

## *Minutes*

***DECEMBER 16, 2008***

The 379th meeting of the New Hampshire Police Standards and Training Council was called to order at 9:04 a.m. by Chairman Michael L. Prozzo Jr., Sheriff of Sullivan County, in the John D. Morton conference room at the Arthur D. Kehas Law Enforcement Training Facility and Campus in Concord, New Hampshire.

***Members Present:*** Chief Gregory C. Dodge, Epping Police Department; Commissioner William L. Wrenn, Jr., New Hampshire Department of Corrections; Colonel Frederick H. Booth, New Hampshire State Police; Chief Peter Morency, Berlin Police Department; Chief Timothy Russell, Henniker Police Department; Associate Justice Stephen H. Roberts, Dover District Court; Richard Foote, Sheriff of Cheshire County; and, Deputy Attorney General Bud Fitch, designee of Attorney General Kelly Ayotte.

***Members Absent:*** Chief Michael J. Magnant, Portsmouth Police Department; Vice Chancellor Charles Annal, New Hampshire Community College System; and, Associate Justice Norman E. Champagne, Manchester District Court.

***Staff Present:*** Director Donald Vittum, Assistant Director Robert Stafford, Captain Benjamin Jean, Lieutenant Thomas McCabe, Chief (ret.) Timothy Merrill, Mr. Keith Lohmann, Investigative Paralegal Anne Paquin, and Council Secretary Kathryn Day.

***Guests Present:*** Mr. Stephen Beal and Mr. Glenn Bergeron; and, NH Assistant Attorney General Nancy Smith.

### ***Call to Order***

Chairman Prozzo called the meeting to order at 9:04 a.m. As the first order of business, the Council welcomed Sheriff Richard A. Foote, a new Council member appointed by Governor Lynch to serve the balance of the appointment of Sheriff Scott A. Carr.

### ***Approval of Minutes***

Chief Dodge moved that the Council approve the minutes of November 25, 2008. Following a second by Commissioner Wrenn, who chaired the previous meeting, the voice vote of the Council was unanimous in favor.

Deputy Attorney General Fitch asked if this material would be offered in the place of something already included in the curriculum. Director Vittum responded that, no, it would not, and that an adjustment would be needed to include these additional hours; other blocks would be abbreviated to accommodate the new material.

Chief Dodge moved that the Council adopt the proposed change to the Corrections Academy and the motion was seconded by Chief Morency. Chairman Prozzo asked the Director to recommend an effective date for the change. Director Vittum suggested that it could become effective with the next Academy. The Council supported the motion in a unanimous voice vote.

**NONPUBLIC SESSION: SWAT/SOU RFP Subcommittee Recommendation**

Deputy Attorney General Fitch moved that the Council enter into a nonpublic session for the purpose of discussing contract negotiations, as provided in RSA 91-A:3, II, (d). The nonpublic session commenced at 11:16 a.m.

Deputy AG Fitch moved to seal the minutes of the nonpublic session until a contract is submitted to the Governor and Executive Council. The motion, seconded by Commissioner Wrenn, carried with the unanimous support of the Council.

Deputy AG Fitch further moved that the Council exit the nonpublic session and Commissioner Wrenn put forth a second. The roll call vote of the Council was 9-0 in favor. The nonpublic session concluded at 11:27 a.m.

Deputy AG Fitch moved that the Council contingently approve the Director going forward with a contract with the high-scoring vendor – the contingency being that the vendor reworks the number of hours and the price to bring it below \$40,000; and, to ask the Director to target a goal of no higher than \$35,000 (to leave him some negotiation room); and, if that contingency is met, to authorize the Director to go forward to the Governor and Council with the contract. The motion was seconded by Commissioner Wrenn and received the unanimous endorsement of the Council in a voice vote.

*New Business*

**NONPUBLIC SESSION: Glenn Bergeron**

Glenn Bergeron requested early reinstatement of his certification as a full-time Corrections Officer. Certification was suspended August 26, 2008, pursuant to Pol 402.02 (a) (4) for six months, with consideration for reinstatement after 90 days upon completion of a LADAC evaluation and if Mr. Bergeron can demonstrate his good faith effort to follow the recommendations.

Deputy Attorney General Fitch moved that the Council enter into a nonpublic session for the purposes of discussing medical/privacy issues, as provided in RSA 91-A:3, II, (c). Following a second by Commissioner Wrenn, the roll call vote of the Council was unanimous, 9-0. The nonpublic session commenced at 10:50 a.m.

