

LACONIA POLICE COMMISSION MEETING

Meeting took place at 2:00 p.m. in the Armand A. Bolduc City Council Chamber, Laconia City Hall, 45 Beacon Street East, Laconia, New Hampshire

1/28/2026 - Minutes

1. CALL TO ORDER

Commissioner Davis called the meeting to Order at the above date and time.

2. SALUTE TO THE FLAG

Commissioner Davis led the Pledge of Allegiance.

3. RECORDING SECRETARY

Executive Assistant Lori Marsh.

4. ROLL CALL

4.A. Commissioner Davis recognized Commissioners present - Chairman Douglas Whittum, Commissioner Frank Mello and Commissioner Scott Davis.

4.B. Commissioner Davis recognized Staff present - Chief Matthew Canfield and Captain Allan Graton.

4.C. Commissioner Davis recognized a quorum has been established with three Commissioner members present.

5. PERSONNEL MATTERS

5.A. Swearing In: Officer Stephanie Caron and Officer Jasmine Sallies

Chief Canfield invited Lieutenant Chris Noyes to address the Commission.

Lt. Noyes introduced our first new hire - Officer Stephanie Caron. Stephanie grew up in Concord, New Hampshire. Her interest in criminal justice began with the Concord High School vocational class her junior and senior year. Following high school, Stephanie went to Plymouth State University and achieved her Bachelors Degree in Criminal Justice. Although her love for the justice system was high, she joined the Air Force, where she

also obtained her Masters Degree in Criminal Justice. It was in the Air Force she faced challenges where she had to choose to wake up each day to be a better version of herself, regardless of all or any adversity. Her focus began to shift towards a career in clinical psychology (Bachelors and Masters achieved). While progressing in the psychology field, she had internships working at a residential unit with troubled children and adolescents who experience severe trauma and mental health disorders at Worcester County Jail on the mental health unit and gang unit, and working outpatient across the age spectrum at the Concord Center and Lifestance Health, accumulating 3000+ clinical hours before returning to where it all began. Although this has been a whirlwind, she feels each path led her back to the field of criminal justice, providing her with the tools, experiences and a newfound perspective that will be of value to her ability to respectfully serve the community of Laconia.

Although it seems like Steph is all school and no fun, that simply is not the case. Steph is working on the NH 48 and she loves hiking and camping with her dogs. Steph is a landscape nature photographer and she enjoys other nature-based hobbies like paddleboarding, kayaking and snowshoeing. She is ready to embrace this adventure of life and feels privileged to join the Laconia Police Department family.

City Clerk Katie Gargano conducting the swearing in of Officer Stephanie Caron.

Lieutenant Noyes then introduced our second new hire - Officer Jasmine Sallies. Jasmine grew up in Laconia and is a graduate of Laconia High School. She earned an Associates Degree in Criminal Justice, before relocating to Maine, where she began her law enforcement career. Jasmine served as a police officer for over three years, gaining valuable experience and knowledge during her time with the Brewer Police Department.

Out of her professional duties, Jasmine enjoys spending time with her dog, Reni, being outdoors, staying active and making memories with her family and friends. Jasmine is excited to be back home serving the community she grew up in.

Jasmine was also a dispatcher at the Belknap County Sheriff's Department before she went to Brewer, Maine, and her aunt is also in attendance, who works for the City.

City Clerk Katie Gargano conducting the swearing in of Officer Jasmine Sallies.

5.B. Commendations & Awards

No discussion.

5.C. Resignations/Retirements

No discussion.

5.D. Promotions/Classification Change

No discussion.

6. COMMAND STAFF REPORTS

6.A. Support Division

Captain Graton reported the following:

Our Ford F250 truck is all outfitted and on the road and we were able to use it quite a bit in the last storm, as we have the plow on it as well.

One of our low profile cars is done and the other one is still at OME. After that is done, we will get the full line car set up.

The RTCC (Real Time Crime Center) is getting near completion. They are currently working on the installation of all of the screens and the software.

Commissioner Davis inquired if the truck just plows the lot at the police department and Captain Graton advised yes. Chief Canfield advised we needed a bigger truck to pull that trailer we have, as it was too much for the F150, so that was the primary focus. The plow helps especially for storms like we just had and it takes a little bit of the burden off of Public Works if they don't have to plow our lot consistently.

6.A.i. Orders and Bulletins

No discussion.

6.B. Operations Division

Chief Canfield reported the following:

They have been busy with a number of significant crimes scenes as of late.

Currently there are three officers in the academy due to graduate in April, two of which have been through the field training program. Once they get back, he expects it will be a couple of weeks in the field training program and they will hit the ground running before summer.

