

CITY OF BARRE POLICE ADVISORY COMMITTEE

MEETING MINUTES

(Monday, December 12, 2022, 6:00 Pm)

Location of meeting: Hybrid meeting: virtual and in-person at the public safety building

<https://us02web.zoom.us/j/83053276707>

Phone number: 1 929 205 6099

Meeting ID: 830 5327 6707

1. **Call to order:** 6:00 pm

2. **Consider approval of agenda:**

- Bob motions to amend agenda. Number 15 was not warned, discuss, and consider approval of policy and pass at next meeting. Kristin motions the amended agenda, Steve seconds. All in favor.

3. **Consider approval or adjustments of previous meeting minutes:** Steve Motions to approve previous meeting minutes, Kristin seconds. All in favor.

4. **Receive guests:**

- Bob Nelson, Steve England, Kristin Beaudin, Chief Vail, Sandy Rouse

5. **Councilor Waszazak's Report**

- Teddy was not present

6. **Chief's report**

- Went through the hiring process. Out of 4 we hired one and they will start on January 23rd and go to the Police Academy on February 6th.
- Sargent Kirkpatrick to retire December 24th after 32 years of service at the Barre City Police Department. There will be something in January to recognize his years of service. His position will hopefully be filled by March.
- The two fall semester internships ended, they worked on the Community survey. One is sticking around; they are a junior at Norwich. Several more candidates for spring internship.

7. Discuss & Consider approving the Secondary Employment Request–

- No questions or comments.
- Kristin motions to approve, Sandy seconds motion. All in favor.

8. Discuss and consider approving Secondary Employment policy

- This includes any work of any sort.
- Some things are frowned upon like a Bail Bondsman, a bartender. Anything that contradicts what we do at the Barre City Police Department.
- Steve motions to approve, Kristin seconds. All in favor.

9. Discuss and consider approving Authorized Firearms and Weapons policy

- Trigger finger – cannot stick finger on trigger while in holster. Click, lock, release.
- Kristin motions approval, Sandy seconds. All in favor.

10. Discuss and consider approving Fleet Operations policy

- Arrestees being transported in front passenger seat. They are secured with a transport belt. It's frowned upon to do transport this way, but you have to with the K9 unit.
- Vehicle inspections before each shift
- Oil, mileage etc. all get documented by the Deputy Chief.
- Monthly look overs. Check list to go over, missing equipment.
- Recalls go to the dealer
- Steve motions to approve, Sandy seconds. All in favor.

11. Discuss and consider approving Performance Appraisal System

- Never done at the Barre City Police Department. It is common though
- Does not go with step increases
- Physical fitness is part of the collective bargaining agreement.
- This goes into the personnel file.
- Chief took part of this from his old department and some from the union. Combined and made sure it fit the bill.
- Kristin motions to approve, Steve seconds. All in favor

12. Discuss and consider approving Awards and Recognition

- The awards are generally internal, generated within department. If something came from the public they could use that too.
- Once a year. Example, January 2023 will award the year of 2022
- Will start in January 2023
- Sandy motions to approve, Kristin seconds. All in favor

13. Discuss and consider approving Performance and Evaluation

- No questions
- Kristin motions to approve, Steve seconds
- All in favor

14. Discuss and consider approving Performance and Evaluation supplement

- Goes with number 13

15. Discuss and consider approving Vehicle Pursuit Report – note this will be sent to the city manager and we will approve at next meeting.

- Changing radio frequencies, assess if a dispatcher can hear you
- Change of jurisdiction, make sure you are being monitored.
- Non-emergency pursuits. Sometimes if the pursuit lasts longer, if they know who it was they can go back later and tend to it.
- Kristin motions to approve, sandy seconds, all in favor
 - * Vehicle Police Report
 - Reviewed twice
 - Analysis
 - Steve motions to approve, Sandy seconds. All in favor

16. Discuss and consider approving Field Training Program

- Strike this, same thing as below.

16. Discuss and consider approving Field Training Evaluation Program

- All forms are provided by the Academy
- FTO book “rook book” will hold everything, all training documents
- Kristin motions to approve, Bob seconds

17. Discuss and consider approving Emergency Driving

- No questions or comments
- Steve motions to approve, Kristin seconds

18. Miscellaneous

- We just got through all these policies in an hour. They are well written, organized, and consistent. Thank you Chief and thank you everyone for doing their homework ahead of time!
- Shout out to Corporal Jason Fleury again for organizing Christmas for Kids this year. They raised a total of \$9101.77. Way to go!
- Merry Christmas, everyone!

19. Adjourn

- Adjourn meeting at 7:04 pm.
- Kristin motions to approve, Steve seconds.
- All in favor