

**Rochester Police Commission
Rochester, NH 03867**

Derek J. Peters, Chairman
Bruce E. Lindsay, Commissioner
Lucien G. Levesque, Commissioner

MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting in City Hall Council Chambers on Wednesday, August 2, 2017. Present at this meeting was Comm. Peters, Comm. Lindsay, Chief Toussaint, Dep. Chief Boudreau, Capt. Pinkham and Secretary Warburton as well as members of the Department, and the public.

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

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

B. Prayer. Comm. Peters led the opening prayer.

C. Roll Call. The clerk called the roll marking Commissioner's Peters and Lindsay present. Comm. Levesque was excused.

Chaplain Cilley was also excused.

2. PUBLIC COMMENT:

No public comment.

3. ACCEPTANCE OF MINUTES:

A. June 7, 2017 regular meeting.

Comm. Lindsay MOVED to accept the minutes of the June 7, 2017, regular meeting as presented. SECOND by Comm. Peters and PASSED unanimously.

4. OLD AND UNFINISHED BUSINESS:

A. Any Old Business for Discussion - None

5. NEW BUSINESS:

A. Oath of Office for Patrol Officer. Officer Mitchell Brooks, Officer Joseph Oswalt and Officer Hunter Roy took the oath of office for patrolman, administered by Attorney Mitrushi. Family members were on hand to assist with pinning.

B. Cadet Explorer Academy Graduates Recognition – Postponed until September.

C. Accept Resignations

1. Officer Mark Brave

**Comm. Lindsay moved to accept the resignation, with regret.
SECOND by Comm. Peters and PASSED unanimously.**

2. Off. Jeremiah Murphy

**Comm. Lindsay moved to accept the resignation, with regret.
SECOND by Comm. Peters and PASSED unanimously.**

D. Policy Updates; First Reading

1. Policy 26.1.1.2 Standards of Conduct. Uniform Appearance. Chief Toussaint said the changes to this were at the request of the union who wished to be able to wear black BDU shorts in the summer time at traffic details. Other agencies allow it and I don't have an issue with it. They are paying for the shorts out of pocket, not from our budget. An additional change was relaxing wearing of the uniform hat. The policy was shall from the formal shall, to may. There will be times we want it worn but in general I am comfortable with relaxing the policy to may, rather than shall.

Comm. Lindsay MOVED to place Policy Standard 26.1.1.2 Standards of Conduct. Uniform Appearance in a first reading and to suspend the rules and place it into second reading, by title only, for adoption. SECOND by Comm. Peters and PASSED unanimously. The policy as amended was adopted.

2. Policy 22.3.4.1 Overtime Work Positions. Chief Toussaint noted this policy is also being amended after a discussion with the union. We have been struggling with staffing levels, which generates shift overtime. We have been ordering people to cover open shifts. We have some officers who will volunteer to fill an overtime shift, and the present wording doesn't count those hours when looking at the officer with the least amount of ordered overtime. It is fairer to allow all shift overtime to be counted (not court, not details, not call outs; just shift overtime) when calculating the ordered overtime hours, and distributes the workload more evenly.

Comm. Lindsay MOVED to place Policy Standard 22.3.4.1 Overtime Work Positions in a first reading and to suspend the rules and place it into second reading, by title only, for adoption. SECOND by Comm. Peters and PASSED unanimously. The policy as amended was adopted.

E. Monthly Reports

1). Operations. Capt. Pinkham noted that all six wards had meetings this period. The attendance was not great, but no major police issues were brought up. He encouraged people to attend the meetings because a lot of useful information is covered, not just from the police perspective but other city offices as well.

The Honor Guard was part of a funeral detail for an officer's mother.

The K9 had two tracks and one drug search, all in Rochester.

Comp Stat the calls for service continue to increase compared to this same period last year. With our staffing levels, response times have taken a hit, but given the call volume they are still very good.

In Support services 40 cases were sent to ISB for review. There are 75 open cases. 26 cases were sent to the grand jury, all with true bills. Evidence logged in 352 items and returned 190 pieces with another 455 items destroyed. There were 12 phones analyzed with the Cellebrite machine. There was on call out for an untimely death.

There are no major issues in the communications center. They do a tremendous job which is evidence by two of the recognized in back to back months as Employee of the Month; Specialist Bailey in July and Specialist Pearce this month. Primex did come in and do an ergonomic study of the center. We are waiting for the results.

Dep. Chief Boudreau noted that he has received that report and it covered some minor things that we can do such as better chairs, mouse pads with wrist rests and things of that nature. The Center has not been updated since we moved in to this building in 2004. We have some test chairs coming for them and we want to address the desk height adjustment. They are rarely out of that room so it is important to get durable, but comfortable equipment for the center.

Comm. Peters asked about modular units and rough estimates?

Dep. Chief Boudreau said that we have started discussions with our radio vendor for system upgrades in 2020. Most of what we are using will be unsupported by that time. It is something we are working so that what we do will work seamlessly together, from the center aspect as well as electronic upgrades.

The firewall issue was resolved. We have worked through most all of the bugs. The MDTS are up except for in the two cars we are cycling out. The E-ticket system all the printers are in and mounted, but there is still some work to be done. Once that has been completed, we will have training with the officers to include how the criminal charges are listed.

