

# PC 2013/02/06

Rochester Police Commission  
Rochester, NH 03867

James F. McManus, Jr., Chairman  
Alan B. Bemis, Vice Chairman  
David E. Winship, Jr., Commissioner

## MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting in City Hall Council Chambers on February 6, 2013. Present at this meeting was Comm. McManus, Comm. Winship, Chief Allen, Dep. Chief Dumas, Attorney Grossman, Chaplain Lachapelle, the media, invited guests and recording Secretary Warburton.

The meeting was called to order at 7:00 P.M.

A. Pledge. All participated in the Pledge of Allegiance.

B. Prayer. Chaplain Lachapelle led the opening prayer.

C. Roll Call. The clerk called the roll marking Comm. McManus, Comm. Winship present.

Comm. Bemis was excused.

2. **PUBLIC COMMENT:** There was no public comment offered.

3. **ACCEPTANCE OF MINUTES:**

A. January 2, 2013

**Comm. Winship MOVED to accept the minutes of the January 2, 2013 meeting as presented. SECOND by Comm. McManus and PASSED.**

4. **OLD AND UNFINISHED BUSINESS:**

There was no old or unfinished business for discussion.

## 5. NEW BUSINESS:

### A. Oath of Office:

1. Officer Michael Brinkman took his oath for promotion to Sergeant administered by Attorney Grossman. His family was present to take part in the ceremony.

Chief Allen said a promotion to sergeant is “a significant milestone in a police officer’s career,” as a sergeant is the first line of supervision in the department. Officer Brinkman has served on the Rochester Police Department since August 2006, and has previously served in the U.S. Navy. He currently serves on the Crisis Intervention Team at the Police Department, is also a drug recognition expert and a field training officer. He has previously been recognized for traffic enforcement efforts, was recognized as the American Legion Officer of the Year in 2012, and recognized by the 40 & 8. He has been nominated for the Chief Blair Memorial Award at the department.

2. Sergeant Anthony Bossi, III took his oath for promotion to Lieutenant administered by Attorney Grossman. His family was present to take part in the ceremony. Lieutenant Bossi started his career in law enforcement as a Campus Police Officer in 1999 and was hired as a Rochester Police Officer in 2000. He was promoted to Sergeant in 2006 and then to Lieutenant earlier this month. At the Police Department, he coordinates the Honor Guard and is the liaison for the Rental Property Owners Association. He is instrumental in the Rochester United Neighborhoods program. Lt. Bossi has received the Life Saving Award three times, the Distinguished Unit Award four times, the Good Conduct Award, a Motor Vehicle Enforcement Award and has also been Employee of the Month for the City of Rochester. He too has been nominated for the Chief Blair Memorial Award at the department.

### B. Recognition and Awards

1. Lifesaving Award: Officer Swanberry and Sgt. Babine. Chief Allen noted that these two officers responded to a report of a suicidal man who had wrapped a zip tie around his neck in an attempt to take his own life. Officers Swanberry and Sergeant Babine were able to cut the zip tie and save this man’s life. If not for their quick actions, he probably would have perished. This is the first Lifesaving Award for Sergeant Babine and the second for Officer Swanberry.

2. Communications Specialist Bruce Daigle - Retirement Awards. Chief Allen recognized Specialist Bruce Daigle on his pending retirement from service.

He has been a dispatcher for the past 14 years, and prior to that a Rochester City firefighter. Chief Allen said, "We are really sad to see him go." He has done a great job dealing with a wide variety of calls made to the Police Department. "We receive any type of call you could possibly receive." Bruce was on duty during a number of high-profile incidences, including homicides and the hostage situation at Hillary Clinton's presidential campaign in Rochester in 2007. He was given a Department challenge coin, as well as a granite rock with the following inscription:

Bruce J. Daigle  
Communications Specialist

*Just a Voice.*

Making a difference, one call at a time;  
because someone's life depends on you.

More than a voice

In recognition of your service to the  
Police

Department and the Citizens of  
Rochester, NH.

December 1998 - February 2013

When offered the opportunity to speak, Specialist Daigle simply said its been a pleasure, a real fun ride.

C. Education Incentive: Chief Allen  
- Master's Degree

**Comm. McManus MOVED to approve the education incentive for Chief Allen recognizing his master's degree, in accordance with the city handbook. SECOND by Comm. Winship and PASSED unanimously.**

D. Three Year Plan for 2014 - 2016.  
Chief Allen stated that we complete a three year plan and update it every year as our road map to forecast our needs for the different areas in staffing, equipment, training and leadership.

FY14 - although in presenting the budget we had to propose cuts, we

were permitted to give issues and options explanations. We do have staffing needs. We need to follow the fleet replacement plan to avoid ripple affects in future years. The City has been good to the Department for the most part. We had requested five cars last year and got four. The fifth car that was designated for replacement has seen significant repairs this year. Training we will do some department wide crisis intervention training, as well as cultural diversity as we change and adapt to the needs of the community. We are also planning some training in CPTED (crime prevention through environmental design) to reduce the likelihood of victimization.