The two officers who were just sworn in are in the six week in-house academy. Jasmine is full time certified, so she just has to complete the law package for New Hampshire, so he expects her field training program will be a matter of several months before she is on her own. Steph has to attend the academy, which she is currently scheduled for the next academy in the summer time.

We are currently at a staffing level of 42 out of 45 with the retirements of Steve Orton and Lieutenant Butler. We're not doing too bad given those retirements and the hit we took there. We are currently in the recruitment phase working with a number of different candidates through the initial testing phases and hoping they will get through to a background investigation.

6.B.i. Hirings

7. COMMISSION ACTION

7.A. Acceptance of minutes from previous meeting

On a Motion by Commissioner Mello, seconded by Chairman Whittum, and passed unanimously, the meeting minutes of December 17, 2025 were accepted as distributed.

7.B. Out-of-State School(s)

Chief Canfield advised there are two on the agenda and two that didn't make the agenda.

The first two are for Detective Eric Adams to attend two out-of-state schools. One is the National Alliance for Drug Endangered Children being held in Las Vegas, Nevada, May 5-7th. The second one is the Prescription and Illicit Drug Summit being held in Nashville, Tennessee, April 6-9th, of which he has attended that one on an annual basis. Both of these are completely covered by the Opiate Abatement Grant that is through the Attorney General's Office, so there is no cost to us for either one. The Prescription Drug Summit is a requirement of the grant that he attend each year.

The third is for himself to attend the Police Executive Research Forum. This is a group that he belongs to and typically attends the annual conference each year, as well as attend their town hall meeting, which is a day long summit at IACP. This year it is being held in Los Angeles, California.

The fourth request is for Captain Allan Graton to attend the Axon Week in Nashville, Tennessee, April 7-9th. He typically attends the Axon Conference, which is a technology summit. We use a lot of the Axon products, whether it be our body camera, in-car camera systems, drone systems and the Fosis Program that we are moving to for our Real Time Crime Center, as well as a our tasers. This conference brings together all of their products and technology and latest updates.

On a Motion by Chairman Whittum, seconded by Commissioner Mello, and passed unanimously, the above four requested trainings were approved.

Councilor Soucy inquired if all of the trainings are covered by grants and Chief Canfield responded that only two are covered by grants and the other two will be coming out of our training line item.

8. REVIEW OF MONTHLY ACTIVITY REPORTS

8.A. Department Monthly Activity Highlights

Chief Canfield reviewed the Department Monthly Activity Highlights. No further discussion.

8.B. Criminal Investigative Unit Monthly Activity Report

Captain Graton reviewed the Criminal Investigate Unit Monthly Activity Report. No further discussion.

8.C. Budget Reports

Captain Graton reported we are trending a little under for salaries. Overall we are about 1-1.5% under budget. Commissioner Davis noted we are just about halfway done and Captain Graton advised the current reports are through January 22nd, so we're a little more than halfway through.

Chairman Whittum inquired about the change in the budget format. Captain Graton advised this is due to the change in accounting software through the City.

Councilor Soucy inquired if we have started working on next year's budget. Chief Canfield advised it has been submitted to the City Manager. Councilor Soucy inquired what that shows and Chief Canfield advised he does not know the increase of the top of his head.

He indicated the only significant ask was for a full time Crime Analyst position. He indicated that position is Integral to the Real Time Crime Center and we asked for the position last year, but it was cut to six months and then eliminated. That was the only significant increase, aside from contractual issues with outside contracted services and Union contract increases. Councilor Soucy inquired if there are any Union contracts up this year and Chief Canfield advised there are not, as we are in year #2; however, there are contractual increases that will take effect.

8.D. Monthly Traffic Report

Chief Canfield reviewed the Monthly Traffic Report, noting officers are issuing tickets now that the seasonal Community Resource Officers are no longer with us until Memorial Day. No further discussion.

8.E. Monthly Fleet Report

No discussion.

9. CORRESPONDENCE TO/FROM THE DEPARTMENT

Chief Canfield advised we received a nice thank you for Officer Briggs, thanking her for her exceptional police work.

10. CHIEF'S REPORT

Chief Canfield reported the following:

Year to date we've had no drug overdose deaths. Last year we concluded the year with a total of 21 overdoses and 2-3 suspected fatal drug overdoses. Those numbers are extremely down compared to 3-5 years ago when we were seeing upwards to 20 overdose deaths. It's the trend to move away from the heroin and fentanyl, which was what was killing people, and we are seeing a lot more meth on the streets and cocaine has made a comeback, but we're seeing a much more pure form of cocaine.

