

AGENDA

The Rochester Police Commission posts notice of their regular monthly meeting on **Wednesday, March 4, 2020** at **7:00 P.M.** in City Hall, Council Chambers, 31 Wakefield Street Rochester, NH

MEETING AGENDA – MARCH 4, 2020 7:00 P.M. CITY HALL, COUNCIL CHAMBERS

1. **CALL TO ORDER**
 - A. Pledge
 - B. Opening Prayer
 - C. Roll Call by the Clerk
2. **PUBLIC COMMENT**
3. **ACCEPTANCE OF MINUTES:**
 - A. February 5, 2020
4. **OLD AND UNFINISHED BUSINESS:**
 - A. Any Unfinished Business
 - B. Other
5. **NEW BUSINESS:**
 - A. Policy Update; First Reading
 1. Policy 1.3.4.2 Use of Force, Pepper Ball Gun
 - B. Monthly Reports
 - C. Other
6. **CORRESPONDENCE:**
 - A. Off. Plumb and Off. Butcher are thanked by a victim of domestic violence for how they handled the call for service.
 - B. Spec. Bibeau, Spec. Spicer, Off. Johnson, Off. Williams-Hurley, Sgt. Benjamin, Off. Riddle and Off. Robinson are recognized for patience and kindness addressing the concerns of a citizen.
 - C. A victim of credit card fraud thanks Off. Root for his assistance.
7. **INFORMATION:**
 - A. 2019 Year End Reports
 - B. Other
8. **NON PUBLIC SESSION (Pursuant to: RSA 91-A:3)**
 - A. RSA 91-A:3 (II-a) Personnel
 - B. RSA 91-A:3 (II-e) Legal

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 in City Hall Council Chambers on Wednesday, February 5, 2020 at 7:00 P.M. Present at this meeting was Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Thomas, Captain Pinkham, Chaplain Cilley and Secretary Warburton, invited guests and members of the public.

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

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

B. Prayer. Chaplain Cilley delivered the opening prayer.

C. Roll Call. The clerk called the roll marking Commissioner's Stevens and Stanley present.

Commissioner Peters was excused.

2. PUBLIC COMMENT:

No Public Comment.

3. ACCEPTANCE OF MINUTES:

A. January 8, 2020 regular meeting.

Comm. Stanley MOVED to accept the minutes of the January 8, 2020 meeting as presented. Comm. Stevens SECONDED the motion. The motion to accept the minutes, PASSED unanimously.

4. OLD AND UNFINISHED BUSINESS:

There was no old or unfinished business to come before the Commission.

5. NEW BUSINESS

A. Oaths of Office – Promotions to Sergeant: Officer Benjamin and Officer Krochmal took their respective oaths for promotion to Sergeant, administered by Attorney Mitrushi.

Chief Toussaint said that a promotion to Sergeant is one of the more difficult transitions as you go from "buddy to boss" no longer just one of the guy's. The vetting process for promotion is extensive. Officers take a written exam, participate in oral boards with command staff and then with the Commission.

Chief Toussaint said that Sgt. Benjamin has been a member of our agency since April of 2014. He has received a lot of special training and is involved in many roles in the Department, including as a field-training officer, a member of the crisis intervention team, a member of our honor guard, a member of the motorcycle unit. He is a physical testing instructor, a defensive tactics instructor and a CRASE (citizen response to active shooter events) instructor. Sgt. Benjamin hold a BA in justice studies from Southern NH University.

Chief Toussaint advised that Sergeant Krochmal's promotion is temporary through the end of this fiscal year. We have had quite a transition the past couple of years that has resulted in a vacuum of experience on the 4-12 shift with younger, inexperienced officers. Having additional supervisory experience on this shift will benefit these young officers and the department.

Sgt. Krochmal has been with us since 2017, but has police experience with other agencies in Northwood, Gilmanton and Epsom. He held the role of Sergeant in Northwood from 2012 to 2017. Cory has extensive training including the FBI LEEDA supervisory training, forensic crime scene, and Taser and firearms instructor. He is also a field-training officer. With his knowledge and experience, he has become a valued member of our department.

B. Awards and Recognitions:

1. Commendation Bar for Lifesaving. Chief Toussaint noted that Department members, as well as a civilian nurse who was passing by the scene were to be recognized for their lifesaving efforts. Officer Johnson came upon a car off the roadway, running and in drive, with the driver non-responsive. She reached into the car to put it in park and turn off the engine. Other officers including Sgt. Marc Cilley, Off. James Murphy, Off. Timothy Costin as well as Civilian Erinn Lindsey all provided lifesaving measures, including CPR and administering Narcan. This individual was receiving lifesaving measures for 7 minutes, while EMS was enroute. We have a certificate for Erinn Lindsey.

2. Blair Memorial Award: Off. Jacob Garstin This is our 18th year presenting the Blair memorial award, which is considered the most prestigious award we issue, and it personifies what we expect a police officer to be. Chief Blair was the type of person that not only made you feel like he was a great leader but also made you feel like you were a good police officer. This award is given annually to that officer that most embodies the positive traits of integrity and character that former Chief Blair displayed on the job and throughout his life. Chief Blair passed away only six months into his role as Chief. He had a positive impact on everyone who worked with or knew him and his memory lives on through this award. He worked his entire career with the Rochester Police Department, rising to the rank of Chief. He served with pride, integrity and honor and he left his mark on the community and the culture and traditions of this police department.

Chief Toussaint said this award is given to that Officer who throughout the year consistently maintains an exceptional level of public service and exemplifies characteristics reminiscent of Chief Blair. This includes but is not necessarily limited to the following: compassion, commitment and dedication, patience, inspiring through mentoring, having honesty and integrity, being respectful of others, a good disposition, enthusiasm for the job and a sense of humor.

We are honored to present this award to Det. Jacob Garstin. Jacob possesses the traits and exhibits the characteristics commensurate with this most prestigious award. He was recently assigned to

the investigations bureau. Prior he served in patrol. He is a highly driven officer making an impact on crime in the city. He is compassionate, one example being giving courtesy rides during extremely cold weather in certain circumstances. He worked a very busy shift and was always patient while helping those in need. When faced with argumentative, violent or rude customers, he remain professional and gave these individuals the respect they are owed. He is always seeking to improve himself. He became a field-training officer mentoring new officers as they graduate from the academy. He attends our Ward meetings which is a testament to the community and the agency and that he is dedicated to his chosen profession. He is currently pursuing his masters in criminal justice. A plaque was presented, along with flowers to his wife.

