

## Emergency Management Study Group

### Minutes for the April 2 meeting

#### Members in attendance:

Anne Cartwright  
Bonnie Chase  
Carol Reller  
Ed Reller  
Priscilla Sawa  
Matt Saxton  
Bobbie Wilson

#### Also present:

Chris Reitmann

#### Topics discussed:

- We discussed whether to require the new police chief to live in Alstead. We agreed that residence in Alstead is preferred but not required.
- Anne searched the RSAs but didn't find a good description of the requirements for NH police officers.
- We reviewed and revised the job description for the police chief.
- Ed found contact info related to police associations. We discussed recommending that the Select Board post the open position through one or more of these organizations.
- We discussed what we should put into our report to the Select Board, in addition to the job description:
  - We recommend that the police chief be full-time. We have discussed the possibility of outsourcing the job to another town or security agency, but prefer to have a full-time police chief in Alstead.
  - We are willing to help develop a long-term plan for the police department, potentially including regionalization, once the new chief is hired.
  - We recommend advertising the open position online and through the New England Chiefs of Police Association.
  - We recommend that checks be performed as recommended by the New Hampshire Police Standards & Training Council, including background investigation, no serious criminal or motor vehicle record, good credit history, fingerprint check, psychological evaluation, medical exam, and physical fitness test. Some of us also recommend a drug test.
  - We recommend that the Select Board include a representative from the State Police, Matt Saxton, and Ed Reller on the search committee.

- We also recommend citizen participation in appropriate search committee activities, such as interviewing final candidates.
- We discussed what topic to take up after we finish with our recommendations for hiring the new police chief. We decided to postpone working on a long-term plan for the PD until the new chief is on board.

#### **Motions:**

- The meeting minutes of March 26 were amended and approved.

#### **Action items:**

- Carol will follow up with Marcello before our next meeting.
- Carol will find the NH Police Standards & Training Council document describing the required certification for NH police.
- Priscilla will send out the revised job description for final review.
- Carol will draft the final report.
- Carol will post the date of the next meeting on the bulletin board in the Town Offices.

#### **Next meeting:**

April 16 at 7:00 pm at the Town Offices.

#### **Agenda items for next meeting:**

- Finalize our recommendations for hiring the new police chief.
- Decide what topic to take up next.

#### **Comments from the public:**

- None.