

The Town of St. Albans  
POLICE ADVISORY COMMITTEE  
Meeting held via Zoom  
November 10, 2021 at 6:30 p.m.

---

Minutes - Draft

**Present:** Dr. Jen Williamson, Dan Merchand, Danielle Charbonneau, Preston Fuller, Ben Kaufmann, Jay Sweeny and Sheriff Langevin.

**Staff Present:** Corey Parent, Director of Operations

**Public Present:**

### **CALL TO ORDER**

J. Williamson called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

### **CHANGES TO THE AGENDA**

FY 23 Budget discussion was added to the agenda.

### **REVIEW COMMUNITY SURVEY RESULTS**

92 people took the Google forms survey the PAC put out in September of 2021.

There was discussion about results, no actions were taken. A request was made for the staff at the Town of St. Albans to develop a way residents can communicate with the Town in a manner the PAC can see.

### **UPDATE FROM SHERIFF LANGEVIN**

Sheriff Langevin discussed staffing challenges, a number of officers has health and bereavement leave. In light of those challenges, Sheriff Langevin mentioned that the FCSO works with Sonny Provetto, a consultant who specializes in helping police officers with trauma. C. Parent asked Sheriff Langevin if it would be possible to have Sonny speak to the Police Advisory Committee.

Sheriff Langevin shared his optimism that there will be more in-person training available for officers in the coming months.

Sheriff Langevin provided the PAC with police activity broken down by race. There were no concerns from any of the PAC members.

Sheriff Langevin shared staffing information for the PAC to review.

### **DISCUSSION ON THE INDEPENDENCE OF THE POLICE ADVISORY COMMITTEE**

The PAC discussed the future role of the committee. It was discussed how many times the committee should meet, how many surveys should be done annually, and if Town of St. Albans should have staff present at each meeting.

J. Williamson suggested that the committee take on more work and less staff.

D. Charbonneau didn't know if it would be a requirement to have administrative staff in the future, but did state that she thought it was important to have a staff member at each meeting at this time since the committee is so new.

B. Kaufmann agreed that it's important to have staff at the meetings. He felt the committee might be getting ahead of itself to worry about changes in its role.

No action was taken, but there was consensus that the committee will be more involved, should continue to meet monthly, and have staff at the meetings.

**WEBSITE CHANGE**

C. Parent showed the committee that a new contact form is on the website for the residents to ask a question to the Police Advisory Committee.

Committee asked to be notified when a question or comment comes in.

J. Williamson asked if they could have a PAC email. C. Parent said he'd discuss with the Town Manager and report back to the committee.

**BUDGET DISCUSSION**

C. Parent mentioned its budget season and asked the committee what they'd like to request for funding for FY23.

There was discussion for how to conduct the twice annual community surveys and the costs associated with each option.

C. Parent mentioned \$2,100 was needed for stipends.

D. Charbonneau made a motion to ask for \$5,000 in addition to salaries. There was no second.

D. Charbonneau made a motion to ask for \$5,100, inclusive of salaries. P. Fuller second. Motioned carried unanimously.

**MINUTES**

J. Sweeny made a motion to approve the October 13, 2021 minutes, B. Kaufmann seconded. Motioned carried unanimously.

**ADJOURNMENT**

D. Merchand made a motion to adjourn at 7:57 pm. J. Sweeny seconded. Motioned carried unanimously.

Respectfully submitted,  
Corey Parent, Director of Operations

_____	_____
<b>Dr. Jennifer Williamson, Chair</b>	<b>Date</b>
_____	_____
<b>Armand Messier, Clerk</b>	<b>Date</b>
_____	_____
<b>Danielle Charbonneau</b>	<b>Date</b>
_____	_____
<b>Ben Kaufmann</b>	<b>Date</b>
_____	_____
<b>Dan Merchand</b>	<b>Date</b>