3. Employees of the Year:

A. Support of the Year: Stephen Kerlee. Chief Toussaint advised that there are people who are not sworn officers that contribute directly to our success. Our crime analyst Stephen Kerlee was selected from peer nomination as our Support Person of the year. Steve was originally hired in August of 2014 as our first civilian evidence technician. This was a position traditionally held by a police officer. In August of 2019, Steve was hired as our crime analyst. He comes to us with a law enforcement background, having served 20 years with the Dover Police Department. He retired at the rank of Lieutenant in 2009. His knowledge of police work and investigations has contributed to his new role as crime analyst. He routinely shares valuable information during briefings, on new trends and resources that create leads. This is the second time Steve has received this honor. He was previously selected in 2015.

B. Officer of the Year: Sgt. Corey Krochmal. Chief Toussaint requested that Sgt. Krochmal come up for recognition as Police Officer of the year. His nomination letter notes that he consistently puts forth a superior effort. His prior experience shows. He is eager to help in training, he is quick to banter with coworkers, which has a positive effect on morale, he sought out actual events to assist his trainee during field training that will benefit this officer, and he maintains an excellent attitude and puts forth a positive image of himself and the agency. He actively recruits certified officers to join our agency. His high professional standards motivates others.

A brief recess was called. Back in session at 7:39 P.M.

D. Monthly Reports

OPERATIONS: Captain Thomas noted that all of the wards met this period. Most of what was discussed was the comp stat report and crime data for each ward. There was a discussion on theft versus burglary versus shoplifting. There were questions about the Ring type camera video and the quality of the videos along with the department's ability to view such video. There were additional issues raised regarding suspicious persons walking in neighborhoods, noise complaints, speeding complaints and increased traffic in certain areas, as well as the on line crime reporting and development at the Ridge.

The investigations bureau had 57 cases submitted for review. There are currently 74 cases assigned. There were 10 cases presented to the Grand Jury all with true bills. There were three detective call outs, (2 death investigations and one theft from a storage unit.) There were two polygraphs and three backgrounds completed. There were six compliance checks for sex offenders. There were 424 pieces of evidence logged in, and 39 items returned to owners. We have filled the vacant evidence technician position and that person is currently in training.

CEO/ COMMUNITY ENGAGEMENT OFFICER: Officer Danie continues to do a very good job. He, along with Sgt. Babine and Det. Moore worked to address a troubled residence in the city that was suspected of drug activity. Charges were lodged for the tenant for common nuisance related to consistent calls for drug activity. This tenant has since been evicted.

Officer Danie has been balancing his work with the POP unit and community events planning. Officer Danie also organized our third annual Skate with a Cop, at the ice arena on February 1, 2020, followed by the charity hockey game with the Granite State Cannons supporting skateforthe22.org

Officer Danie is working on the RAD women's self-defense course being held over three days (March 7, 8 and 14). There are still openings for this course. Information on sign up can be found on our Face Book page, or by contacting Officer Danie directly. We do hope to offer the course quarterly.

Comm. Stanley commented that the last class that was held there was a lot of interest and it filled up fast, but the day of, there were several no shows. Are we doing anything different to prevent that? Could we do a refundable deposit? When they show, they get their money back.

Chief Toussaint said we don't charge for the course and we don't have a mechanism for holding the money. We don't want to scare people off. We could do a check in period the day before, and if you don't confirm, your spot can be reallocated.

COMP STAT: Traffic stops were consistent with our last reporting period. As officers are moved from field training to solo patrol we expect to see those numbers increase. The vast majority of the stops are focused in the downtown and on major travel routes in the city. Traffic crashes increased significantly largely attributed to weather-related events. All of the DWI arrests were from alcohol. Those related to people coming from licensed establishments have been forward to liquor enforcement.

In property crimes, a trend was uncovered in recent months of items of lesser dollar value, but of more use to transient individuals being stolen from motor vehicles. That trend did not continue into this reporting period. We did see some thefts of packages and mail this reporting period. Overall property crime is down 1% from last year. No trends or concerns were identified with respect to violent crimes for the month—which ended the year at a 14% decrease from 2018.

Drug incidents continue to involve a variety of different drugs, including heroin/fentanyl, methamphetamine, marijuana, cocaine, and prescription drugs. All of the drug arrests made were from search incident to arrest for a separate crime.

Comm. Stanley commented that of the drug incidents over doses were down, but fatal overdoses were up substantially.

Capt. Thomas said this could be attributed things like a bad batch/mix of drugs. This trend was noted statewide. Like Rochester, both Manchester and Nashua reported fewer overdoses but increases in deaths.

COMMUNICATIONS: The background for the candidate for our vacant position is nearly complete. If all goes well, we hope to have this person on board by months end. We will be installing SPOTS at all of the workstations.

DIVERSION: Teen night had 215 youth in January. Our partner service agencies were Seacoast Outright and the American Foundation for Suicide prevention. We have begun posting flyers and information on the documentary and panel titled Tre Mason Daison, about the impact on youth having incarcerated parents to be shown February 21 at the Community Center.

Nicole started working with the Diversion Network on the Annual Summit in May, which will introduce the Juvenile Justice Transformation plan to the entire juvenile justice system.

Nicole worked with the POP Unit planning and preparing for the Skate with a Cop event held February 1.

EMD USE: Display and Deploy: None Display Only: Three

FINANCIAL/PURCHASING: Dep. Chief Boudreau noted that overall we are in good shape at this halfway point of our FY20 budget. We are projecting our heating fuel to be over due to a change in the supplier. We are projecting a \$300,000 surplus overall, largely driven by salary and benefit savings due to open positions we have had through the majority of the year.

Our FY21 budget has been submitted to the City Manager. We met with him and finance on February 3 to review our needs and requests. We did request two new officers through the issues and options process. No date has been set for budget presentations to council. There had been some discussion of an all-day retreat, but it looks like it will be in conjunction with Council meetings as it has been traditionally.

The online crime reporting software project remains on schedule and on track for a go-live date in March. As we get to the end of February, we will have more movement on the outward facing pages and testing of the software.

