

BOARD OF POLICE COMMISSIONERS  
MINUTES OF MEETING

A meeting of the Board of Police Commissioners was held in the Community Room at the Burlington Police Department on **Tuesday, May 26, 2015**. Chair Kenney called the meeting to order at 5:21 p.m.

The following Commissioners were present: Chair Sarah Kenney, Vice Chair Jerry O'Neill, Commissioner Paul Hochanadel, and Commissioner Nyree Miles. Also present were Chief Michael Schirling and Kimberly Caron, Police Commission Clerk.

**Additions or Modifications to Agenda:**

~There were no additions or modifications to the agenda.

**Public Forum:**

~Karl Novak with the Veterans for Peace group addressed the Commission for public forum. Mr. Novak read a letter written by Lawrence Hamilton, addressed to the Commission, urging them to support the City Council's resolution on military equipment.

~Former City Council member Rachel Seigel addressed the Commission for public forum, urging them to support the City Council's resolution on military equipment.

**Chief's Report:**

~FY15 budget is on target.

~Staffing – Dispatch is fully staffed at 12. Sworn staff is at 96. Two certified officers will start in June. There are three officers currently hired for the next Police Academy in July. This will put sworn staff at 101 in anticipation of upcoming retirements.

~The next Coffee with the Chief will be on June 9<sup>th</sup> at the Bagel Café on North Avenue.

~The Community Engagement Barbecue occurred on May 7<sup>th</sup> from 4-7 p.m. in Battery Park. The attendance was approximately the same as the previous BBQ, at about 700 people.

~The last installment of the Community Academy, the YES Program at the Burlington High School, will start on 5/27/15.

~Transition planning is ongoing. The first round of interviews for the new Chief are in process.

**Discussion on City Council Resolution regarding Military Equipment:**

~ There was a discussion on the City Council's resolution regarding military equipment. Chair Kenney shared some of the emails she received regarding this issue.

~Chief Schirling reiterated the Department's position on the resolution and explained the Department's purchasing policy with the City. Any major purchases must first go through the Chief Administrative Officer (CAO), the Board of Finance and the Mayor before being approved. High cost items must then go to the City Council to be approved. No equipment can be purchased without a record of it going to the CAO. Discussion followed.

~Chair Kenney suggested that the Commission draft a letter of reply to the City Council and discuss the letter at the next meeting.

**Discussion on City's 10 Year Capital Plan:**

~There was a discussion on the City's 10 Year Capital Plan and how the Police Department fits into the plan. It was suggested that Chief Schirling draft a letter regarding the Department's input on the plan and present the letter to the Commission at the next meeting.

**Incoming Correspondence:**

~There was no incoming correspondence.

**Commissioners' Updates/Comments:**

~Vice Chair O'Neill commented on how he appreciates the Nixle information program the Department uses to put out information to the public.

**Review Updated Directives, Naloxone Directive adoption:**

~The Commission discussed the new Naloxone Directive. Minor grammatical edits were suggested. Vice Chair O'Neill moved to approve and adopt the Naloxone Directive as amended. Chair Kenney seconded, all in favor, so passed.

**Consent Agenda - Minutes of the 4/28/2015 Meeting:**

~Chair Kenney moved to approve the 4/28/2015 minutes. Commissioner Hochanadel seconded; all in favor, so passed.

**Next Meeting's Agenda Items and Date:**

~Chair Kenney requested a discussion on the drafted letter of response to the City Council regarding the resolution be added to the next meeting's agenda. The next meeting date was set for Tuesday, June 23, 2015 at 6:00 p.m.

**Executive Session:**

~No Executive Session was needed.

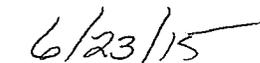
**Adjournment:**

~Vice Chair O'Neill moved to adjourn the meeting at 6:40 p.m. Chair Kenney seconded; all in favor, so passed.

Respectfully Submitted,



Kimberly Caron,  
Clerk of Police Commission



Date