

## PORTSMOUTH POLICE COMMISSION

### MINUTES OF THE MAY 20<sup>th</sup>, 2025, 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 Operations Manager Karen Senecal and Executive Assistant Jackie Burnett.

I. **CALL TO ORDER:** Chair Coyle called the meeting to order at 5:30 PM.

II. **PLEDGE OF ALLEGIANCE:** Led by Commissioner Scherr.

III. **MOTION TO SUSPEND THE AGENDA:**

**Motion: Commissioner Scherr moved** to suspend the agenda to proceed to item #1 under the Chief's Report: "Remembering (Ret.) Auxiliary Lt. David Succi".

**Seconded by: Commissioner Fernald**

**Vote:** Unanimously approved (3-0)

**Chief's Report - #1, Remembering (Ret.) Auxiliary Lt. David Succi**

Chief Newport announced the passing of retired Auxiliary Lt. David Succi on April 8<sup>th</sup>, 2025. He recognized Lt. Succi as an outstanding ambassador of the City of Portsmouth. Chair Coyle requested a moment of silence in his honor.

IV. **ACCEPTANCE OF MINUTES – April 15, 2025:**

**Motion: Commissioner Scherr moved** to accept the minutes of the April 15, 2025 meeting.

**Seconded by: Commissioner Fernald**

**Vote:** Unanimously approved (3-0)

V. **PUBLIC COMMENT:** No public comment.

VI. **NEW BUSINESS:**

**A. POLICE COMMISSION:**

## 1. Facilities Update

### a. Municipal Building Blue Ribbon Committee

Chair Coyle reported that the Committee met to discuss the draft Matrix Staffing Study. Chief Newport elaborated on the study's methodology and key findings: the department is proactive and well-staffed in patrol, but in need of additional administrative and dispatch personnel. The final report will inform next steps in city facility planning, outlining current and projected staffing needs. Commissioner Scherr emphasized the importance of the City Council taking the data into account when considering facility and staffing needs. Commissioner Fernald concurred. Chair Coyle stated the Commission is committed to data-informed decision-making and urged the City Council not to consider staffing reductions.

## 2. Community Priorities

Body-Worn Cameras: Deputy Chief Maloney reported that the department has developed a robust Body-Worn Camera (BWC) policy, reviewed by the Department of Justice for compliance with federal guidelines and grant requirements. The initial beta training group will begin on June 11, 2025. A broader rollout is expected by mid-June, following evaluation. Chief Newport spoke about the benefits of BWC implementation for both the department and the community.

Police Social Worker: Commissioner Scherr shared feedback from a meeting with a city librarian, noting the value of the department's Social Worker as a consultative resource, especially for community outreach.

## B. CHIEF OF POLICE:

### 1. Remembering (Ret.) Auxiliary Lt. David Succi (see above)

### 2. Donation

- a. The Service Federal Credit Union donated 65 at-home heart health screening kits to the department, recognizing the impact of job-related stress on officers.

**Motion: Commissioner Scherr moved** to accept the donation and forward the matter to City Council for approval.

**Seconded by: Commissioner Fernald**

**Vote:** Unanimously approved (3-0).

### 3. Crime Analyst Report

*(Data for January 1<sup>st</sup> – April 30<sup>th</sup>, 2025, compared to past 3 years)*

Calls for Service: ↓ 14.2%

Arrests: ↓ 9.1%

DWI Arrests: ↓ 16.1%

Reports Taken: ↓ 14.4%  
Reportable Motor Vehicle Crashes: ↓ 5%  
Motor Vehicle Stops: ↓ 18.7%  
IEA (Involuntary Emergency Admissions): ↑ 29.4%  
Juvenile Matter Calls: ↓ 36.6%  
Deputy Chief Maloney **noted** that the Crime Analyst publishes detailed weekly activity reports on the department's social media.

**4. Monthly Traffic Stats - April 2025:**

- Motor vehicle stops: 664
- Summonses issued: 21
- Reportable crashes: 30

**5. Financial Report**

The FY25 budget is tracking nearly 4% below the cap, primarily due to staffing vacancies. Dispatch and patrol divisions are nearing full staffing. Karen recognized Lt. Benson for his recruitment efforts. End-of-year purchases (e.g. ammunition) are underway.

**a. Grant Applications Update**

- Upcoming JAG grant training with Dr. Gill Martin is expected in January or February of 2026 and will be open to officers, spouses/partners, and commissioners.
- Homeland Security funding is currently available for the Seacoast Emergency Response Team (SERT).

Additional grant opportunities will be explored in the coming week. Chair Coyle asked if grant availability/funding had declined - it has not.

**b. Strategic Plan Update**

The plan is nearing completion and will be presented at the next meeting.

**VII. PATROL DIVISION:**

- a.** Included in the meeting packet.

**VIII. COURT OFFICE REPORT:**

- a.** Confidential report included in the meeting packet.

**IX. MISCELLANEOUS/OTHER BUSINESS:** None reported.

**X. NEXT REGULAR MEETING:**

Tuesday, June 17<sup>th</sup>, 2025, at 5:30 PM.

**XI. MOTION TO ADJOURN:**

**Motion:** Commissioner Fernald moved to adjourn at 5:52 PM.

**Seconded by:** Commissioner Scherr

**Vote:** Unanimously approved (3-0)

END OF MEETING

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