On January 28 all stakeholders from the City, and the team from 2-way met for the radio project kickoff meeting. This outlined the project overview, timetables for starting and completion. We anticipate the initial work on site to start in April with it being substantially complete by September. The tower will not have power to be brought on line until final construction of the DPW facility. We will also bring a new site on line later for the water tower being designed at Highfield Commons.

The dispatch center wiring work will also be on going. The consoles will be a bit crowded as both the current and new equipment will be in place.

Comm. Stanley asked if any of the dispatch equipment would be in use.

Dep. Chief Boudreau said some of it, yes.

Comm. Stevens asked if there is a project manager for this.

Dep. Chief Boudreau said there is. It is 2-Way's service manager. They will be providing a weekly update to all key personnel. Once the system is on line with final sign offs anticipated in October and November and then any remaining punch list items, pulling power and data from the DPW building to bring that one on line. Waiting for that tower won't affect the operation of the system.

Our award notice for the JAG Grant was received. It was delayed due to a clerical error. We have submitted to Council to have the award accepted. We have one quick change to make for the Council acceptance that it is a multi-year fund. We have five years to expend JAG awards. Once the funds are received, we will move forward with the purchase of the load bearing carriers and gear pouches.

We are looking at a build date for the new cruisers of March 9. It is likely we won't receive them until sometime in April.

HIRING: We still have one full time police position remaining to be filled.

FORFEITURE SPENDING: None

HONOR GUARD: The Honor Guard will participate in the Battle of the Badges, C.H.a.D. game on March 15, 2020.

HOUSING: We had 37 Police related calls for service this month. This is a slight uptick in the activity. The calls for service don't have any patterns or areas of concern. There were background checks for new applicants.

K-9: This month the Rochester K-9 unit responded to seven calls—six were tracks; 4 in Rochester and two out of town. There was one drug search out of town.

PROSECUTION - ADULT: There were 349 new cases with 470 charges. There were 149 guilty pleas, 101 not guilty, 44 cases nol prossed. There were 108 who failed to appear, 22 found guilty by the court, 14 cases dismissed by the court and 4 cases placed on file, and 28 cases were continued.

PROSECUTION - JUVENILE: Juvenile prosecution had 30 petitions. One was referred to diversion. There were 10 arraignments. There were three trials (2 pleas, 1 continued). There were fifteen hearings, (8 review, 4 violation, 1 show cause, 1 emergency, 1 dispositional). One charge nol prossed for juvenile aging out. There were 4 investigations or complaints /warrant for theft from District Court, and 5 motions to impose suspended sentences or motions to bring case forward for trial.

Lt. Gould also met with SAU 54 Assistant Superintendent regarding the school needing to perform manifestation reviews on all cases going to court when a juvenile has an IEP. She met with Seacoast Learning Collaborative to prepare investigations for court.

RENTAL PROPERTY OWNERS ASSOCIATION: The Association meeting on January 9, 2020. Lt. Bossi reviewed information regarding the House bill at the state for disorderly houses. He discussed ways that property owners can work with their police departments when they have problem tenants. He fielded questions on restraining orders, disorderly conduct and amplified sound. He discussed the process for obtaining reports from Rochester Police Department. Lt. Bossi provided tips when property owners are reporting crimes and when to report them. It was explained how we track crimes and use the information to analyze and help our patrols and case solvability.

SCHOOL RESOURCE OFFICERS: The LEAD program is continuing in the schools.

High School Highlights: Officer Jackson demonstrated new police equipment and fingerprinting for Criminal Justice students. He counseled a student and parents regarding issues occurring at school. He completed security checks on outside doors throughout the month. He completed 5 offense and 5 arrest reports

Middle School Highlights: Sgt. Deluca taught the principles of ADD at St. Charles Children's Home. He worked Teen Night. He worked twelve different instances assisting a student lacking normal social skills. He worked with the Guidance office for nine different students having issues. He completed security checks for the building throughout month. He taught ADD to students. He completed 2 offense and 1 arrest report.

Elementary School Highlights: Officer Porfido did weekly check-in at all the schools. He finished LEADs classes for 5 schools, gave students certificates. He conducted crossing guard responsibilities at Portland/School Street school. He did a lockdown drill at Chamberlain Street School. He chaperoned a field trip to the Museum of Science in Boston. He participated in a parent/teacher re-entry meeting for a student. He completed 4 offense reports (3 regarding SRO duties and 1 patrol duty) and completed 1 arrest report while working a patrol shift. He also worked Teen Night, worked on Skate with a Cop with Officer Danie, completed two fingerprint sessions with Rotary and attended the Explorer meetings.

Explorer Post: Officer Jackson held two Explorer meetings this month. The re-chartering process for the Post is ongoing. He took members of the post for a tour of the Strafford County Jail.

TRAINING: Officers' Colson and Knox are through four weeks of the Academy, with no concerns. Officer Marshall is getting ready for his final observation week prior to being released to solo patrol. All officers in field training are progressing through the training. We are completing our annual Taser recertification this period. We were scheduled to host a Glock armorer training but it was canceled due to low enrollment. We would have received two free seats for hosting. Captain Pinkham and Secretary Green attended Right to Know training. Officer Garneau was certified as a firearms instructor.

6. CORRESPONDENCE:

Correspondence for the month included: A resident thanks Off. Turgeon and Sgt. Deluca for assisting their child with a bullying incident.

7. INFORMATION:

A. End 68. Comm. Stanley commented that the City was a corporate sponsor for End 68 hours of hunger in January; city and school employees held a food drive. Comm. Stanley publicly thanked the Police Department for putting forward such an enormous effort. They were one of the larger contributors. The total collection of monetary and food donations was substantial and valued at roughly \$3,000.00.

B. Salvation Army Thrift Store. Comm. Stanley asked that we reach out to Bill Moriarty, the regional manager for the Salvation Army Thrift stores about recent vandalism and thefts occurring there.

Chief Toussaint advised the POP unit could reach out to talk about ways to mitigate the problems they are seeing.

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

Commissioner Stanley MOVED to enter a nonpublic session at 8:00 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 2 - 0 with Comm. Stevens and Comm. Stanley voting in the affirmative.

The non-public session closed at 8:20 P.M. on a MOTION by Comm. Stevens. SECOND by Comm. Stanley. The motion PASSED by roll call vote 2 - 0 with Comm. Stevens and Comm. Stanley voting in the affirmative.

