

**Town of Randolph
Meeting Minutes
Police Services Committee (DRAFT)
August 29, 2023**



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2 ***This meeting was hybrid, with remote access provided via Zoom.**

3 ****This draft is intended for open meeting law compliance. A more detailed version may**
4 **replace the draft.**

5
6 **Police Services Committee:** Trini Brassard, Judy Powell, Stephanie Tyler, Sheila Jacobs (joined
7 at 6:30 p.m.), Kristin Chandler, and Joe Voci.

8
9 **Municipal Staff:** Trevor Lashua, Town Manager, Scott Clouatre, Chief of Police.

10
11 **Public Attendees:** Amanda Porter, Matt.

12
13 **1. Call to Order**

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15 Trini called the meeting to order at 6:04 p.m.

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17 **2. Public Comment**

18
19 There was no public comment.

20
21 **3. Approval of Agenda**

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23 *Joe moved to approve the agenda. Judy seconded. The motion passed 5-0.*

24
25 **4. Approval of Meeting Minutes.**

26
27 *Kristin moved to approve the minutes of 8/15 with the following amendments:*

- 28 • *Judy suggested Chester be added to the benchmark study, not Kristin.*

29
30 *Joe seconded. The motion passed 5-0.*

31
32 **5. Business**

33
34 **5.a. Review benchmarking exercise.**

35
36 Trevor provided an update on progress and what remains to be added. An updated version will
37 be presented next meeting.

38
39 **5.b. Review data and “discuss” buckets.**

40 The committee spoke about how to group calls by category, and with the district/outside district
41 markers. The committee discussed high utilization/common encounter entities, and ways to get a

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42 better sense of needs, opportunities, and pressures. Examples included Gifford, the school
43 district, and Clara Martin. Other organizations, like Safeline, would also be good to add to the
44 mix.

45
46 There was brief discussion about how to set the service percentages for district/outside the
47 district service, such as looking at models from other communities with similar enough
48 situations.

49
50 For the high utilization/common encounter entities, the committee looked at two primary
51 question areas:

- 52 • What have we “been there” for and how often?
- 53 • What’s the need – real, perceived, forecasted?

54
55 The committee asked to invite those entities to future meetings, beginning with the 9/12 meeting.

56
57 There was discussion about adding VSP and VTC to the invite list, along with some private
58 entities (the Barn, Shaw’s, McDonald’s – all areas with some call volume associated).

59
60 The group returned to a discussion of how to collect average call times, and the difficulties of
61 that task.

62
63 **5.c. Discuss Research, Follow Up, and Tasks for Next Meeting.**

64 The invitations were the main item.

65
66 **6. Communications and correspondence.**

67 This item was added following the prior meeting. All contact information had been added to the
68 website. There was nothing received to report.

69
70 **7. Adjournment**

71
72 *Joe moved to adjourn the meeting at 6:53 p.m. Kristin seconded. The motion passed 6-0.*

73
74
75 **The next regularly scheduled meeting is on September 12, at 6:00 p.m.**

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