

**Camera Oversight Committee Meeting**  
**February 25, 2021**  
**Meeting Minutes**

**Camera Oversight Committee Members Present:**

Susan Howards  
Sam Scott  
Ian Polumbaum  
Harry Chaveriat

**Town Staff Present:**

Acting Chief Mark Morgan  
Paul Campbell  
Casey Hatchett  
Scott Wilder  
Nick Goon

**Members of the Public Present:**

Sarah Hong

- Meeting called to order at 1800 hrs
- Introduction of all attendees
- Acting Chief Morgan gave an update on the cameras
  - No changes to the cameras or procedures
  - Camera usage is consistent with past years
- Scott Wilder gave an update on the cameras
  - All policies and procedures regarding the cameras are being followed
  - No camera misuse has been reported since inception of the cameras
- Susan Howards raised a concern that other Town Departments have cameras, which run 24/7 without any policies, procedures or oversight. The cameras used by the police are the only ones being scrutinized while having policies, procedures, and oversight
- A review of the CIMS cameras 2020 year-end report was provided
  - 53 requests for camera footage review
  - 39 requests resulted in footage being reviewed and a recording being made
  - Most requests were for criminal investigations, traffic crash investigations, and public records requests
- Open discussion regarding a joint meeting held with the Surveillance Technology and Military-type Study Committee
  - There was a lot of misperception of what the CIMS cameras do and what they are for
  - Retention time for the CIMS cameras is 30 days, which is in compliance with state law
  - There are plenty of ways the public is informed about the complaint procedure for the cameras and how people can ask questions or raise concerns yet no one has made any complaints regarding them

- The complaint procedure has always been and is in the policies and procedures
  - The status of the CIMS cameras, including shrouds, is discussed all throughout the CIMS documents
- Open discussion regarding the Camera Oversight Committee's role and the job it has done since inception
  - Scott Wilder notes that the Camera Committee has always asked hard questions, done its research while also maintaining a professional relationship with the police department.
  - The Committee has done its due diligence and gotten answers to its questions
  - The Committee has and continues to fulfill its mandates as set forth by the Select Board
- Discussion on future work
  - Possibly set up a meeting, prior to the next Committee meeting, to view the camera display in the lobby of the police station to ensure compliance
  - The cameras are due for an upgrade, with possible funding through UASI, the Committee should meet to either replacing the cameras or keeping them the same
  - The Select Board mandates the Committee meet twice per year, but for now the Committee will meet quarterly
  - Next meeting will be set for 3 months out with plenty of notice once a definitive date is determined.
- Meeting adjourned at approximately 1845 hrs