Comm. Stevens MOVED to seal the minutes indefinitely. SECOND by Comm. Stanley. The motion PASSED by roll call vote 2 - 0 with Comm. Stevens and Comm. Stanley voting in the affirmative.

9. MISCELLANEOUS:

Comm. Stanley MOVED to award per the collective bargaining agreement a merit increase on the respective anniversary dates to Off. William Robinson to merit track 4 and Off. Jason Plumb to merit track 4. Comm. Stevens SECONDED the motion. The motion PASSED unanimously.

10. ADJOURNMENT:

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

Respectfully Submitted

Rebecca J. Warburton
Secretary

APPROVED BY COMMISSION:

ROCHESTER POLICE DEPARTMENT

23 Wakefield Street
Rochester, New Hampshire 03867
(603) 330-7127

POLICY #: 1.3.4.2

SUBJECT: Use of Force, Pepper Ball Gun

UPDATED: 03/04/2020

NOTE: This written directive is for the internal governance of the Rochester Police Department, and as provided by RSA 516:36, is not intended and should not be interpreted to establish a higher standard of care in any civil or criminal action than would otherwise be applicable under existing law.

DISCUSSION: The purpose of this policy is to establish the circumstances, deployment, and after-action practices regarding the use of Pepperball SA200 System.

1. CHARACTERISTICS.

A. Pepperball SA200, is a mix of OC Contamination (Burning sensation on skin, involuntary closure of eyes, respiratory irritation, impaired breathing - coughing, feeling of panic) and Kinetic energy impact.

1. Kinetic Pepper System (long range delivery for OC using High Pressure Air - 3000 PSI)

2. Can be used on individual targets and for area saturation

(a). Target specific range: 0-30 0 - 60 ft.

(b). Area saturation: 0-100 0 - 150 ft.

3. ~~SA200 is a modified Tippman Carbine (paintball gun)~~

4. Pepperball system is a mix:

(a) Kinetic energy impact

(b) OC contamination

(c) Psychological effect (sound, impact, and unknown weapon system – in appearance)

- They may think they've been shot with a lethal system.

(d) If one part fails (ie: not affected by OC), then you still have other effects.

(e) Approximately 14% of population is not affected by OC.

5. System is ~~non-~~ less-lethal

6. Safe to fire at point blank range.

2. RANGE/TACTICS.

A. Pepperball SA200 System

1) .68 Caliber rounds weighing ~ 2 g (lighter than paintballs at 3.2 g)

2) Rounds are plastic and frangible (micro-scored on interior to fracture upon impact)

3) Rounds are rigid enough to prevent fracturing inside launcher during firing.

4) ~~Accuracy of rounds / launcher: at 30 ft, 7-9" groups~~

(a) ~~Due to the weight of the projectiles, they loose accuracy beyond 30 ft.~~

5) Rounds travel at approximately ~~300 to 380~~ 280-315 ft per second

6) Kinetic energy of rounds is 8-12 ft / lbs of energy (similar to paintballs, although they weigh approximately 1/3 less).

7) Pepperball projectiles impact with a greater sting than paintballs because the hard plastic casing focuses the energy on a smaller area.

(a) The gel cap of the paintball round allows the kinetic energy to be spread over a wider area, producing less sting.

3. PRECAUTIONS.

A. Pepperball SA200

1) The Pepperball SA200 System is target specific from ~~0 to 30~~ 0 to 60 feet. It is safe at point blank range. The only area of a person's body that should not be targeted is the face ~~region~~ neck, and spine.

2) Clothing of suspects: Heavily clothed suspects (winter jackets, etc) may cause projectiles to not break. In this event, less heavily clothed areas may be targeted (i.e. legs).

4. DECONTAMINATION OF OC SPRAY AND PEPPERBALL SA200

A. Once an attacker has been sprayed and has ceased resisting, undertake decontamination procedures.

B. Instruct him/her to calm down and relax, handcuff him/her, and tell him/her to try and breathe normally.

C. Move him/her to fresh air, if possible.

D. Flushing the affected area with cool water will speed recovery time. The Rochester Police Department utilizes the eye wash station located in the booking room, near the fingerprint area for the decontamination of OC exposure. Fresh water is used to flush out the eyes and the area is then pat dried with paper towels

E. All symptoms should disappear within 15-45 minutes. Decontamination processes will be conducted at the Police Department in the temporary holding cell, as indicated in paragraph D of this Section.

1) Obtain medical attention if the subject requests it, or the symptoms persist beyond 45 minutes. If a suspect requests medical attention for the decontamination process, the suspect will be transported to Frisbie Hospital Emergency Room as soon as possible for the process. Officers shall notify the suspect if he/she requests medical treatment for the decontamination process, it SHALL BE at his/her own expense. ~~The attending officer will ensure that the suspect signs a medical release form provided by the hospital prior to treatment, which will ensure that the~~

~~responsible party for payment of the emergency room treatment is the suspect and NOT the Police Department.~~

F. All subjects who have been sprayed will be given a copy of the Rochester Police Department "Release Care Instructions."

G. Officers will notify the Strafford County Jail personnel of any prisoner transported to their facility who has been sprayed with O.C.

H. Officer's should take precautions when handling prisoners who have been sprayed with OC, due to the possibility of being exposed to bodily fluids (i.e., mucous secretions from the nose and mouth). Protective disposable gloves should be worn when handling prisoners exposed to OC. Officers should be familiar with SOP 41, AIDS/Infectious Disease, section for Precautions and Custody Procedures.

I. Decontamination procedures shall be effected when a police vehicle transports a person exposed to OC. An "Isolation Area-Do Not Enter" sign shall be posted and the vehicle taken to the service center for decontamination procedures (where appropriate). The vehicle maintenance guidelines set forth in SOP 41 AIDS/Infectious Disease will be followed.

5. PLACEMENT ON THE FORCE CONTINUUM.

A. The Pepperball SA-200 is a force option that may be employed at any times as appropriate, and as dictated by:

- 1) threat levels
- 2) relative capabilities of an officer and subject, such as physical exhaustion, martial arts skills, multiple subjects, etc., or
- 3) special circumstances which may require you to escalate quickly to the Pepperball SA-200, skipping other steps on the force continuum.