Deputy AG Fitch moved to seal the minutes of the nonpublic session. The motion, seconded by Justice Roberts, carried with the unanimous support of the Council.

Deputy AG Fitch further moved that the Council exit the nonpublic session and Chief Dodge put forth a second. The roll call vote of the Council was 9-0 in favor.

Chief Russell moved that the Council reinstate the Corrections Officer certification of Glenn Bergeron effective immediately. The motion was seconded by Chief Dodge. The Council voted 7-0 to support the motion, with Chief Morency and Commissioner Wrenn abstaining.

#### **NONPUBLIC SESSION: Stephen Beal**

A hearing on a Petition for Rescission by Stephen Beal was suspended at the Council's meeting on November 25, 2008, to allow time for Mr. Beal to provide a report on a current LADAC evaluation, before the Council would consider reinstating Mr. Beal's eligibility to regain his certification.

Deputy Attorney General Fitch moved that the Council enter into a nonpublic session for the purposes of discussing medical/privacy issues, as provided in RSA 91-A:3, II, (c). Following a second by Commissioner Wrenn, the roll call vote of the Council was unanimous, 9-0. The nonpublic session commenced at 11:02 a.m.

Deputy AG Fitch moved to seal the minutes of the nonpublic session. The motion, seconded by Commissioner Wrenn, carried with the unanimous support of the Council.

Deputy AG Fitch further moved that the Council exit the nonpublic session and Commissioner Wrenn put forth a second. The roll call vote of the Council was 9-0 in favor.

Upon return to public session, Commissioner Wrenn put forth this motion: Given the fact that Mr. Beal has satisfied all of the requirements set by the Council and, given that the opinion of the LADAC is that no further counseling is warranted and there doesn't appear that there is any significant risk for alcohol abuse since 2005, I move that the Council approve Stephen Beal's request for rescission of his revocation and allow him to be reinstated as eligible for certification upon receipt of a Form A by Madbury Police Department regarding their conditional offer of employment.

Justice Roberts seconded the motion and the voice vote of the Council was unanimous in favor.

#### **CONSENT CALENDAR**

Commissioner Wrenn suggested that all training grant requests be removed from the Consent Calendar and discussed individually. Further, Commissioner Wrenn moved that the Council approve the staff recommendations for all items on the Consent Calendar with the exception of requests for training grants and requests for other training. After a second by Chief Morency, the Council voted unanimously in favor of the motion and agreed to set a policy for approving future requests and for addressing timely submission of documentation required to receive reimbursement.

The Council approved the following **PT&E Requests**:

**Officer Robert J. Dyer Jr., Hampton Police Department**, will be granted part-time certification based upon prior training and experience upon successful completion of the law package of the 255<sup>th</sup> Part-Time Police Academy.

**Officer Richard O'Connell, Franklin Police Department**, will be granted part-time certification based upon prior training and experience upon successful completion of the law package of the 255<sup>th</sup> Part-Time Police Academy.

One **Request for Extension** was granted until fitness testing for the requested Academy and, if testing is successful, through the end of the requested Academy:

**Officer Charles F. Goodale, Bradford Police Department**  
Extension through the end of the 149<sup>th</sup> Academy.

The Council considered and approved **Fitness Testing Extensions** for 17 officers for six months beyond the date for compliance, until July 1, 2009:

**CO John Armstrong II, North Country Correctional Facility**  
**Deputy Donald Cloutier, Hillsborough County Sheriff's Department**  
**Officer William Duffy, Weare Police Department**  
**Trooper Michael Feinauer, New Hampshire State Police**  
**CO Colleen Gagne, New Hampshire State Prison**  
**Kirk Hart, New Hampshire Bureau of Liquor Enforcement**  
**CO Kathy Langlois, North Country Correctional Facility**  
**Officer Lester Milton, Bennington Police Department**  
**Officer Christopher Mudgett, Claremont Police Department**  
**Officer Eric Robertson, Barnstead Police Department**  
**Officer John Tarmey, Dover Police Department**  
**Officer Sheri Valiquet, Bradford Police Department**  
**Officer Jacob G. Weber, Lancaster Police Department**  
**Officer Scott I. Weiss, Center Harbor Police Department**  
**CO Nathan Wright, New Hampshire Department of Corrections**  
**Officer Brad Zarba, Hampton and Newton Police Departments**

Commissioner Wrenn moved that the Council approve all staff recommendations and adopt the Consent Calendar as amended. Following a second by Chief Morency, the motion passed, 8-0.