Touching base on some special statistics from our enforcement activities from 01/01/25 through 12/31/25, in the downtown area alone, we made 350 arrests and issued 100 summonses. Those were specifically targeting Rotary Park, Stuart Park and the downtown area for those quality of life issues. This past summer was significantly different from what it has been the past couple of summers as far as the loitering and drinking in the parks and it has made a difference. But 350 arrests and 100 summonses just in the downtown is pretty significant.

Our arrests are up 10% over 2024. Our motor vehicle summonses are up 99% over 2024. And our extra patrols are up 26.99% and our park, walk and talks are up 2.76% over 2024.

There are several components of the SpdrTech cad software. For every caller who calls the police department for assistance, it send a text message acknowledgment of their call and gives them the case number and officer ID number. If there is a delay for a priority call, it will notify them automatically. It also does follow ups on the case to update the victim throughout the case.

For the month of December, we sent a total of 311 text messages and had a 17% survey completion rate. A 17% completion rate is very significant, although it's down for us because we are typically at 20-25%.

Chairman Whittum had mentioned the comments and he agrees that they are very nice and he reviews all of them that come in. If they leave a contact number he follows up with them. Overwhelmingly those comments are extremely positive about the police services they receive in Laconia. Being in this profession, we can't please everybody, so there is always going to be that percentage who are not happy with the outcome of a case. But for the most part people are very satisfied with the level of police services they are receiving in Laconia.

Chairman Whittum noted that the people making the negative comments tend to be the same people all the time. Chief Canfield agreed; however, noted it's a small group.

During the week of December 8th we completed our remote accreditation assessment year #1. Last year we were re-accredited, so this starts our accreditation process over again. This was a our year #1 remote accreditation and aside from a few little hiccups, we did very well and it was a successful review.

We are currently in the process of doing a promotional process for Sergeant and Lieutenant. So he will present them to the Commissioner in the next couple of months for consideration for promotion.

Himself and a few others, including all of our dispatchers participated in a Responding and Investigating Bomb Threats and Swatting Hoaxes training. This is a really big thing going on around the country and really around the world with AI and even prior to AI. You can change your voice and you can be in the United Kingdom somewhere and call Laconia, New Hampshire and say someone is being shot at the high school, which is an actual one that we received. It was put on by FBI Boston and was a way to get some tips and tricks on how to decipher if these calls are real and how to investigate them, but most importantly how to respond without an overwhelming police response to something that is false. It was a really good training and there were a lot of good takeaways for our dispatchers was well.

11. **OLD BUSINESS**

No discussion.

12. **NEW BUSINESS**

No discussion.

13. **OTHER BUSINESS**

14. **CITIZEN COMMENTS**

Councilor Soucy thanked the Commission and advised he is pleased to be in the role of liaison and Chair of the Public Safety Committee. He will do whatever he can and it's a honor.

He stated that from his experience, PWT is the most important thing, especially in the evenings and overnight. He is really glad it's still being done and sees it on the stats and our work is paying off. He stated he feels we have one of the best departments in the State. He sees that just the equipment we have today and the modernization of software and how it's being used is enormous.

Chairman Whittum mentioned the demands have changed and Councilor Soucy agreed and noted what Chief Canfield is doing with current staff and the amount of population, which bumps up in the summer, is enormous.

Councilor Soucy also mentioned that a bid has been put out for light at Rotary park.

15. CONFIRMATION OF NEXT MEETING DATE

The next Regular meeting date of February 18, 2026 was confirmed.

16. NON-PUBLIC SESSION (According To RSA 91-A:3,II (I))

Consideration of legal advise provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

On a Motion by Chairman Whittum, seconded by Commissioner Mello, and passed unanimously, in accordance with RSA 91-A:3,II(I), the Laconia Police Commission entered into Non-Public Session at 2:42 pm.

Roll Call Vote to enter Non-Public Session:

Chairman Douglas Whittum - Yes

Commissioner Frank Mello - Yes

Commissioner Scott Davis - Yes

At 3:06 pm, the Non-Public Session ended on a Motion by Commissioner Mello, seconded by Chairman Whittum, with a unanimous vote.

Public Session reconvened at 3:06 pm.

Commissioner Davis entertained a Motion to seal the minutes, moved by Commissioner Mello, seconded by Chairman Whittum, and passed unanimously, because it is determined that divulgements of this information likely would affect adversely the reputation of any person other than a member of this board.

Roll Call Vote to Seal the Minutes of the Non-Public Session:

Chairman Douglas Whittum - Yes

Commissioner Frank Mello - Yes

Commissioner Scott Davis - Yes

17. ADJOURNMENT

Meeting adjourned at 3:07 pm.