



Rochester Police Commission  
Rochester, NH 03867

Derek J. Peters, Commissioner  
David R. Stevens, Commissioner  
Lisa M. Stanley, Commissioner

MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting on Wednesday, April 7, 2021 at 7:00 P.M., via remote broadcast on TEAMS. Participants in this meeting: Comm. Peters, Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Thomas, Chaplain Cilley and Secretary Warburton.

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

1. Preamble. Chairman Peters read the City's Preamble for accessing this meeting into the record.

**City of Rochester, NH**  
**Preamble**

Good Evening, as Chairperson of the Police Commission, I'm declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the Police Commission are encouraged to do so by the following methods:

- **Mail:** Becky Warburton/Public Input, 23 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **Email** [becky.warburton@rochesternh.net](mailto:becky.warburton@rochesternh.net) (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-330-7131 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

In addition to the above listed public access information, the Police Commission will be allowing the public to enter Council Chambers and speak in person during the Public Input portion of this meeting.

In an effort to adhere to CDC guidelines: enter only at the front Wakefield Street entrance and exit on the side closest to the police department and adhere to 6-foot social distancing while inside. Hand sanitizer and facemasks will be available at the Wakefield Street entrance.

Participants will be admitted into Council Chambers one at a time to speak, and will exit directly thereafter. Please note; the seating in Council Chambers will not be available for the public during meetings.

At this time, I also welcome members of the public accessing this meeting by phone. The public can call-in to the below number using the conference code. This meeting will be set to allow the public to “listen-in” only, and there will be no public comment taken via conference line during the meeting.

Phone number: 857-444-0744      Conference code: 843095

B. Prayer. Chaplain Cilley delivered the opening prayer.

C. Roll Call. The clerk called the roll marking Commissioner Peters, Commissioner Stevens and Commissioner Stanley present.

**2. PUBLIC COMMENT:** No Public Comment.

**3. ACCEPTANCE OF MINUTES:**

A. March 3, 2021 regular meeting.

**Comm. Stevens MOVED to accept the minutes of the March 3, 2021 meeting as presented. Comm. Stanley SECONDED the motion. The motion to accept the minutes PASSED unanimously.**

**4. OLD AND UNFINISHED BUSINESS:** No old or unfinished business.

**5. NEW BUSINESS:**

A. Accept Resignations: Officer Timothy Costin and Officer Kendall DeCost

**Comm. Stevens MOVED to accept, with regret, the resignations of Officer Costin and Officer Decost. Comm. Stanley SECONDED the motion. The motion PASSED unanimously.**

B. Monthly Reports

1. Operations: There have been no ward meetings due to the pandemic and no honor guard events either. The K9 had three tracks. One was for an elderly female who walked away from her residential facility, on a cold evening. She was safely located.

Over in the support bureau 35 cases were sent to investigations or were detective generated. There are 69 cases assigned. There were 42 cases presented virtually to the grand jury, all were true bills. There were four call outs. There were 10 phones analyzed using the Cellebrite machine.

There were also six background investigations and five polygraph exams.

**COMPSTAT:** Traffic stops remained focused on downtown, and major routes in and out of the City. Accident reports were up for the month, we had 91. Eighteen of those were in parking lots and fourteen were hit and runs. There were seven DWI accidents which are reported to us in multiple ways, including be on the lookout for erratic operation and welfare checks, where typically someone is passed out behind the wheel or something to that affect.

There have been no trends or rashes of crime occurring in property crimes. Burglaries are down. Thefts from MV are down from the previous month, but are up overall, this is mainly due to the rash of catalytic converter thefts. Shoplifting remains consistent. We process theft packets received from the big box stores, but it is sometimes difficult to identify suspects due to masks. Vandalism also remains consistent with no trends or patterns concerning to us.

Drug possession was down, but year to date there has been an increase. The majority of this are incident due to arrests; someone is arrested on another offense and drugs are located. There is proactive work being done as well. Overdoses seem to be on the decline, but drug events are up. We are dealing with meth-type drugs.

Violent crime is down significantly year to date. There are no trends or patterns there. Of the two aggravated assaults, both were domestic violence related.

Comm. Stevens inquired if an arrest had been made for thefts of the catalytic converters.

Captain Thomas said we had an arrest of a person buying stolen converters, but we have not made an arrest for the actual thefts. Those cases are still actively being investigated.

**COMMUNITY ENGAGEMENT OFFICER/PROBLEM ORIENTED POLICING UNIT:** The CEO and POP have been active downtown and increasing foot beats. There has been great collaboration with POP, CEO and Patrol for investigations, search warrants and follow up. There is some good work in all of those divisions. POP continues to work with others including code and fire to address quality of life issues at specific locations.

Sgt. Babine retired from FT service as of April 1, but will be back in a part time capacity with housing. We selected Sgt. Benjamin to replace him in that support role, and he had a two-week job shadow with Sgt. Babine.

Comm. Peters asked with the CEO and POP up and running, does that help alleviate issues for patrol.

Capt. Thomas said that it does. We talked about this today. We have some addresses that are known common nuisance addresses, while patrol is going call to call, POP and the CEO can focus on those areas, if we need to bring in Code or Fire when needed they are able to help patrol in that way.

**COMMUNICATIONS:** There is currently one vacant dispatch position. We will be holding interviews this week. The center has made good use of an intern from UNH in cleaning up old site files in the database. There are two dispatchers attending APCO certified training officer course, and will be FTO to new dispatchers. Two others attended SPOTS TAC (State Police Online Telecommunications System Terminal Agency Coordinator) training. This training certifies them to complete validations and second checks. Lastly, the Dispatch supervisor will be attending IMC training next week to look at the future of IMC and our CAD system.

