



**CITY OF DOVER**

## POLICE STRATEGIC PLANNING COMMITTEE - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Office of City Manager - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Wednesday, February 21, 2007**  
Meeting Time: **4:00 pm**

### 1. ATTENDANCE

In Attendance: Donald Andolina, Jack Buckley, Robert Straton, and Bernard Tisserand. Also in attendance, Sue Daudelin, Human Resources Director.

### 2. PLAN ORGANIZATIONAL APPROACH / DETAILS FOR PUBLIC HEARING REGARDING RECRUITMENT OF NEW CHIEF OF POLICE

Committee members received an overview of what the City Manager wants to accomplish with the Police Strategic Planning Board's participation in the recruitment process for a new Chief of Police. The City Manager is asking the committee members to host a public forum to garner input from residents, business owners, and property owners to determine what knowledge, skills, and abilities they would like considered during the hiring process. A follow-up meeting with the City Manager would summarize the input received from the public.

Committee members received a copy of the input compiled from Police Department employees. Sue will email the list to all committee members; they would like to review the list, consolidate items where applicable, and prioritize / weight the items.

Bernard and Don will work on a Gantt Chart to layout the recruitment process.

The committee decided to hold the meetings on the following dates / times:

Public Forum - March 22, 2007, 6:30 PM in the McConnell Center Cafeteria  
Follow-up w/ City Manager – March 29, 2007, time to be determined

The committee determined the means of advertising / informing the public:

Channel 22,  
City Website,  
Foster's Daily Democrat, and  
WTSN & WOKQ (as public service announcement)

The committee agreed on the Public Forum format and ground rules:

A moderator will explain the process, state expectations, and cover the ground rules.

Each speaker will be allowed three (3) minutes maximum.

Comment cards / "goose egg" sheets will be available for residents to provide written input.

Moderator will close the session by thanking people for the participation in the process.

Robert Straton made a motion for Bernard Tisserand to act as moderator; seconded by Jack Buckley; passed unanimous.

### 3. ADJOURN

Jack Buckley made a motion to adjourn at 4:50 PM; seconded by Don Andolina; passed unanimous.



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### **POST MEETING ADDENDUM TO MINUTES:**

On February 22, 2007, City Manager Joyal asked the Police Strategic Planning Board members to move up the date for the Public Meeting from March 22, 2007 to either March 8, 2007 or March 15, 2007. Via email and telephone the Board members agreed to hold the Public Meeting on March 8, 2007 at 6:30 PM. It was also discussed and agreed that the comment sheet should be free-form rather than a "goose egg" format to remove the perception that the committee was trying to guide or direct opinions or categories. Lastly, the follow-up meeting with the City Manager, to provide feedback, was rescheduled for March 15, 2007 at 4:00 PM in the City Manager's Office.