

PC 2013/08/07

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 August 7, 2013. Present at this meeting was Comm. McManus, Comm. Bemis via phone, Comm. Winship, Chief Allen, Dep. Chief Dumas, Attorney Grossman, Chaplain Lachapelle and recording Secretary Warburton; as well as members of the Department, the public and the media.

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 all Commissioner's present. Of note is that Comm. Bemis was participating remotely via phone.

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

3. **ACCEPTANCE OF MINUTES:**

- A. June 5, 2013 - regular meeting
- B. June 13, 2013 - special meeting
- C. July 16, 2013 - special meeting
- D. July 23, 2013 - special meeting

Comm. Winship MOVED to accept the minutes of the June 5, 2013 regular meeting, the June 13, 2013 special meeting, the July 16, 2013 special meeting and the July 23, 2013 special meeting as presented. SECOND by Comm. Bemis and PASSED unanimously.

4. **OLD AND UNFINISHED BUSINESS:**

A. Update Cruiser Bids: Purchase of 2013 leftovers. Dep. Chief Dumas noted that with the transition from Ford Crown Vics to Dodge, we had prepared a bid for cruisers.

Dep. Chief Dumas said he reached out to the regional sales manager for a list of area Dodge dealerships. The State bid vendor did not have any Dodge chargers available. We located a dealer in New Bedford, MA that had 2013 left over cruisers. We sent our specs down and the dealer was able to meet them. We then withdrew the bid and prepared to purchase these leftover cars. We have saved approximately \$500.00 per car through this process. We should be taking delivery of the vehicles next week where they will be outfitted for the road.

One of the cruisers has a different decal scheme with stealth decals. It will be black and it says Rochester, but the decal is reflected at night. We will use this as a front line car for motor vehicle work. Traffic enforcement is one of the complaints we receive daily from citizens. Setting up the car this way will allow us to more efficiently conduct motor vehicle enforcement in this city with better results.

B. Update 2012 JAG Grant Funds Reallocation. Dep. Chief Dumas noted that we had some cost savings with some of the original items we purchased, and we round-housed the best uses for those remaining funds. We have submitted a request for purchases to update the audio visual display in our EOC, the chief's office and the training room. Not only will it enhance the EOC, but also the training for folks using these rooms.

The second request is for the RAPID software. This is a database system for pawn shops and second hand dealers. This will allow for better monitoring of items in and out. The Department has been working with the Codes and Ordinances Committee for some time on this ordinance. We have been looking to find a funding source that wouldn't burden the city for the purchase of this. We plan on starting with the pawn shops and this reallocation would be enough to purchase six licenses.

These requests have been submitted to our fiscal agent, which in turn is forwarded to the Justice Department to determine if the reallocation meets the guidelines of the JAG award. We expect to hear from them in short order.

5. NEW BUSINESS:

A. Oath of Office. Captain Gary Boudreau took his oath as Captain, administered by Attorney Grossman. Gary has been a Rochester Police officer

since November of 1997 and was promoted from Lieutenant following the retirement of Captain Triano last month.

Chief Allen said Gary spent time as the Middle School Resource Officer, and that he has ascended quickly up the ranks of the Police Department. He was previously promoted to sergeant in 2007, lieutenant in 2011 and captain in 2013. Capt. Boudreau is an instrumental part of the regional SWAT team. He has also been awarded the distinguished unit award, the medal of bravery, the honorable service award, and the lifesaving award.

B. Recognition and Awards

1. 20-Year Plaque - Secretary Florence Alley. Flo Alley was recognized for her 20 years with the Department. Chief Allen said Flo was hired to the department in 1993 on a temporary basis, and a few months later, she was hired full time. After starting out in the records' division, she transferred to the prosecution division in 1994, and has worked there ever since. The prosecution division is "extremely busy," and Flo does a great job in making sure that all information is filed correctly, and that everything is running smoothly. She really serves this city very well," said Chief Allen. "Congratulations on 20 years of service."

Ms. Alley said, "It has been my privilege and my pleasure to work for the city of Rochester. I do love my job."

C. Accept Resignation: PT Officer Anthony Macaione. Chief Allen noted that Officer Macaione recently tendered his resignation from the Department. He has accepted a position with the Sheriff's Department. We are sorry to see him go.

Comm. Winship MOVED to accept the resignation of Officer Macaione with regret. SECOND by Comm. Bemis and PASSED unanimously.

D. Monthly Reports

1. Operations. Chief Allen said that this report covers two months, as we didn't hold a regular meeting in July. Most of the wards held meetings over this period and we are seeing consistent attendance at most of them. We are seeing good representation from the Police Commission and City Councilors which is an important part of the success of these meetings. Residents can get their questions answered. I thank the Commission and the staff that attend, for it is the community they represent.

Officer Macaione resigned this period and on an interim basis we moved Officer Funk into the Housing role. His hours in the summer are minimal due to school being in recess. Don did this job several years back so the transition was seamless.

The Honor Guard participated in the Night before the Fourth at the fairgrounds. This is a well-attended event every year.