C. The Pepperball SA200 should **NEVER** be used on a **PASSIVELY RESISTING** subject. It shall only be used against ~~ACTIVE AGGRESSIVE RESISTANCE~~ **ACTIVE AGGRESSION OR ACTIVE RESISTANCE** or a credible threat of aggressive resistance coupled with an apparent present ability to carry it out. **USE SHALL NOT CONTINUE ONCE THE SUBJECT HAS CEASED RESISTING.**

7. CARE AND MAINTENANCE.

A. Pepperball SA200

1) Depressurizing SA200:

- a. make sure chamber is clear (SA200 **Pepperball System** is unloaded)
- b. Point SA200 **Pepperball System** in a safe direction
- c. Slide on/off slide to the "off" position

2) Storage of the Pepperball SA200 **System**

- a. The SA200 Pepperball System will be stored in the trunk of the supervisor's vehicle in its protective case. SA200 The Pepperball System and rounds are able to withstand high heat and cold temperatures.
- b. The SA200 Pepperball System will be stored with one air bottle attached and the second in the carrying case as a spare in case of a malfunction.
- c. Rounds can be preloaded in the hopper for faster deployment. A spare container of rounds will be stored in the carrying case also. These are for refilling the hopper after use.
- d. SA200 ~~instructors~~ Supervisors are responsible to check the spare container of rounds during normal maintenance checks. If more rounds are needed, instructors shall be notified.

3) Calibrating Pepperball System

a. Pepperball Instructors should calibrate the Pepperball System using a Chronograph and set the FPS to the manufacturers recommended settings.

- (1). Round Pepperball 280-315 FPS
- (2). Shaped Pepperball 280-385 FPS

8. TRAINING.

A. No officer shall deploy the Pepperball SA200 system without first attending an ~~six (6) hour~~ instructional / user course.

9. REPORTS TO BE USED FOR THE PEPPERBALL SA200 System.

A. An incident report, as well as an OC use report shall be filed whenever an officer deploys the Pepperball SA200 System against a human being, or an animal, other than in an officially scheduled training session.

B. All OC Use Reports will be forwarded to the Patrol Division Captain.

10. RESTRICTED USE IN SCHOOLS AND HOSPITALS

Due to the characteristics associated with OC, the use of this product is prohibited in schools and hospitals. Officers will need to utilize other tools if use of force is deemed necessary in either a school or a hospital. This restriction is due to the ventilation systems, and building designs.

APPROVED: PAUL R. TOUSSAINT
 CHIEF OF POLICE

**NEW BUSINESS - MONTHLY REPORT;
PATROL**

**PATROL DIVISION
MONTHLY REPORT
February 2020**

R.U.N. Program:

Ward 1: There was no meeting this month. The next meeting is scheduled for April 8th 7pm at the City Hall Annex.

Ward 2: There was no meeting this month. The next meeting is scheduled for April 27th at 6:30pm at the City Hall Annex.

Ward 3: There was no meeting this month. The next meeting is scheduled for April 22nd at 6:30pm at the Briar Ridge Estates Community Room.

WARD 4: There was no meeting this month. The next meeting is scheduled for April 13th 7pm at the City Hall Annex.

Ward 5: There was no meeting this month. The next meeting is scheduled for April 15th at 6pm—location change to the City Hall Annex.

WARD 6: The meeting was held on February 26th at City Hall Annex. Sgt. Miehle attended as did Commissioner Stanley and Counselor Gray (whom is the moderator). Twelve folks in all were present. Sgt. Miehle brought up the crime map from LexisNexis. The city's new compliance officer was there and introduced—he discussed what he's been doing recently. No major issues were addressed.

CompStat: In field activity traffic stops are consistent with past months and are taking place in the higher density areas, and main roads in and out of the city. With the arrests from traffic stops, two were drug related, one vehicle had drugs (meth) found after a search warrant was completed.

The accidents are consistent with no major locations or trends. The highest number of parking lot accidents was at Walmart and there were only three of those. Most accidents took place on North Main Street and Farmington Road. 61% happened on a dry surface, 20% on a wet surface, and only 13% were on snow or slush. We did have one fatal accident that was an alcohol related incident when a vehicle struck a parked car and rolled over.

We had two DWI's for the month and are waiting on results which might lead to a third. Out of the two we know of, one was an accident, and one was a stop after a reported erratic operation complaint. One was drugs, and the other was alcohol. There are no trends or patterns in DWI's for this reporting period.

In property crimes things are looking pretty good. We had 4 listed burglaries, half are storage units that we have a suspect on, and detectives are working this as there are other storage units and folks involved. The other two have suspects and are not common to each other or a trending factor.

In theft from motor vehicles (MVs), we only had 5. They were sporadic throughout the city and on different dates. They are not related and no trends were identified. As far as any other property crime, we have not noted anything of significance.

In drug related matters we had 17 possession cases. The drugs ranged from meth, heroin, suboxone, adderall, methadone, mushrooms, fentanyl, and marijuana. We did not have any fatal OD's this month, and of the 9 OD's—they were from heroin or fentanyl.

In violent crimes we had one isolated robbery involving three females that were known to each other. There have not been any other incidents. Regarding aggravated assaults we had two: one was domestic violence, and the other turned out to be a self-inflicted stab wound (he originally reported being assaulted).

HONOR GUARD: Still preparing for the flag detail for the Battle of the Badges C.H.a.D. game on March 15th.

K-9: This reporting period the Rochester K9 Unit responded to a total of four calls for service. All of the calls were for tracks, and they were all in Rochester.