Dep. Chief Boudreau stated the IT department has a project in the FY22 budget to look at new CAD and RMS systems for dispatch, police and fire. Therefore, Dep. Chief Boudreau will be attending the IMC training as well. This is a road map of the IMC platform, where they are going and what will be coming over the next two years, and likely steering folks away from IMC to their newer platform.

Comm. Peters asked if this supports the body cameras for individual officers.

Dep. Chief Boudreau said that is a separate system. We are looking at WatchGuard cameras that will work with our cruiser cameras. That will be on its own software platform and evidence library.

**HOUSING:** I already talked about Sgt. Babine coming on part time (at patrol not sergeant rank) to supplement Officer Mundy's position. There were 21 police related calls in housing units. There were six backgrounds conducted for potential new residents. We also assisted with the vaccine clinic held.

**SCHOOL RESOURCE OFFICERS:** We have three school resource officers, one at the elementary, middle and high schools. I want to run through highlights of some of the things they do.

- Teach at one of the local driving schools,
- assisting patrol with investigations regarding missing juveniles,
- they often deal with unruly students and assist the administration,
- they speak with teachers about making classrooms safe,
- Sgt. Deluca working on the End-68 program helping to deliver 75 food bags,
- they assist guidance with DCYF cases,
- participate in lock down drills,
- read at the elementary schools,
- teach LEAD courses,
- And Officer Porfido often participates in phys ed courses to interact with the kids.

2. Administrative. Dep. Chief Boudreau said that we are 75% through FY21 and are 73% spent. We are overall in good shape in all major lines that we monitor. Cruiser maintenance is in very good shape. We will have to do some minor transfers in our smaller lines, as we move into the final quarter. An example of this is advertising. This is typically a small line. We subscribed to INDEED to advertise our vacancies and there is a fee associated with the push notifications.

We have received all the equipment we need for the fire side call back and alerting for the radio project. It is being configured in the 2-Way lab. We did have a major radio outage this month. The UPC unit that drives the main components fried, internally. We did get a replacement. We are looking at other alternatives to split those more individually so there is not another total complete failure again.

With the warmer weather on us, we expect the tower at DPW to be erected and put on line by late fall.

We got the quotes back for the gear for the mobile dispatch trailer. We will be ordering that to move that project forward.

We did receive all three front line cruisers ordered in this budget. One of them is outfitted. The second is going this week and the third the week after. There were difficulties at the manufacturer level and at the local level. Everyone is in the same boat as we are.

Comm. Stevens asked how long was our radio system down, and how did we deal with it.

Dep. Chief Boudreau said we were down for about an hour. It happened early in the morning and traffic is generally light at that time so it was not noticed right away. We were able to get our IT people here rather quickly. The issue was identified and a new UPC plugged in.

Comm. Stevens asked if we have spares.

Dep. Chief Boudreau replied the core to the whole system went down. The main HUB had no power to it, so signals could not come in or out on the direct channel without the repeater. The dispatch consoles are on the same UPC so the touch screens were down as well.

Were we still able to receive phone calls?

Dep. Chief Boudreau said we were.

Comm. Stevens said that IT and all did a great job. Many thanks for that.

Comm. Peters asked about back up plans.

Dep. Chief Boudreau stated that we have always had County as our back up if we go down for an extended period.

Comm. Peters asked if the new trailer could have been used as back up.

Yes, it could.

Chief Toussaint said that is a point I want to make. The trailer may be expensive insurance, but in the big picture it can do all functions and from wherever.

Are there any plans for external hook up at DPW to “plug and play” right there?

Dep. Chief Boudreau said that could happen. We hope wherever it is set up we can get short power from, but there is a generator on the trailer that will power the whole thing.

Training and hiring, unfortunately after I wrote this report that said all three candidates had been accepted into the academy, one of them withdrew to accept a corrections job offer in Connecticut, with better pay and benefits. The other two new recruits started Monday.

Getting into the academy is competitive and often departments are fighting for the 67 slots. This is the first year that the full academy was not filled before the cutoff date. That gives you an idea of the difficulties agencies are having finding quality candidates.

Every chance we get to find a good candidate we have to move fast.

We have two certified officers in the background process. The officers from Massachusetts rescinded his conditional offer over the weekend.

Recruit Rummo is doing excellent and moving into his final observation prior to going solo patrol on April 23.

Training has started to open back up to more in service courses. We are actively scheduling officers for training in person and virtually.

#### **6. CORRESPONDENCE:**

The following correspondence was received this period: ACO Sue Paradis and PEO Tina Desjardin are recognized for efforts during the dog-licensing season. Off. Gantert and Officer P. Flathers are recognized for how they responded to a call for assistance. Off. Alexander, Off. Hatch and Off. Crawford are thanked for their handling of a vehicle off the road due to icy conditions.

#### **7. INFORMATION:**

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

**Commissioner Stanley MOVED to enter a nonpublic session at 7:30 P.M. pursuant to RSA 91-A:3, paragraph II, section A (personnel) and section E (legal.) Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

**The non-public session closed at 8:20 P.M. on a MOTION by Comm. Peters. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

**Comm. Peters MOVED to seal the minutes indefinitely. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

#### **9. MISCELLANEOUS:**

**Comm. Stanley MOVED to accept the evaluations as presented for Sgt. Emerson [top of grade] and Officer Kimball to Merit Track 2. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

#### **10. ADJOURNMENT:**

**Comm. Stevens MOVED to adjourn. SECOND by Comm. Stanley at 8:22 P.M.**

Respectfully Submitted

Rebecca J. Warburton  
Secretary

APPROVED BY COMMISSION: 05/05/21