

**LOWELL METROPOLITAN POLICE COMMISSION**  
**January 21, 2014**

The Lowell Metropolitan Police Commission met in regular session on January 21, 2014 at the Lowell Town Hall.

The meeting was called to order at 6:30 p.m.

**I. Roll Call**

Commissioner Keith Kilmer, present  
Commissioner Sharon Patterson, present  
Commissioner John Piper, present  
Commissioner Ray Borchert, present  
Commissioner Michael Mears, present

**II. PLEDGE OF ALLEGIANCE**

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

**III. ELECTION OF OFFICERS**

Commissioner Piper nominated Commissioner Kilmer for President, seconded by Commissioner Borchert. 5 ayes, motion passed.  
Commissioner Piper nominated Commissioner Patterson for Vice-President, seconded by President Kilmer. 5 ayes, motion passed.  
Commissioner Patterson nominated Commissioner Piper for Secretary, seconded by Commissioner Mears. 5 ayes, motion passed.

**IV. APPROVAL OF MINUTES December 12, 2013 REGULAR SESSION**

Commissioner Piper made a motion to approve the minutes from the December 12, 2013 regular session, seconded by Commissioner Patterson. 5 ayes, motion passed.  
Commissioner Kilmer asked Attorney Bennett since he was absent from the December 12, 2013 meeting, as well as Commissioner Borchert and Commissioner Mears, if they could pass the vote with the two Commissioners who were there and three absentee votes. Attorney Bennett stated that based on the record and the chief reviewing and recording the minutes that the minutes could be passed.  
Commissioner Piper made a motion to take back the motion to approve the minutes, seconded by Commissioner Mears. 5 ayes, motion passed.  
Commissioner Piper made a motion to approve the minutes of the December 12, 2013 regular session based upon the recorded record with the vote of the two members who were present, seconded by Commissioner Patterson. 2 ayes, motion passed.

**V. SET MEETING DATE AND TIME**

Commissioner Piper made a motion to set the Commission meeting date for 2014, to the second Thursday of each month at 7 p.m. Commissioner Mears seconded. 5 ayes, motion passed.

**VI. APPROVAL OF CLAIMS / EXPENDITURES**

Commissioner Piper made a motion to approve, seconded by Commissioner Mears. 5 ayes, motion passed.

#### VII. CHIEF'S REPORT AND THE REPORT OF THE COMMITTEES OR MEMBERS

Chief Matson stated that Reserve Officer interviews will take place immediately following the Commission meeting. There were 5 candidates to be interviewed, but one called in sick. He also advised the Commission that there are four positions to be filled, but that it will be for the Commission to decide if these four candidates are eligible.

Chief Matson stated the Statistics for 2013 are in the Commissioner's Packets. He stated the breakdown for the year was 867 Incidents, 6,986 Calls for Service, 140 Crash Reports, 2,163 Citations, 1,639 Warnings and 431 Arrests. Full time Officers averaged 100.3 training hours and Reserve Officers averaged 27.3 hours. He also reminded the Commission that the Police Department was short-handed by three Officers for most of the year.

Chief Matson announced the resignation of Reserve Officer Nichols. Due to the busyness of Officer Nichol's schedule, he was not able to give as much time to the Police Department as he would have liked.

Chief Matson stated that the Neighborhood Watch Program was held at the library on December 23rd and that there were 20 citizens in attendance. He further stated that Officer Chase will be conducting the first official meeting of the Neighborhood Watch Program at the beginning of February and there are 31 citizens signed up for the program.

Chief Matson thanked the Lion's Club, particularly Paul Palmer, Chester Rybicki, and Commissioner Piper for their generous monetary donation to the Lowell Police Department..

Chief Matson also thanked Dori Dewes for her generous monetary donation to the department that will be used for equipment and training.

Chief requested that March 4<sup>th</sup> be the date for the promotion testing at 4 p.m. at the Lowell Police Department.

#### VII. INTRODUCTION AND ADOPTION OF RESOLUTIONS

There were none.

#### VIII. OLD BUSINESS

Commissioner Borchert made a motion to approve March 4<sup>th</sup>, 2014 as the Officer Promotion Testing date, seconded by Commissioner Piper. 5 ayes, motion passed.

#### IX. NEW BUSINESS

Commissioner Patterson made a motion to accept the resignation of Officer Nichols, seconded by Commissioner Piper. 5 ayes, motion passed.

#### XI. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

There were none.

#### XII. ANNOUNCEMENTS

President Kilmer requested that a plaque be purchased for Commissioner Fox for his service to the Police Commission and be presented at the next Commission meeting.

President Kilmer announced the next Commission meeting will be Thursday, February 13<sup>th</sup>, at 7 p.m.

XIII. Adjournment

Commissioner Piper made a motion to adjourn the meeting, seconded by Commissioner Mears. 5 ayes, motion passed.

The Meeting was adjourned at 6:42 p.m.

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Keith Kilmer, President

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John Piper, Secretary