

LOWELL METROPOLITAN POLICE COMMISSION APRIL 11, 2013

The Lowell Metropolitan Police Commission met in regular session on Thursday, April 11, 2013 at the Lowell Town Hall.

I. ROLL CALL

Commissioner Keith Kilmer, present
Commissioner Sharon Patterson, present
Commissioner John Piper, present
Commissioner Allan Fox, present
Commissioner Martin Freeman, present
Chief Erik Matson, present

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited followed by a brief moment of silence.

III. APPROVAL OF MINUTES MARCH 14, 2013 REGULAR MEETING AND APRIL 1, 2013 EXECUTIVE SESSION.

Commissioner Patterson made a motion to approve the minutes from the March 14th meeting, seconded by Commissioner Piper. 5 ayes, motion passed.

Commissioner Piper made a motion to accept the minutes from the Executive session on April 1, 2013, seconded by Commissioner Patterson. 5 ayes, motion passed.

IV. APPROVAL OF CLAIMS/EXPENDITURES

Commissioner Piper made a motion to approve the Claims and Expenditures and to send them to Town Council for payment. Commissioner Fox seconded the motion. 5 ayes, motion passed.

V. CHIEF'S REPORT AND THE REPORT OF THE COMMITTEES OR MEMBERS

Chief Matson advised the Commission that the 911 Consolidation Pilot Program has been cancelled due to the inability of the Town Council and Lake County to come to an agreement on the Consolidation program and the dispatchers not available to go to County. A Commissioner asked if it was a Town Council decision to terminate the Pilot Program and Chief Matson advised him that overall it was.

Chief Matson announced the resignation of Sgt. Scott Tokach after 24 years of dedicated service to the Lowell Police Department. Sgt. Tokach is wished well in his future endeavors.

Chief Matson announced the resignation of Officer Dan Lee who will be working for the Crown Point Police Department. Officer Lee was a great Officer and served the Town of Lowell for 7 years. He is wished well in his future endeavors.

Chief Matson requested that Res. Officer Philbin be moved into a full time Officer position.

Chief Matson advised that dispatcher Stacy Needham will be moving from a full time dispatcher to a part time status. Ms. Needham will be full time at another Police Department, but will still serve in a part time capacity at Lowell.

Chief Matson requested that part time dispatcher Kristine Powers be moved into full time status and that the Commission approve the hiring of another full time dispatcher, as well as part time dispatchers.

Chief Matson asked that the secretary Cynthia Bergstrom, be promoted from part time to full time status.

Chief asked that the Emergency Hire Process be reviewed and approved.

Chief Matson requested that the Commission approve the purchase of two new laptops through Gigahertz since they will provide a better warranty.

VI. INTRODUCTION AND ADOPTION OF RESOLUTION

VII. OLD BUSINESS

A Commissioner asked about the radios in the Dispatch room and if they were in good working order. Chief Matson stated that they are in good working order, but eventually will need to be replaced.

VIII. NEW BUSINESS

Commissioner Kilmer made a motion to approve the resignation of Sgt. Tokach with the amended motion that Tokach may purchase his issued service pistol and anticipate the issuance of his retirement badge and identification pursuant to policy. Commissioner Fox seconded the motion. 5 ayes, motion passed.

Commissioner Freeman made a motion to approve the resignation of Officer Dan Lee and wished Officer Lee well in his future endeavors. Commissioner Piper seconded the motion. 5 ayes, motion passed.

Commissioner Fox made a motion to approve the hiring of Res. Officer Matthew Philbin to full time Officer status conditional on Philbin completing the hiring process and the approval of the Town Council. Commissioner Piper seconded the motion. 5 ayes, motion passed.

Commissioner Piper made a motion to promote part time dispatcher, Kristine Powers to full time dispatcher status. Commissioner Fox seconded the motion. 5 ayes, motion passed.

Commissioner Freeman made a motion to advertise for the hiring of full time and part time dispatchers with the amended motion that Chief Matson be permitted to hire dispatchers at his discretion before the next meeting. Commissioner Fox seconded the motion. 5 ayes, motion passed.

Commissioner Piper made a motion to promote secretary Cynthia Bergstrom from part time to full time status. Commissioner Kilmer noted that these positions are already budgeted in, but were not filled because of the Consolidation. Commissioner Freeman seconded the motion. 5 ayes, motion passed.

Commissioner made a motion to approve the purchases of two new computers from Gigahertz. Commissioner Kilmer asked if the money was in the budget to purchase the computers and Chief Matson replied that he had spoke to the town treasurer and the

money is available. Commissioner Patterson seconded the motion. 5 ayes, motion passed.

Commissioner Kilmer stated that the Commission had asked Chief Matson to come up with policies to hire Officers in an emergency situation and that these policies give the Chief the opportunity to determine the qualifications that can be narrowed down from the current hiring policies. Commissioner Kilmer further stated that this policy is just being added at this time in case the situation arises in the future. Commissioner Fox made a motion to approve the Emergency Hire Process, seconded by Commissioner Freeman. 5 ayes, motion passed.

Chief Matson informed the Commission that the Police Department back up generator has died and will need to be replaced immediately. A Commissioner asked if the Public Works Department had an extra generator that can be employed in an emergency situation. Chief Matson stated that there are small back ups in the radio room that can be used until the generator is replaced and the phone lines will not be affected if the power does go out.

Commissioner Fox made a motion to approve the purchase of a new generator, seconded by Commissioner Piper. 5 ayes, motion passed.

IX. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

Angie Fletcher of the Lowell Tribune asked for the proper spelling of the names of those being hired and also for the Commission to clarify the purpose of the Emergency Hire Policy and when it will be necessary.

X. ANNOUNCEMENTS

There were no announcements.

XI. ADJOURNMENT

A motion was made by Commissioner Piper to adjourn the meeting, seconded by Commissioner Fox. 5 ayes, motion passed.

Meeting was adjourned at 6:42 p.m.

Keith Kilmer, President

Martin Freeman, Secretary