concord Police Department (DOH: 08/06/17 **Not Part-time certified**) was granted an extension until the February 27, 2018 Council meeting with the stipulation that the officer may continue working only in the direct presence of a certified officer.

Alexander Collins Sandown Police Department (DOH: 01/05/17) was granted an extension through the end of the 275th Part Time Academy and, if testing is successful, to the first council meeting following the end of the requested academy with the stipulation that the officer must remain actively enrolled in the 275th Part Time Academy and may continue working only in the direct presence of a certified officer.

Matthew Willis Roxbury Police Department (DOH: 05/28/16) was granted an extension through the end of the 275th Part Time Academy and, if testing is successful, to the first

council meeting following the end of the requested academy with the stipulation that the officer must remain actively enrolled in the 275th Part Time Academy and may continue working only in the direct presence of a certified officer.

**Requests for Fitness Testing Extension**

Ian Stringer

Geoffrey Bardeen

Lori DiPietro

Aaron Garneau

Frank Hebert

**Motion** by Chief Hart to approve the Consent Calendar. Following a second by Sheriff Dutile, a voice vote was taken and was unanimous in favor of the Motion.

**New Business**

Thank you letters from Concord High School and Laconia Police Department to PSTC staff.

Chairman Cahill stated that he and Chief Merrill attended Senator Gray's meeting on mental health issues. Council was brought in mid-way and was asked about the training here at the Academy regarding mental health. Chairman Cahill relayed that NAMI comes to PSTC and does a series of training and Senator Gray was happy to hear that. Apparently there was more training here than they knew about, and were very satisfied with what they heard.

**Director's Report**

Director Vittum wondered if PSTC should send out final product to let Planning Session attendees know what was discussed and what should be worked on for the next year. Chairman Cahill explained to the new members what the Planning Session entailed, and gave them copies of the results. Chairman Cahill stated he thinks the information should be shared but does not agree sending out a final product until people give their input on what and how things were done.

**Motion** by Sheriff Dutile to take document out of draft and put in original form with a cover letter from Director Vittum and Chairman Cahill and distribute however Director sees fit with the different agencies, website, or whatever is decided. Following a second by Commissioner Hanks, a discussion regarding the Motion was held.

Chief Morency questioned how we would get feedback. It was discussed putting something in the letter to encourage feedback or through a separate e-mail address specifically for that reason. The problem is monitoring an e-mail address and who will be responsible for replying. Colonel Wagner stated that it might be best to bring forward a recommendation as to how to proceed, and best to not decide right now. Mark Long questioned if there was a broad representation at the session from New Hampshire.

Chairman Cahill said small towns were represented, legislative members, cities, a diverse group. Chief Hart stated he would like to make this an agenda item for the December Council meeting so we can think about and set priorities. He also liked the Sheriff's idea of sending out the original document and getting commentaries and feedback.

A discussion ensued regarding the Planning Session and how to proceed with getting the information out.

**Motion** by Commissioner Hanks to take a strategic approach to sharing information and to first ask members to rank the add priorities and remove priorities, as well as other areas where people want to solidify their stance and why, and we can take that information in the second phase in December, something we do initially ourselves, and see where we stand and make decisions at the next meeting about the law enforcement community in New Hampshire and how we shared information. Following a second by Chief Hart, the voice vote of the Council was unanimous in favor of the Motion.

Chairman Cahill said the Council should also be looking at this as individuals and ranking their own top priorities, and looking at January to solidify this whole thing. In the meantime, send out the results in draft to attendees.

**Next Meeting Date and Adjournment**

The next meeting of the New Hampshire Police Standards and Training Council will be held on December 19, 2017.

**Motion** by Chief Morency to adjourn at 11:00 a.m. Following a second by Chief Hart, the voice vote of the Council was unanimous in favor of the Motion.

Respectfully submitted,



---

Chairman, Chief David Cahill