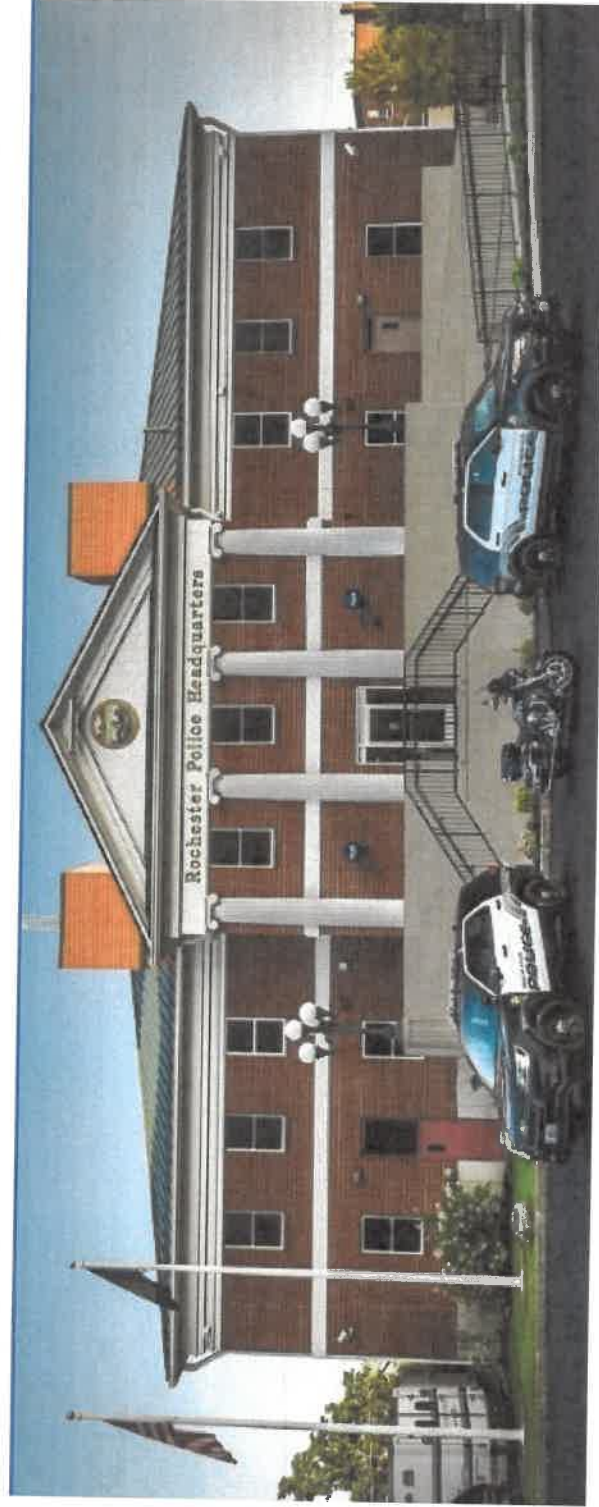
RPOA: Lt. Bossi was not able to attend the last RPOA meeting due to a scheduling conflict. The next meeting will be on March 5th at 8am at the Hellenic Center, 219 Long Hill Road in Dover.