***Other New Business***

**Officer Christopher Ball, Plymouth Police Department** (DOH: 10/20/2008) requested an extension beyond the six months after hiring until December 2009, through the end of the 150<sup>th</sup> Full-Time Academy. An extension is required because the completion date of the Academy exceeds the six months from his date of hire.

This extension is requested to accommodate Officer Ball's current academic schedule. Officer Ball was hired in October and is attending classes full-time and is currently part-time certified and employed full-time by the Plymouth Police Department. Officer Ball expects to complete his academic studies before the start of the 150<sup>th</sup> Full-Time Academy and is requesting an extension of more than the customary six months.

The Council considered that Officer Ball is part-time certified and working under the supervision of a full-time certified officer and Officer Ball has made this request in anticipation of exceeding the six months following his date of hire due to his ongoing studies and with the intention of providing as much notice as possible of his request for an extension of more than six months. Notwithstanding, Commissioner Wrenn felt that extensions should be granted only in increments of up to six months and not longer.

Following a motion by Justice Roberts, seconded by Chief Morency, five members of the Council voted to approve an extension for Officer Ball through the end of the 150<sup>th</sup> Full-Time Academy, with the stipulation that Officer Ball continue to work only under the supervision of a full-time certified officer; Colonel Booth was not present and Commissioner Wrenn, Chief Dodge, and Sheriff Foote voted no. The motion carried with a majority vote, 5-3.

**Cornish Police Department** requested approval for **Recruit Officer Meghan Macy Roberts** to attend the 255<sup>th</sup> Part-Time Police Officer Academy in January 2009.

Ms. Roberts is 17 years old. A high school diploma or GED is required for admission to the Academy. Ms. Roberts will complete her high school graduation requirements on January 3, 2009, and is requesting admission to the Part-Time Academy in January 2009, six months before she will reach age 18. The Cornish Police Department has stated that she will not be allowed to work until she reaches age 18, in July 2009.

Chief Morency suggested that it may be more appropriate for Ms. Roberts to attend the Cadet Academy and Commissioner Wrenn moved to deny the request for Ms. Roberts to attend the 255<sup>th</sup> Part-Time Police Academy. Following a second by Sheriff Foote, the Council voted in favor of the motion to deny the request, 9-0.

**Officer Richard G. Theberge, Conway Police Department** (DOH: 08/08/08) requested extension through the end of the 256<sup>th</sup> Part-Time Academy. An extension is required because the completion date of the Academy exceeds the six months from his date of hire.

Chief Dodge stated that he was a personal acquaintance of Officer Theberge and desired to be recused from this matter.

The basis for this request is to accommodate Officer Theberge's full-time private sector employer, who claims that current business conditions will not permit Officer Theberge to attend the 255<sup>th</sup> Academy.

Commissioner Wrenn, seconded by Chief Russell, moved that the Council deny this request. With the exception of Chief Dodge, who abstained, the voice vote of the Council supported the motion without exception, 8-0.

**Officer Joseph Pivrotto, Groton Police Department**

(DOH: 09/10/07) requested consideration for part-time certification based upon prior training and experience.

Earlier this year, Officer Pivrotto failed the entrance fitness test for the Law Package of the Full-Time Academy, a requirement for part-time certification with unlimited hours based upon prior training and experience. At his request, the Groton Police Department

then converted Officer Pivrotto's status from part-time with unlimited hours to part-time, effective 11/18/08.

A motion to deny the request was put forth by Chief Morency and seconded by Chief Dodge. The voice vote of the Council was unanimous, 9-0.

**Officer Dennis M. Orbino, Alton Police Department**

(DOH: 11/03/08 **Not part-time certified**) requested consideration for full-time certification based upon prior training and experience.

After applying the matrix used for assessing prior training and experience, the information provided by Officer Orbino netted him a score of only 326 points, lower than the 330 points required for staff to make a favorable recommendation for PT&E. Therefore, based on the information available at the time and the resulting score, staff recommended that Officer Orbino attend the Full-Time Academy.

Major Stafford presented a letter from Alton Police Chief Philip Smith received after the initial recommendation. The letter provides additional detail that would increase the score significantly and staff is now considering recommending that Officer Orbino be required to attend only the Law Package of the Full-Time Academy, not the full program.

Commissioner Wrenn asked if it wouldn't be more prudent to maintain the original recommendation to attend the full Academy. Major Stafford stated that he had only just received the new information and still needed to complete a formal analysis on which to base a new recommendation.

