

**PORTSMOUTH POLICE COMMISSION**  
**MINUTES OF THE DECEMBER 17<sup>th</sup>, 2024, POLICE COMMISSION**  
**MEETING**

**5:30 p.m. Public Session – Eileen Dondero Foley Council Chambers**

**Kate Coyle, Chair**  
**Buzz Scherr, Commissioner**  
**Francesca Fernald, Commissioner**

**The following people were present for the public session:** Commissioners Coyle, Scherr and Fernald, Chief Mark Newport, Deputy Chief Mike Maloney, Business Manager Karen Senecal, Executive Assistant Jackie Burnett and members of the police department and the public.

- I. **CALL TO ORDER:** The meeting was called to order at 5:30 PM by Chair Coyle.
- II. **PLEDGE OF ALLEGIANCE:** Led collectively by the Commission.
- III. **MOMENT OF SILENCE:** A moment of silence was held in memory of Portsmouth resident and Biddeford Police Officer Jason Wolterbeek, with condolences extended to his family, friends and colleagues.
- IV. **ACCEPTANCE OF THE 11/19/24 MEETING MINUTES:**  
**Action: Commissioner Fernald moved** to accept the minutes of the above-noted Police Commission meeting.  
**Seconded by Commissioner Scherr.**  
**On a Voice Vote:** Unanimously approved (3-0).
- V. **AGENDA SUSPENSION:**  
The Chair requested a motion to suspend the agenda to move to item #1, Swearing-In Ceremony, under the Chief's Report.  
**Action: Commissioner Fernald moved** to suspend the agenda for the reason stated above.  
**Seconded by Commissioner Sherr.**  
**On a Voice Vote:** Unanimously approved (3-0).

**Chief's Report, #1 – Swearing-In Ceremony:**

Chief Newport officially swore in Officers Chloe Robidas and Jayson Page.

**VI. PUBLIC COMMENT: None**

**VII. NEW BUSINESS:**

**A. POLICE COMMISSION:**

**1. Facilities Update**

**a. Restoration**

Deputy Chief Maloney reported air sampling and quality testing for all police department floors scheduled for December 26 as a follow-up to testing six months prior.

**b. Community Policing Facility (CPF) Planning**

The Chair encouraged public interest and applications for the Mayor's Blue Ribbon Committee to assist with site plan development for the police facility.

**2. Community Priorities**

The City Council approved nearly \$500,000 in grant funding to support police department initiatives, alleviating taxpayer burdens.

Chief Newport updated on delays in software development for the new CAD/RMS system but emphasized continued progress with the vendor.

**B. CHIEF OF POLICE:**

**1. Swearing-In Ceremony – see section**

**a. Officer Chloe Robidas**

**b. Officer Jayson Page**

**2. Grant & Donation**

**a. Grant:** \$11,076 from the New Hampshire Department of Safety (Homeland Security Grant Program) for Seacoast Emergency Response Team night vision equipment.

**Motion:** Commissioner Fernald moved to accept and forward to the City Council for their action.

**Seconded by Commissioner Scherr.**

**On a Voice Vote:** Unanimously approved (3-0).

**b. Donation:** \$1,000 from Paul Gormley and Kimi Iguchi for the Portsmouth Police Department.

**Motion:** Commissioner Fernald moved to accept and forward to the City Council for their action.

**Seconded by Commissioner Scherr.**

**On a Voice Vote:** Unanimously approved (3-0).

### **3. Crime Analyst Report**

2023 and 2024 year-to-date comparison (January 1 – November 30):

- Calls for service: ↓11.8%
- Arrests: ↑4.4%
- DWI arrests: ↑20.5%
- Reports taken: ↓4.3%
- Reportable motor vehicle accidents: ↓1.7%
- Motor vehicle stops: ↓8.5%
- IEA: ↑19%
- Mental health calls: ↓17.7%
- Juvenile calls: ↓20.9%

A “reportable motor vehicle accident” was defined as an accident in which the damage to a vehicle is more than \$1,000.

Additional DWI patrols will continue through the year-end.

### **4. Monthly Traffic Stats**

November 2024:

- Motor vehicle stops: 600
- Summonses issued: 24
- Reportable motor vehicle crashes: 33 (20 fewer than October).

### **5. Financial Report**

FY25 budget is tracking 2.5% below the cap.

Preparing the FY26 budget framework.

#### **a. Grant Applications Update**

- No new applications.

#### **b. Strategic Plan Update** – Business Operations Manager Karen Senecal will finalize the strategic plan by the end of December.

## **VIII. PATROL DIVISION:**

- a. This report was included in the commission meeting packet.

## **IX. COURT OFFICE REPORT:**

- a. This confidential report was included in the meeting packet.

## **X. MISCELLANEOUS/OTHER BUSINESS:**

- a. The 2025 Citizen’s Police Academy is accepting applications on the department’s website.

- b. A fundraiser dodgeball tournament (Police vs. Fire) is scheduled for Friday to support GATHER. Attendees are encouraged to bring non-perishable food donations.
- c. The Commission wishes everyone a safe and happy holiday season.

**XI. NEXT REGULAR MEETING:**

Tentatively Wednesday, January 22<sup>nd</sup>, 2025, at 5:30 PM.

**XII. MOTION TO ADJOURN:**

**Motion: Commissioner Fernald moved** to adjourn at 5:53 PM.

**Seconded by Commissioner Scherr.**

**On a Voice Vote:** Unanimously approved (3-0).

END OF MEETING

*Respectfully Submitted by Jacqueline Burnett, Executive Assistant*  
**Commissioner Buzz Scherr, Recording Clerk of the Commission**