

**LOWELL METROPOLITAN POLICE COMMISSION**  
**July 10, 2014**

The Lowell Metropolitan Police Commission met in regular session on July 10, 2014 at the Lowell Town Hall.

The meeting was called to order at 5:30 p.m.

**I. Roll Call**

Commissioner Keith Kilmer, present  
Commissioner Sharon Patterson, present  
Commissioner John Piper, absent  
Commissioner Ray Borchert, present  
Commissioner Michael Mears, present  
Chief Erik Matson, present  
Attorney Nicole Bennett, absent

**II. PLEDGE OF ALLEGIANCE**

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

**III. APPROVAL OF MINUTES**

Commissioner Borchert made a motion to approve the minutes from the June 12, 2014 Commission meeting, seconded by Commissioner Mears. 4 ayes, motion passed.

**V. APPROVAL OF CLAIMS/EXPENDITURES**

Commissioner Mears made a motion to approve the June Claims/Expenditures, seconded by Commissioner Patterson. 4 ayes, motion passed.

**VI. CHIEF'S REPORT AND THE REPORT OF THE COMMITTEES OR MEMBERS**

Chief Matson advised the Commission that Unit 123, which is a 2005 Chevy Impala, has had a transmission failure. This is Officer Thompson's squad. The cost to repair the transmission will be \$1,600. Officer Thompson is driving a pool car. The Chief further stated that by the end of the month, he will know if the Police Department will be able to purchase a new vehicle this year. If a new car(s) can be purchased, they will be trading Unit 123 toward the purchase of a new car. Chief Matson stated that the Police Department still has two extra pool cars that can be used by the Reserves and by Officer's while their squads are being repaired.

Chief stated that the MOU has been reviewed by Attorney Bennett and the Tri-Creek Schools. It has been forwarded to the Town Council for their review and approval, then it will be signed by Tri-Creek Schools and the Town Council. Chief further stated that it will be a part time position and that Officer Burkus was at a School Resource Officer/School Safety Specialist class this week training for the position.

Chief Matson stated that an additional camera has been installed on the East side of the building to assist with better monitoring the building once Dispatch is gone. He also

stated that an extra hard drive had to be added to the interview camera to help better save footage from the camera.

Chief Matson informed the Commission that the 4<sup>th</sup> of July went well with no major problems reported.

Chief Matson stated that the Juvenile Justice Delinquency Prevention Act inspected the Juvenile cells on June 27<sup>th</sup> to make sure the cells and our procedures met their standards. The Department passed with no problems.

The Chief stated that Officer Thompson and Officer Kaczmarczyk are now on their own and are doing well. They will remain on probation until their anniversary date on November 12<sup>th</sup>.

## VII. INTRODUCTION AND ADOPTION OF RESOLUTIONS

There were none.

## VIII. OLD BUSINESS

Commissioner Borchert asked if there was still an active hire list to choose the next Officer from. Chief Matson replied that there is one and that it will remain active until next year. Chief also advised the Commission that the Recommendation to add additional Officers letter has been forwarded to the Town Council. Commissioner Patterson asked if the letter is on the Agenda for this month and the Chief stated he did not know. Town Council President Corns stated that it is on the Agenda.

Commissioner Borchert asked if the Town Council certified the hire list. Chief Matson replied that the Commission did.

## IX. NEW BUSINESS

There was none.

## X. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

President Corns reminded the Commission that he is the person responsible for calling a State of Emergency should one ever be needed. He asked the Chief to keep him informed during storms or emergency events, even if a State of Emergency does not need to be declared. Chief Matson stated that he would. President Kilmer asked if the sirens went off during last weeks storm and Chief Matson replied they did. President Kilmer asked if the town has an emergency director or committee. The Chief stated that himself and the Fire Chief switch back and forth every other year. President Kilmer suggested that everyone on the emergency committee meet to discuss the proper chain of command and procedures in an emergency situation.

## XI. ANNOUNCEMENTS

The next Commission meeting will be August 14<sup>th</sup> at 7:30.

XII. ADJOURNMENT

Commissioner Borchert made a motion to adjourn the meeting, seconded by Commissioner Mears. 4 ayes, motion passed.

The Meeting was adjourned at 5:43 p.m.

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Keith Kilmer, President

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John Piper, Secretary