Our K9 team again had a busy month with 9 call outs; four of which were out of town. He also attended several community policing events both in the city and outside the City.

We started a program over the past few months where officers on midnight shift have been meeting with children at the St. Charles Children's Home. They recently hosted a tour of the Department for the children that went over very well. It's nice to be part of these children's lives and to help to make a difference.

On the support side we had a couple call outs for the investigations bureau; one for an untimely death that was determined to be accidental, and the second for an armed home invasion. We made two arrests in the home invasion.

Comm. McManus commented the citizen who was wheelchair bound, answered his door to a person saying they were the Rochester Police, but they weren't the police and they robbed him. He hopes the laws are stringent for someone impersonating an officer; saying they are when they aren't. That is wrong. They should be harshly punished. It's not right what they did.

Chief Allen said, "I am confident that justice will be served in this matter."

We've had a couple of resignations in the Communications Center. Specialist Navelski and Specialist Reinert have left for other positions. We are conducting a testing process to fill those vacancies.

The motor vehicle unit has had a busy month. We've really stepped up our enforcement efforts in the downtown area targeting accidents, pedestrian and bicycle violations. These are what the business community is reporting down there as problems. Officer Harding and Officer Hayes have been in enforcement mode. Off. Harding has issued four summonses for texting while driving. We've had a heavy education campaign over the past year on the dangers related to this, so we are moving into the enforcement phase.

Dep. Chief Dumas said that this is difficult to enforce based on how the law is written and what you can do. For instance, you can pull out your phone, put

in a name and number, and that is not considered texting under the law. We have changed our strategy, and one officer observes, and violators are pulled over further down the road by a second officer.

Chief Allen said we are seeing short term success.

The part time secretary hired in prosecution is settling in well and is acclimating to the tremendous workload that bureau processes.

Officer James Murphy will transition in as the high school SRO later this month.

National Night Out was held last night (Aug 6) in the Union Street parking lot. It was well attended and I want to personally and publicly thank Graham Griffin of Bridging the Gaps and Nicole Rodler for the work involved in coordinating this event, working with the business community to donate time and attend the event. There are too many to mention individually, but I want to publicly give a big thank you to all the individuals and organizations that make this event the success it is.

2. Administration. Dep. Chief Dumas reported that we are projecting unexpended funds in the Police budget of \$155,000; and in the dispatch budget of \$33,000, most of this coming from the salaries and health benefits portion of the budget. These are preliminary numbers that still must be verified by the finance department. Dep. Chief Dumas said, "I want to commend the officers and supervisors that work in the Department in how they help us manage our budget." When I discuss this with other administrators about the budget and some of the constraints particularly with overtime which we have to work within they are amazed that we are able to do this. I know the City works hard in maintaining the budget and keeping the tax rate down, and we are pleased with the budgets we get, but we couldn't do what we do without the men and women of the department having a complete understanding of the budget and what we have to work with and then working with us to do that. It's very much appreciated.

We completed more than 500 hours of training in areas such as sovereign citizens, domestic violence, leading by legacy, active shooter, mountain bike patrol, juvenile law, meth investigations to name a few. These courses are important for the officers and can help us with our mission moving forward.

In hiring, our two officers in the Academy, Kyle Danie and John Bourque are doing well. They are set to graduate on September 13, 2013 at 2:00 P.M.

Officer Moore was released to solo patrol this period. He did very well throughout his FTO training. We are happy to have him out there.

We brought five candidates before you and did four backgrounds. Two candidates were washed out in that process based on information in their backgrounds and two will be moving forward. Depending on what happens with the HUD position, we may have a third. There were enough candidates this time that you didn't see that we can bring additional people before you. We also have oral boards scheduled two days this week for open dispatch positions.

Comm. McManus noted that Captain Toussaint did an excellent job holding down the fort while the Chief and Dep. Chief were away at training. We knew every day what was going on.

Chief Allen thanked the Commission for the opportunity and support in sending us to attend the national conference of the FBI Academy. The training is always very good; targeting the latest and relevant training in law enforcement technologies and strategies emerging in the profession that we can bring back to the agency. Both the Dep. Chief and I are Academy graduates. The Dep. Chief is on the Executive Board and I am the past president of the regional chapter. Chief Allen noted that one of our Lieutenants is slated to attend the January 2014 session of this Academy.

E. Other.

1. Retirement Intent. Chief Allen noted that we had received a letter of retirement intent from Officer Tom Blair. It is contingent on the selection for the part time HUD Officer that he recently interviewed for. If that falls into place, his last day of full time employment will be August 21, 2013.

2. Strategic Plan. Dep. Chief Dumas noted that we have a mission statement in the Department, and each year we do goals and objectives and a three to five year plan. We are looking to meld all these together for a consistent report moving forward. We plan to incorporate a vision statement. We do a lot of things, we set goals, we have vision, but we don't have a stated vision. We want officers to be able to identify what it is and where we are going. We also want to incorporate a value statement that represents what we are, how we define ourselves. It needs to be relatively simple. We tasked the two Captains with this assignment.