Respectfully submitted,

Captain Jason Thomas

Rochester Police Department

January 2020 Comp Stat Report



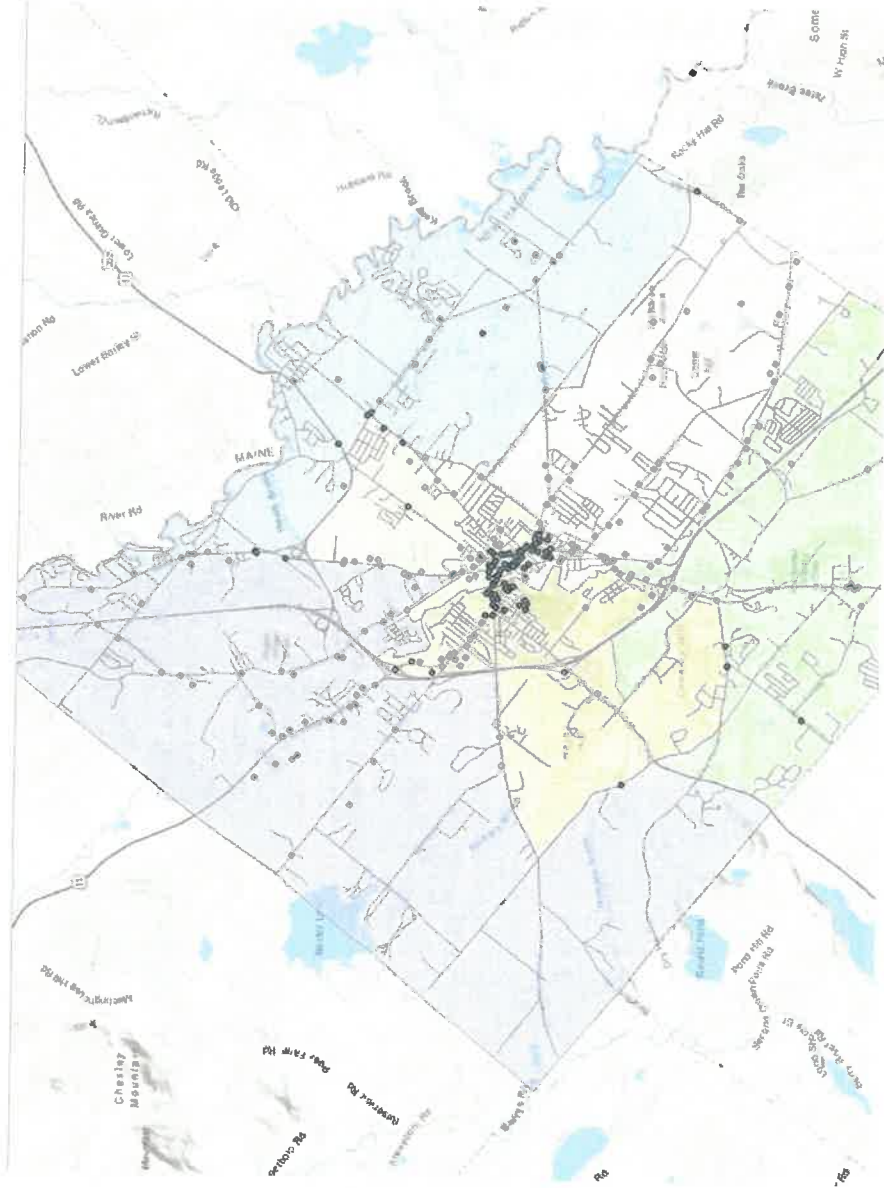
Field Activities

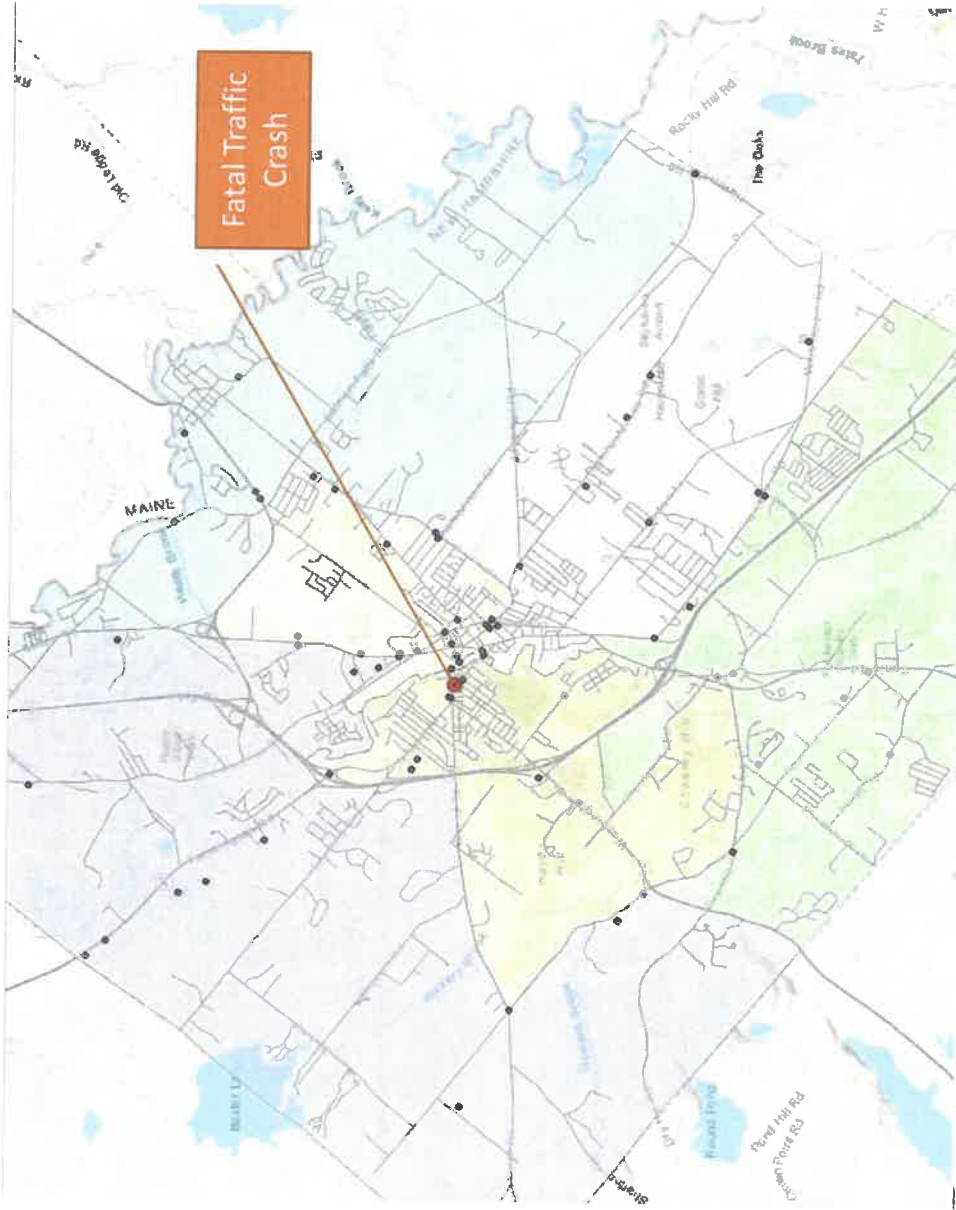
Specific Crimes	Jan-20	Jan-19	% Change	Dec-19	% Change	Nov-19	YTD 20	YTD 19	% Change	YTD 18
Traffic Stops	549	286	92%	498	10%	555	549	286	92%	937
Arrests from Stops	25	17	47%	18	39%	32	25	17	47%	30
Summons	12	10	20%	6	100%	9	12	10	20%	49
Warnings	500	252	98%	457	9%	494	500	252	98%	827
No Action	10	7	43%	10	0%	14	10	7	43%	24
Accidents	81	86	-6%	121	-33%	102	81	86	-6%	82
Summons from ACs	0	2	-100%	4	0%	6	0	2	-100%	3
Arrests from ACs	5	7	-29%	1	400%	6	5	7	-29%	8
Field Interviews	8	8	0%	6	33%	3	8	8	0%	4
DWI	3	3	0%	6	-50%	13	2	3	-33%	6
Narcotics	2	1	100%	0	0%	4	1	1	0%	0
Alcohol	1	2	-50%	6	-83%	9	1	2	-50%	3
DWI from Accidents	2	0	0%	5	-60%	5	1	0	0%	3

Traffic Stops

- 549 Traffic Stops
- 25 Arrests
- 12 Summons
- 500 Warnings

The majority of traffic stops this month continues the recent trend of activity in the high-density enforcement area downtown and along main roads that lead into that area.