Chairman Prozzo asked if there were an urgent need to address this matter today. Major Stafford replied no, since Officer Orbino had already failed the entrance fitness test for the next Academy. Commissioner Wrenn moved that Officer Orbino's request be tabled until further information is available. With a second by Justice Roberts, the Council voted 9-0 to table.

***General***

**Training Grant Requests and Requests for Other Training**

NOTE: Colonel Booth was not present for this discussion.

Commissioner Wrenn asked the Director what plans have been made to provide training grant funds after the current available balance has been depleted. After this month, if all current requests are approved, the available balance will be just over \$1,000. Director Vittum responded that there was no plan to request additional funding at a time when State agencies have been ordered to reduce their costs of operation. However, if there were a need for a grant of more than \$1,000, it could be considered.

Under the Council's current policy, training grant funds are not actually disbursed until all documentation (certificate(s) of completion, receipts, etc.) is received from the officers who have completed the approved training. Funds are reserved as requests are approved and essentially earmarked for disbursement at a later date, i.e. the fee for training is paid by the requesting agency and they are reimbursed after the officer forwards the required paperwork to Police Standards and Training.

Director Vittum encouraged the Council to set a clearly defined time limit for submitting requests for reimbursement; after that time period has lapsed those monies would become available for future training requests. Some reimbursements currently pending are for training that happened several months ago; if these monies were returned to the fund, the amount of funds available might be adequate to support training for the balance of the current fiscal year.

Chairman Prozzo clarified with the Director the current procedure for disbursing training grant funds. He recommended a period of 30 days following the completion date of training as a cutoff date for submitting paperwork for a reimbursement.

Commissioner Wrenn asked if the Director could quantify the amount of funds that were currently earmarked for reimbursements and he gave a rough estimate of \$5,000.

In response to a question from Justice Roberts, Director Vittum stated that each agency may receive up to \$5,000 each fiscal year; until they reach that limit, they are permitted to submit requests for funds. Funds are granted on a first-come, first-served basis until an agency reaches the \$5,000 threshold.

Chief Russell articulated two issues that needed to be addressed: One, how to address the delay in receiving paperwork for grants already approved, which should be addressed as a separate issue; and, two, setting a policy for the timely disbursement of funds for grants not yet approved. He proposed that the staff contact the "delinquent accounts" and notify them in writing that they have 15 days to rectify their issue or the funds will be rescinded; for future grants, the deadline should be 30 days from the date training is completed.

Chief Russell put forth the following motion: That the agencies that have not turned in receipts be notified in writing that they have 15 days from the date of the letter to turn in the requested paperwork or they will be liable for the total cost of the completed training. Justice Roberts seconded the motion and the voice vote of the Council was unanimous.

Deputy Attorney General Fitch noted that only one of the eleven agencies granted funds to participate in NHTOA training in November and December have submitted any paperwork to our agency. In fact, this was only a completed application for the grant, not receipts or certificates of completion, and the Director confirmed that he has not received any of the paperwork required for reimbursement; all monies will be held until the appropriate paperwork is submitted.

The Director also stated that a portion of the \$8,000 dollars granted to Police Standards and Training for staff development in the coming year may in fact be returned to the fund. Chief Dodge noted that since July 1, only \$600 of funds granted have been returned. Chief Morency thought there may be more funds returned as communities come to the realization that they will not have "matching funds" needed to attend approved training and they may return funds to the Police Standards and Training Council in the coming weeks.

Commissioner Wrenn cautioned that requests need to be scrutinized closely to ensure that courses offered out of state are in fact not available in New Hampshire and whether it is necessary for one agency to send multiple officers to the same course. Such a practice effectively excludes other agencies who submit requests in the later part of the year.

Chairman Prozzo noted that in a number of past years substantial amounts have been returned and in some years there was a surplus at the end of the fiscal year. In contrast, the Council only very recently placed a cap of \$1,000 on all requests for training grant monies – not just on command training. He felt that the Council should approve the current requests up to \$1,000 per officer and proposed the amount be reduced to \$750 per officer for future requests.

Deputy Attorney General Fitch felt it was not fair to scrutinize or limit future grants in the current year if grants already approved in the current year had not had the same review process. He cautioned against “changing the rules in the middle of the game.”

Chief Russell asked whether Police Standards and Training offers a “first-line supervisor” course at the Concord location, similar to the program offered by Roger Williams University in Portsmouth, Rhode Island. The Director confirmed that, yes, we do. Chief Russell further inquired about the advantage of completing the training in Rhode Island, instead of attending the local program.