FY15 - we want to expand our problem oriented policing and investigative unit. Trends in those areas warrant the expansion. We will also look to make our part time records clerk full time. The fleet, again we need to maintain the replacement plan. We will look to expand our IP video surveillance to other city buildings, replace mobile cruiser radios, and we will also look to upgrade the cruiser video and add GPS to the back line fleet. We will look to replace the MDT's with tablets. They are much less expensive than the lap tops. Our software vendor doesn't currently have an application for a tablet device, but it is in development. Leadership we will evaluate our needs and adapt moving forward.

FY16 - will be a year of evaluation. We may look toward the unfinished third floor of our building as office space gets crunched. Possibly do some upgrades and finish off that space. We

will have to wait and see.

Comm. McManus said that money is tight. Hopefully we are continuing to look for grants to augment the quality of service we are known for. Anything we can do to take the burden off the taxpayer and citizen.

Chief Allen said we've been very aggressive seeking and securing grants and very fortunate to have commissions and city councils that have supported these initiatives. Equipment and police officers would not be funded without the assistance of grant funding. We will continue to explore grant funds. The financial times we are in we will do what we can to reduce that burden, as we are taxpayers as well.

## **E. Policy Updates**

1. Standard 31.2.2 Police Officer Selection, Affirmative Action and Equal Opportunity Employment Plan 2010-2015: Update, First Reading

**Comm. McManus MOVED to place policy 31.2.2 into First Reading. SECOND by Comm. Winship and PASSED unanimously.**

**Comm. McManus MOVED to place policy 31.2.2 into SECOND Reading for adoption. SECOND by Comm. Winship and PASSED unanimously.**

2. Standard 42.1.1.4 Willful Concealment: Update, First Reading

**Comm. McManus MOVED to place policy 42.1.1.4 into First Reading. SECOND by Comm. Winship and PASSED unanimously.**

**Comm. McManus MOVED to place policy 42.1.1.4 into SECOND Reading for adoption. SECOND by Comm. Winship and PASSED unanimously.**

3. Standard 84.1.4.2 Voluntarily Relinquished Prescription Drug Take Back Events: New, First Reading

**Comm. McManus MOVED to place policy 84.1.4.2 into First Reading. SECOND by Comm. Winship and PASSED unanimously.**

**Comm. McManus MOVED to place policy 84.1.4.2 into SECOND Reading for adoption. SECOND by Comm. Winship and PASSED unanimously.**

Chief Allen said this policy is drafted in part due to the national “drug take back” events that we have participated in several times. There have been changes to the state protocol and how these days are administered. There is criteria we have to meet. This policy gets us in line with the Attorney General mandates so we will be in compliance to participate in such events which are a benefit to the community by getting prescription drugs potentially out of the hands of children or folks that could abuse them.

F. Monthly Reports

1. Operations. Chief Allen said he is encouraged with the participation in the Ward program. The SWAT team was activated a couple of times this period, once for a warrant service in Farmington.

In K9 news, Keith and Daisy Mae have received their PD2 tracking certification. He also attended Teen night and was a hit. There is a great story in the Foster's today about Teen Night, and our partnerships with Diversion, the Rec Department and Bridging the Gaps is very productive. We look forward to continuing this program.

Our year end numbers for Comp Stat, some are good, some are not so good. Property crime saw a 4% increase for the year the majority attributed to shoplifting incidents. A correlating note is that we had a 25% increase in shoplifting arrests. We are getting more reporting from the merchants who are taking more of a no tolerance approach. We are arresting them and as a strategic tactic are publicizing photos. We are hoping for a long term impact this will be a deterrent.

Comm. McManus noted this is a problem for a lot of communities. We don't have any more than any other community, but we are publishing it.

Chief Allen said that thefts from motor vehicles had a 40% increase. Citizens can help us by locking and removing valuables from their vehicles. More than 95% of the thefts from motor vehicles came from

unlocked cars. It's a crime of opportunity. We have had people steal from citizens while vehicles were parked in garages. We could significantly impact this number if citizens were mindful about locking their cars. Crime has no borders. Perpetrators are mobile.

We are encouraged about the numbers for vandalism and burglary, both have been significant problems in years past. Vandalism is down 12% and Burglaries are down 25%.

Violent crime is always a concern. It had a negligible increase of 2%, mostly attributed to simple assaults. There were small increases in some categories as well as decreases in others.

2. Administration. Dep. Chief Dumas said our budget is in relatively good shape. The vehicle maintenance line is low and we will have to make a transfer for routine maintenance for the remainder of the year. We work closely with the finance department to do that. Its important to stick to the fleet replacement plan. Once the cars hit 90 to 100 thousand miles they are worn.