Housing was busy in the month of July. There was an increase in calls for service much of it related to fireworks complaints. Officer Blair continues to give out helmets to children.

2). Administrative. Dep. Chief Boudreau noted that with the new officers there has been an increase in uniform purchases. This is a line we will have to watch closely.

The bids for the new cruisers were open on July 20th. We sent the bid proposal to 8 different vendors and only two returned bids. We plan to award the bid to AutoFair Ford. This is the first time they have bid and we are working with them to get the order placed. They estimate 6-10 weeks.

We won't have the final FY17 budget numbers until later this year. Our projection had us in the black.

In hiring we swore in three new officers tonight, they will enter in-house training. We have three others set to graduate from the Academy later this month, and we have three others in various background stages. We started a PT testing and will have the first round of oral boards the week of August 14 to develop a hiring list.

Chief Toussaint added that on paper, we are up to full staff. We are doing all we can to get people on the street to help. We do still have holes in the shift coverage.

Molly Martuscello is leaving us this week. We have hired Julie Perron to replace her. She comes to us from UNH we think she will be a good fit. We will be working toward sustainability of the program after the grant. .

The Crime Analyst vacancy has also been filled. She is a graduate of James Madison University with a degree in intelligence analysis and criminal justice. She will start full time on August 21.

6. CORRESPONDENCE:

Correspondence for the month included: Off. Kimbrough is thanked by a resident for his kindness shown during an escort. Sgt. Babine, Sgt. Balint, Sgt. Cilley and Sgt. Emerson are recognized for extended shift coverage during recent vacancies which helped the Department's mission. Off. Kimbrough is thanked for assisting a resident

with an identity fraud investigation. Off. Brinkman, Det. Frechette and Off. Kimbrough are thanked by UNH PD Chief Dean for agency support during the 2017 commencement event. Newmarket Chief True thanks Off. Mackenzie and Phlirt for assisting at Project Graduation in Newmarket. Off. Gantert, Off. Jackson, Off. Porfido and Off. Worthley are thanked by Spaulding High principal Justin Roy for assisting at a medical emergency during graduation. Sgt. Deluca is thanked by a resident for the time he gave on a tour, leaving a lasting impression and respect for law enforcement.

Capt. Pinkham recognizes all members who helped to make the 2017 Citizens Police Academy successful including the Dispatch/Communications team, Lt. Aucoin, Sgt. Babine, Sgt. Balint, Lt. Bossi, Det. Bourque, Sgt. Deluca, Sgt. Emerson, Off. Forrest, Det. Frechette, Lt. Gould, Off. Jackson, Off. Mackenzie, Det. Mangum, Nicole Rodler, Lt. Swanberry, Capt. Thomas, and Off. Justin Worthley. Off. Bailey is thanked by a resident for being polite and efficient at a recent traffic stop. Off. Moore is commended by a citizen for how he addressed a fireworks complaint. Chief Toussaint thanked area agencies and their personnel for the mutual aid assistance provided during multiple back to back calls; including Interim Fire Chief Mark Dupuis, Somersworth Chief Krestchmar, Farmington Chief Drury and NH State Police Troop A Lt. Hennessey. Lt. Aucoin, Off. Gagnon, Off. Marvin and Sgt. Powers are commended for their kind and sensitive handling of a death notification to a family. Det. Flathers, Off. Jackson and Off. Turner are thanked for presenting at the Cub Scout day camp. The camp theme was CSI (Crime Scene Investigation) and they reviewed evidence collection from a mock crime scene, fingerprinting and footwear impressions.

7. INFORMATION:

Resignation from Commission. Commissioner Peters noted that he was resigning his seat on the Commission, effective August 3, 2017, as he had recently moved from his ward. He thanked the Department and staff stating it has been an honor and privilege to represent you. I will miss it. I will be running again in the election and hope to be back.

Chief Toussaint said he returns the thanks for your efforts, and time you have been here. We have developed an excellent relationship and things have worked smoothly under this Commission.

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

Commissioner Lindsay MOVED to enter a nonpublic session at 7:58 P.M. pursuant to RSA 91-A: 3, paragraph II, section A (personnel) and section E (legal.) SECOND by Comm. Lindsay. The motion PASSED by roll call vote 2 - 0 with Comm. Lindsay and Comm. Peters voting in the affirmative. A five-minute recess was called. The non-public session closed at 8:24 P.M. on a MOTION by Comm. Lindsay. SECOND by Comm. Peters and PASSED unanimously.

9. MISCELLANEOUS

Comm. Lindsay MOVED to award merit increases on the respective anniversary dates to Sgt. Powers (4.1%) ((Effective on return to Patrol)), Off. Brinkman (2.35%), Off. Marvin (3.2%), Off. Garneau (2.9%), Off. Porfido (3%). Comm. Peters SECONDED the motion and it PASSED 2-0.

10. ADJOURNMENT:

Comm. Lindsay MOVED to adjourn. SECOND by Comm. Peters at 8:35 P.M.

Respectfully Submitted

**Rebecca J. Warburton
Secretary**