The first piece is the vision statement, which we feel should come from within the organization. They met last week with a good cross section of the Department representing all areas; command, line level, supervision, support

staff, and came up with a pretty good vision statement which defines what we have been doing. The vision statement they came up with is:

"To reduce crime and improve quality of life through continuous community engagement."

This is really what we do through our DDACTS program, our Comp Stat program, our outreach programs we do, the Ward programs, etc. It reduces crime while improving quality of life and brings the community in, redefining community policing, which is really two parts; the community and the police.

The value statement is nothing more than renaming our motto: "Pride, Dedication, Integrity." That value statement is what we represent.

Today this group held a second meeting which included some of the members that were there for the vision statement, but also brought in members of the public, as we do every year, to help us with our goals and objectives, but taking into consideration the vision, value and mission statements. Hopefully they will come up with a good document that we will present at the next meeting. The final product will be defined as our strategic plan moving forward taking the three to five year plan and incorporating our values, vision and mission statement and our goals and objectives toward that.

Chief Allen said this is something that is done in the private sector, but is not common in the public sector. What I have found over the past year as Chief is that many of our documents that typically make up a strategic plan are in different places and they are updated at different times of the year. We want to refine what we have and organize it better to one central document and distribute it to the commission and the rest of the Department. Then we all speak the same language getting our message out; what we represent and where we are going into the future so everyone knows. It is a clear and concise document we are looking to accomplish with this.

6. CORRESPONDENCE:

Members of the Department, including the following were recognized this month. Ofc. MacKenzie and K9 Phlirt are thanked by the Somersworth High School for a pre-trip bus search. Chief Allen is thanked by the McClelland Elementary School for participating in reading to students. Off. Ouellette is thanked by a resident for his compassion during a crisis time in her life. Off. Jackson is thanked by a citizen for taking time to discuss the law enforcement profession as a career. Crime Analyst Chelsea ZeRuth is thanked for being a team player and assisting other staff members with completing tasks. Main

Street Director Mike Provost thanks the Department for the assistance during the Blues Festival which made for a successful day in the community. Mr. Stapin recognizes the Department for the work that we do that makes him, his family and his neighbors feel safer in the community. Sgt. Deluca is recognized for exceptional customer service in assisting a citizen in accessing health care, medications and food, as well as providing the link to resources for the future.

The Commission noted we get many letters each month. We want to thank the citizens for taking the time to tell us, and thank all those being recognized this evening.

Chief Allen said we've got one of the best Departments in the State and that is evidenced by the letters we receive and the results we get.

7. INFORMATION:

- Information Other; enclosed with Agenda: No discussion.
B. Other. Comm. Bemis said today he got a call from a gentleman in Rochester with a couple of concerns, which Comm. Bemis turned over to Chief Allen and I'm sure he got back to this individual. This is what we are all about. Sometimes people feel more comfortable dealing with the Police Commission than with the Police Department directly for one reason or another. I thank the Chief for addressing these concerns. I'm grateful to be able to speak and participate in this meeting tonight.

Comm. McManus thanked Comm. Bemis for being present via phone this evening.

Comm. Bemis noted that calls of concerns that come to the Commission that get turned over to the Chief - he thanks the Chief for taking action on these concerns. He also commended Dep. Chief Dumas for his foresight on saving the City money regarding cruiser purchases. It is different than it was when we came on six years ago. We are heading in the right direction with good communication and cooperation that we haven't had before.

Comm. Bemis left the meeting at 7:56 P.M.

Comm. McManus noted a concern in sunset village (a.k.a. Route 125/ Milton Road) we have a lot of elderly folks that live up that way. A motorcycle club has opened in the old auction barn up there and they meet on Saturdays and Sundays. It appears that these folks have no respect for the neighborhood, no baffles on the mufflers of these bikes. This is happening early mornings to mid afternoons. When the motorcycles get to the stop light at Salmon Falls

Road, and then next light is at Market Basket, it seems they try to beat the light there in that short ¼ mile distance. The residents would like to see unmarked extra patrols up there. The folks on the motorcycles have their rights too but the residents deserve their quality of life as well.

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

Commissioner McManus MOVED to enter a nonpublic session at 8:01 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 2 – 0 with Comm. Winship and Comm. McManus voting in the affirmative. The non-public session closed at 8:47 P.M. on a MOTION by Comm. McManus, SECOND by Comm. Winship and PASSED unanimously.

9. MISCELLANEOUS:

Following the non public session the Commission took the following action:

Comm. Winship MOVED to award merit increases on the respective anniversary dates to Det. Steven Bourque, Sgt. Anthony Deluca, Off. Eric Krans, Off. Frank Porfido, Off. Aaron Garneau, Off. Adam Ducharme, Det. Andrew Swanberry and Off. James Bonneau. SECOND by Comm. McManus and PASSED 2-0.

10. ADJOURNMENT:

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

Respectfully Submitted,

Rebecca J. Warburton,
Secretary