We met with the City Manager on January 30<sup>th</sup> to present the PD and dispatch budgets. We feel we made a good presentation of our needs. The City Manager will ultimately present a budget to meet the tap cap. The process we went through, although it was a lot of work and initially it seemed unnecessary, it allowed the Manager to get a good look at all the

Departments and this will help him as he puts the presentation together for the Council. We are the largest budget on the City side so we do expect cuts. But we also think we presented our needs well.

We processed the purchase order for the Power DMS software suite that was purchased with a grant. This will help us on policy distribution and testing employees on aspects of high liability and low frequency policies. We can sit here and talk about policy, but the truth is we haven't answered radio calls for some years. The line officers will be telling us that is not the way we do it. This will change how we write and archive our policies.

We are looking for permission to apply for grant funds for replacing our mobile radios. They were purchased in 2001, were no longer manufactured by 2004, with parts no longer being made as of 2011. It will cost roughly \$3200. each to replace these due to narrow banding and digital components. We can try for this competitive grant worth \$75,000., or try to piecemeal this through operations.

We have had training this month in recertification for tasers, as well as DRE (drug recognition expert) where these officers may be called to a motor vehicle stop or accident where impairment is evident but there is no smell of alcohol. Through the interview process they can pinpoint what the issue may be. Sgt. Brinkman and Det. Frechette are our DRE experts. It's a tool that really must be used or you lose the skill.

We still have openings. There will be a physical agility test on February 16. Thirty five candidates have confirmed attendance, though none are presently certified. The next academy is not until June.

The third Citizen's Police Academy in conjunction with Somersworth PD will run from March 12 - May 21. It is open to the first 20 applicants, ten from each community. It is a great opportunity for the citizens to see what their departments do. It is eye opening for both the citizens and the officers who participate. We are contemplating having this filmed by Metrocast and having it presented as a series. We are working on those logistics.

#### G. Other

Comm. McManus noted that the annual hockey game between Police and Fire is set for February 15<sup>th</sup> at the ice arena. Admission is a non perishable item for the food pantry. Doors open at 6:00 P.M.

Comm. McManus noted that the Department is doing a survey on how we are doing in meeting the needs of the community. It's an anonymous survey which can be found on our website and face book page.

Dep. Chief Dumas said we are using an intern to call people who have had contact with us to measure our service. We think we are doing a good job, but others may not think so. We are looking for honest feedback and how we can improve. We take our motto seriously.

Chief Allen noted that the email inviting folks to participate came from our POP Officer Tracy Hayes, who does a fantastic job, but the initiative comes from his office. We are looking to establish a baseline on the level of service we provide and how the public feels about our level of service. We want to hear it. It's important to the Department to know what the community expects from us. This is a valuable tool to measure that and we hope for a good cross section of participation.

Chief Allen said that he attended the Main Street Annual meeting at the Governor's Inn and was honored to receive on behalf of the Commission and the Department the award for Main Street Community Partner for 2012. Officer Hayes was with me to help accept the award. She is a member of the Board of Directors. I am truly honored for our recognition. We will continue to work with the Main Street group as our main street continues to flourish.

The Commission requested a letter to Main Street thanking them for the award.

## **6. CORRESPONDENCE:**

Members of the Department, including the following were recognized this month. Off. Kimbrough is thanked via "face book" for providing a ride to a citizen following an accident. Officer MacKenzie is thanked by the Farmington Chief and by the York

County Sheriff for building searches in their communities. Off. Garneau is recognized for being alert while on patrol and noting abnormal smoke from a residence chimney and in checking further a fire was discovered in the furnace. Off. Ouellette was thanked by the Library Staff for his intervention with a patron who was having difficulties. Off. Ouellette was thanked by a resident for his dedication to enforcing the law following a custody matter that has taken years to resolve. Karen Bonneau is thanked for her professional representation of the Department while responding to a records request. Kyle Danie thanks the Department for opportunities granted to him during his internship with the Department. Sheriff Dubois thanks Chief Allen for the Department's assistance on active shooter training with Sgt. Deluca and a pre planning session with Det. Mangum and Lt. Boudreau regarding a civil service matter. Jason Cole is thanked by a resident for assistance with a records request. Chief Willey of Farmington PD thanks Lt. Boudreau for immediate action rapid deployment training provided to his agency.

**7. INFORMATION:**

- Information Other; enclosed with Agenda: No discussion.

**8. NON-PUBLIC SESSION:  
(Pursuant to: RSA 91-A:3)**

**Commissioner McManus MOVED to enter a nonpublic session at 8:22 P.M. pursuant to RSA 91-A: 3, paragraph II, section A (personnel) and section E (legal.) SECOND by Comm. Winship. The motion PASSED by roll call vote**

**with Comm. Winship and Comm. McManus voting in the affirmative. The non-public session closed at 8:49 P.M. on a MOTION by Comm. McManus, SECOND by Comm. Winship and PASSED unanimously.**

**9. ADJOURNMENT:**

**Comm. Winship MOVED to adjourn. SECOND by Comm. McManus at 8:50 P.M.**

Respectfully Submitted,

Rebecca J. Warburton,  
Secretary