Chief Morency stated that he found the curriculum offered at Roger Williams University to be more in depth than that offered at our facility. He suggested exploring the possibility of having Roger Williams instructors come to Police Standards and Training to conduct the course periodically to reduce the cost for New Hampshire officers to participate.

Chief Russell and Commissioner Wrenn felt that it may be appropriate for our agency to review the first-line supervisor program offered by Police Standards and Training, compared with training conducted by Roger Williams. Chief Russell noted that Newport and Somersworth have each requested to send two of their officers to the Roger Williams First-Line Supervisor course and he suggested it may be appropriate to approve only one for each agency, so that funds could be preserved for future requests received from other agencies during the next few months.

Deputy Attorney General Fitch suggested that it would be helpful to research the number of officers who have received grants to attend Roger Williams command training and other schools that are routinely requested over the past three years and the amount paid out for these grants by Police Standards and Training. Other schools would include the LEEDS training offered in Massachusetts. And, if there are other schools routinely requested that compare with what is offered by our agency, list those, as well.

Chief Morency moved that the Council approve all of the current training grants as submitted, and Chief Dodge seconded the motion. A voice vote of the Council was in the affirmative, 7-1, with Chief Russell the lone dissenter. Grants approved include:

**Meredith Police Department’s** request to send Philip D. McLaughlin to the First Line Supervisor course at Roger Williams University in Portsmouth, Rhode Island, for two weeks beginning January 25, 2009.

**Amount: \$1,000.00**

**Newport Police Department’s** request to send Corporal William Russell and Corporal Patrick Zullo to the First Line Supervisor course at Roger Williams University in Portsmouth, Rhode Island, for two weeks beginning April 20, 2009.



**Amount for two officers: \$2,000.00**

**Seabrook Police Department's** request to send Sergeant David Buccheri to the First Line Supervisor course at Roger Williams University in Portsmouth, Rhode Island, for two weeks beginning January 25, 2009.

**Amount: \$1,000.00**

**Somersworth Police Department's** request to send Sergeant Matthew Amatucci and Sergeant Joseph Geary to the First Line Supervisor course at Roger Williams University in Portsmouth, Rhode Island, for two weeks beginning January 25, 2009. **Amount for two officers: \$2,000.00**

**Springfield Police Department's** request to send Sergeant Michael J. Beaulieu to the First Line Supervisor course at Roger Williams University in Portsmouth, Rhode Island, for two weeks beginning April 20, 2009.

**Amount: \$1,000.00**

#### **Other Training**

**New Hampshire State Police's** request for seven troopers to attend the Advanced Counterfeit Identification Training Program (ACITP) offered by the Document Fraud Training Institute, at the Manchester Police Department, February 11 through February 13, 2009.

**Amount for seven troopers: \$1,353.33**

**Newfields Police Department's** request to send Lieutenant Anne M. Gould to the FBI New England Law Enforcement Executive Development Seminar (NE LEEDS) in Uncasville, Connecticut, from February 2 through February 6, 2009.

**Amount: \$ 752.00**

Deputy AG Fitch moved that the Council establish a policy going forward that, when training grants are awarded (*including the grants approved today*), the agency will have 30 days from the completion date of the approved training to submit all required paperwork to receive reimbursement; if they do not, the approved funds will be returned to Police Standards and Training to apply to future grant requests.

Deputy AG Fitch recommended that this policy change be publicized in the next issue of **The Bulletin**.

Justice Roberts recommended placing a notice in **The Bulletin** that will advise all agencies of the limited funds currently available; and, likewise, when funds are returned or rescinded, a notice should be published advising all agencies of the opportunity to utilize those funds.

Commissioner Wrenn seconded the pending motion, and the voice vote of the Council was in favor, 8-0.

### **Ongoing Physical Fitness Testing Requirements and Year-End Rehire Dates**

NOTE: Justice Roberts was not present for this discussion.

The staff requested the Council to consider the following issue and provide guidance for how to apply the three-year testing requirement:

If an officer leaves employment with an agency in the year that they are required to meet the ongoing physical fitness testing requirement and becomes employed after a lapse in service by the end of the same year, is the deadline for fitness testing still December 31 of that year?

The Council considered these factors:

- The Council has granted the staff authority to grant recertification within three years with no action on the part of the Council or the department, as long as there were no events requiring an eligibility hearing.
- The Rules permit an officer to work for six months after hiring without certification.
- If the Council grants certification on PT&E (for full-time) with some training required, they have also consistently required that an entrance PT test be one of the requirements.
- The testing process is the same for entrance fitness and ongoing fitness, EXCEPT, that the bench press IS required for academy entrance, but is NOT for three-year PT testing.

