

LOWELL METROPOLITAN POLICE COMMISSION
June 11, 2013

The Lowell Metropolitan Police Commission met in regular session on Tuesday, June 11th, 2013 at the Lowell Town Hall.

The meeting was called to order at 7:00 p.m.

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 MAY 9, 2013 REGULAR MEETING

Commissioner Fox made a motion to approve the minutes from the May 9th meeting, seconded by Commissioner Piper. 5 ayes, motion passed.

Commissioner Patterson made a motion to approve the minutes from the Executive Session on April 11th, 2013, seconded by Commissioner Piper. 5 ayes, motion passed.

IV. APPROVAL OF CLAIMS/ EXPENDITURES

Commissioner Freeman made a motion to approve the Claims and Expenditures and to have them sent 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 Police Department hired a new Dispatcher, Cheri Powers. Powers had to resign after working a shift affective May 16th, because of difficulty with housing arrangements. Christopher Thompson, one of our Reserve Officers, has been hired into this full time position and is expected to be done training by July 1st. Chief also advised that the Police Department is in the process of hiring part time Dispatchers.

Chief stated that several Community Policing Events were held during the month. Officer Chase did an event at the library on Internet Fraud that was very informative and well attended. Also, Cpl. Hornickel and Officer Philbin did a Drug Awareness and Recognition program for parents that was well received. Det. Lee participated in the "Sonshine Daycare" at the Church of Christ by making photo I.D.'s for approximately 50 kids.

Chief Matson stated that the generator for the Police Department was installed on May 13th and is running well.

Chief said that Officer Philbin's PERF paperwork was sent away and that it has already come back. He is training with Officer Schuyler and will be attending the Academy in August. A Commissioner asked exactly how long the field training will be and the Chief stated that it is a period of 60 days/reports broken up over a period of approximately 12 weeks.

Chief Matson advised the Commission that the locks in the Police Department have not been changed since it was built in 1994 and that he is in the process of getting the locks changed. The lowest quote received was from Phil and Sons and the Chief would like to get approval from the Commission for the Town Treasurer to bring it before the Town Council.

Chief informed the Commission that there were no problems on the last day of School.. Chief Matson asked the Commission to approve the hiring process of two new Officers. His plan is to start the hiring process with an orientation at the end of June, a physical by mid-July, and training in September.

Chief Matson stated that he reviewed the training policy and has added to it and made it more specific. The Town Attorney approved the training policy and the Chief requested the Commission to approve it.

Chief Matson presented former Asst. Chief Scott Tokach with his retirement badge and a plaque to show the town's gratitude for his 24 years of service.

VI. INTRODUCTION AND ADOPTION OF RESOLUTIONS

President Kilmer asked the Commission if they had a question concerning the hiring policy and procedures. Commissioner Freeman asked about the Commission having a part in the hiring process. Chief Matson replied that the Commission does have a part in the hiring process interviewing the top 5 applicants. Commissioner Fox made a motion to adopt the new policies and procedures for the SOP. Commissioner Patterson seconded it. 5 ayes, motion passed.

VII. OLD BUSINESS

Commissioner Freeman made a motion to have new locks installed inside the Police Department, seconded by Commissioner Patterson. 5 ayes, motion passed.

Commissioner Patterson made a motion to start a hiring process for two Officers.

Commissioner Fox seconded it. 5 ayes, motion passed.

VIII. NEW BUSINESS

Commissioner Fox made a motion to have Chief Matson start the process into making sure the Promotional Policy fits State Standards. Commissioner Patterson seconded it. 5 ayes, motion passed.

Commissioner Piper made a motion for a vote of Confidence for the hiring of Erik Matson as Chief of Police, seconded by Commissioner Freeman. 5 ayes, motion passed.

IX. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

Angie Fletcher asked what the total will be to have the locks replaced. Chief Matson replied the total will be \$3,937.05 with Phil & Sons out of Crown Point replacing the locks.

X. ANNOUNCEMENTS

President Kilmer announced that the next Commission meeting will take place on July 10th at 7 p.m.

XI. ADJOURNMENT

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

Meeting was adjourned at 7:21 p.m.

Keith Kilmer, President

Martin Freeman, Secretary