Discussion ensued regarding determining the anniversary date for the three-year cycle for the ongoing physical fitness testing.

Commissioner Wrenn put forth the following motion: After any break in service where certification is lapsed, upon rehiring the officer is considered a “new hire” and the Council will require a medical waiver and the successful completion of entrance fitness testing, along with any other requirements placed on them, such as attending the Law Package or any requirements regarding annual training or firearms qualification, within six months, before the officer can be recertified. Following a second by Chief Russell, and with Justice Roberts absented, the Council voiced their unanimous agreement.

### **NONPUBLIC SESSION: Compliance with Ongoing Physical Fitness Testing**

Deputy Attorney General Fitch moved that the Council enter into a nonpublic session for the purposes of discussing personnel issues, as provided in RSA 91-A:3, II, (c). Following a second by Commissioner Wrenn, the roll call vote of the Council was unanimous, 9-0. The nonpublic session commenced at 11:40 a.m.

Deputy AG Fitch moved to seal the minutes of the nonpublic session. The motion, seconded by Chief Dodge, carried with the unanimous support of the Council.

A motion by Deputy AG Fitch for the Council to exit the nonpublic session was seconded by Commissioner Wrenn. The roll call vote of the Council was in favor, 9-0. The nonpublic session concluded at 12:03 p.m.

Sometime later, in public session, the Chairman clarified that the Director would issue a letter as soon as possible to the chiefs of those officers who have not yet complied with ongoing fitness testing requirements, probably within the next several days.

#### **Applicability of the Rules for Persons Sworn in with Law Enforcement Ability Only**

The Council considered the following points raised by Mr. Lohmann: Some departments and sheriffs swear in persons who are not employed by them directly to give them extended authority. The question to the Council is: Are these people employees? Are the sheriffs or departments who swear them in required to file a Form A for them?

Advice given in the past is that we do not require Form As to be submitted or background checks to be submitted. These persons are already sworn and they are not employees of or paid by the sheriff's department or an agency and, therefore, submitting a Form A is not required. Director Vittum has asked for the opinion of the Council on this matter.

Deputy Attorney General Fitch stated that the Attorney General, with the support of the Council, now has the authority to swear in task force members and others; given this circumstance, Deputy AG Fitch asked to be recused from deliberating and voting on this matter.

Chief Morency noted that there are certain unincorporated areas surrounding the City of Berlin and the sheriff has sworn in persons in those areas. There is no compensation for this act. He felt that it would impose a burden upon that sheriff's department to require them to file a Form A. Chairman Prozzo felt that the fact that these persons were not employed by the Town or the County would exempt them from the requirement to file a Form A.

NOTE: Commissioner Wrenn was excused from the rest of the meeting.

The Director commented that he was satisfied with the current procedure and the Council agreed.

#### **All-Hazards Incident Management Team Development Plan**

Chief Morency distributed to the Council members a document entitled **All-Hazards Incident Management Team Development Plan** and explained that he sits on an advisory council for emergency preparedness management. One of the issues that was raised by police chiefs was passing a training rule that would affect several hundred personnel and that would affect the Council's evaluation of best practices for special response teams. He asked for the Council's input on the recommendations in this document at the next Council meeting on January 27, 2009.

***Other Business***

**Gift Acceptance**

The Council was informed that Captain Kimberly Roberts has received a gift from the graduating class of the 89<sup>th</sup> Corrections Academy, a pen valued at \$26.67. Commissioner Wrenn moved that the Council approve the gift; however, Deputy AG Fitch stated the Council was not required by statute to do so, as the gift was not valued at an amount substantially greater than \$25. He recommended the motion clarify that the Council, being made aware of the gift to Captain Roberts, is not troubled by the acceptance of the gift and that it is appropriately a personal gift that Captain Roberts may keep. With the second by Deputy AG Fitch, the Council supported the amended motion without exception.

***Next Meeting Date/Adjournment***

The next meeting of the New Hampshire Police Standards and Training Council will be held on Tuesday, January 27, 2009, at nine o'clock in the morning.

Upon a motion by Colonel Booth, seconded by Justice Roberts, the Council voted unanimously to adjourn the meeting at 12:09 p.m.

Respectfully submitted,

  
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Chairman Michael L. Prozzo, Jr.