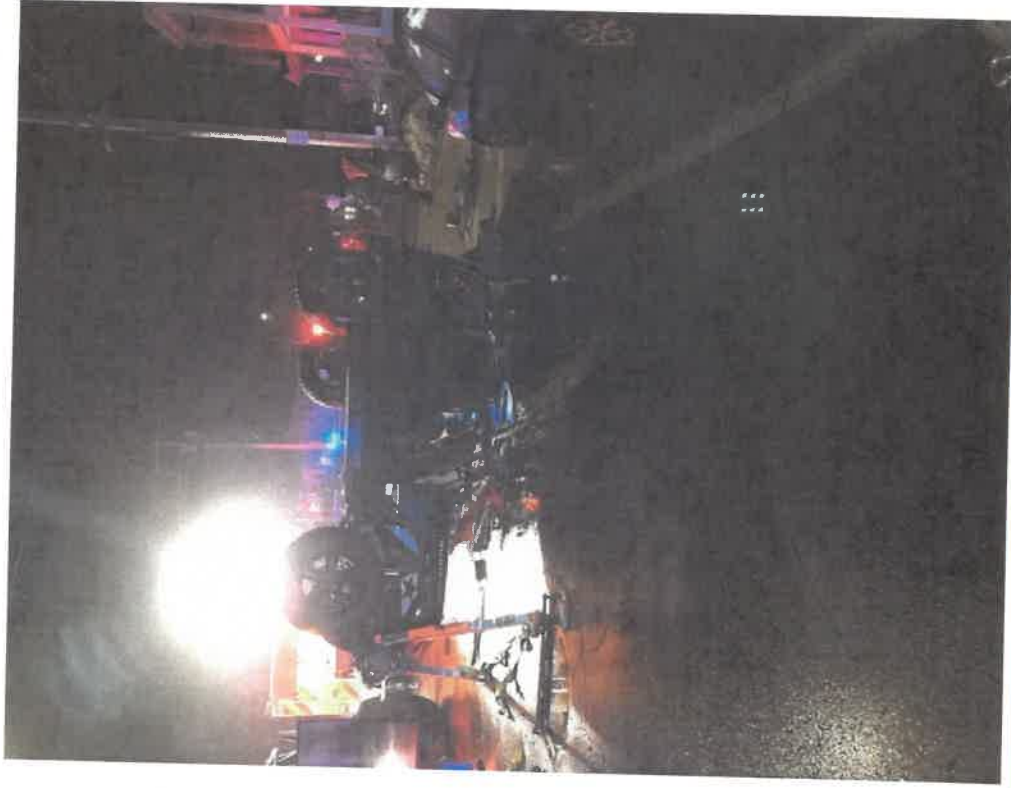




Motor Vehicle Crashes

- 81 total crashes
- 1 fatal crash (alcohol related)
- 1 (possibly 2) reported crashes that resulted in DWI arrests.
- Parking lot trend w/minor crashes continues.
- Roads with highest crashes:
 - North Main St (10)
 - Farmington Rd (7)
 - Wakefield St (6)

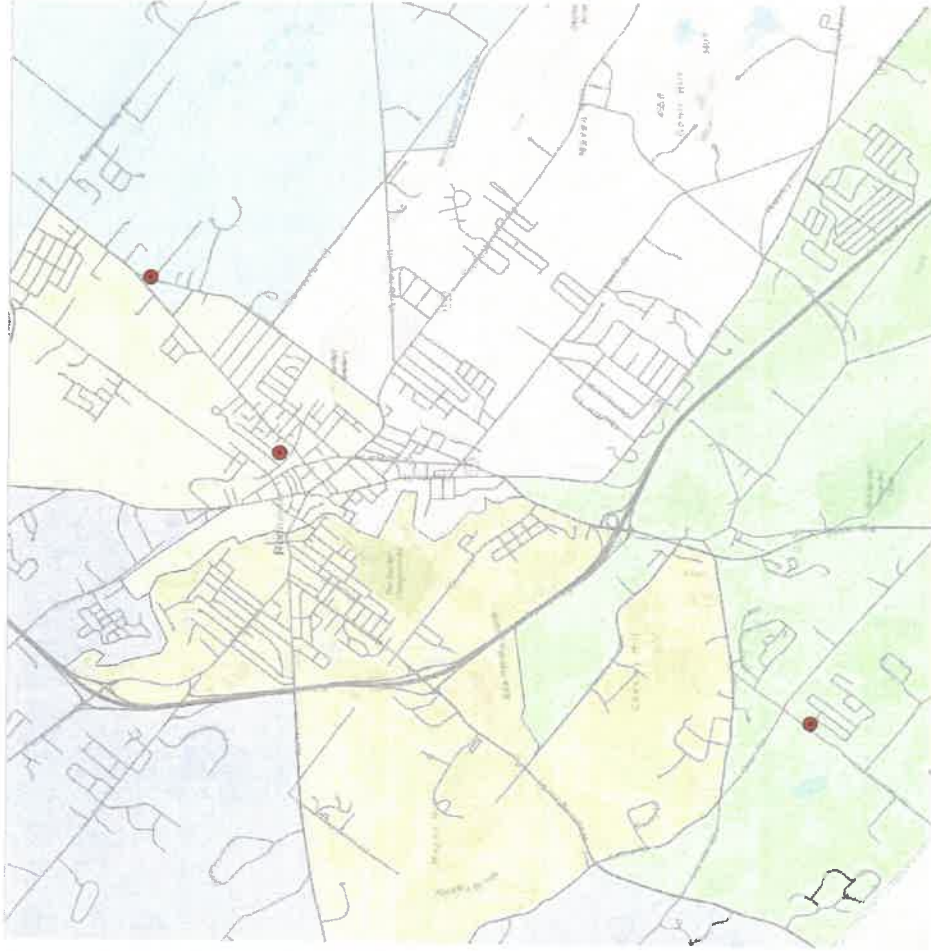




January 15, 2020 Fatal Crash

- Location: North Main St/Maple St
- Time of day: 3:26 a.m.
- Driver/lone occupant: Glenn Patch, 30 yrs. of age
- Details: Patch was driving south on North Main St, his vehicle crossed over the northbound lane striking a parked vehicle causing his vehicle to roll over. He was subsequently killed in the crash.
- Contributing factors: Patch had been drinking alcohol, toxicology reports are pending.





3 DWI arrests

- 2 arrests result of traffic accident
- 1 individual was arrested after his erratic driving was reported by another motorist. He had been using a narcotic.
- No identifiable trend this month with DWI's



Property Crimes

All Incident Reports												
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD-20	YTD-19	%Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Burglary	4	3	33%	7	-43%	4	4	3	33%	25%	15%	9
Shoplifting	23	26	-12%	27	-15%	11	23	26	-12%	143%	82%	16
Theft from a Building	17	11	55%	11	55%	22	17	11	55%	35%	28%	20
Theft from M/V (Including Parts)	4	5	-20%	9	-56%	27	4	5	-20%	0%	4%	10
All Other Theft	8	5	60%	10	-20%	10	8	5	60%	38%	7%	8
M/V Theft	2	8	-75%	2	0%	2	2	8	-75%	100%	18%	4
Vandalism	27	31	-13%	27	0%	28	27	31	-13%	52%	28%	21
Total Property	85	89	-4%	93	-9%	104	85	89	-4%	61%	28%	88
Arrests												
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD-20	YTD-19	%Change			
Burglary	1	1	0%	1	0%	1	1	1	0%	YTD 18		
Shoplifting	33	26	27%	17	94%	10	33	26	27%	1		
Theft from a Building	6	6	0%	2	200%	12	6	6	0%	16		
Theft from M/V (Including Parts)	0	1	-100%	0	0%	0	0	1	-100%	3		
All Other Theft	3	0	0%	0	0%	0	3	0	0%	1		
M/V Theft	2	1	100%	0	0%	0	2	1	100%	0		
Vandalism	14	17	-18%	6	133%	10	14	17	-18%	0		
Total Property	59	52	13%	26	127%	33	59	52	13%	10		
										31		

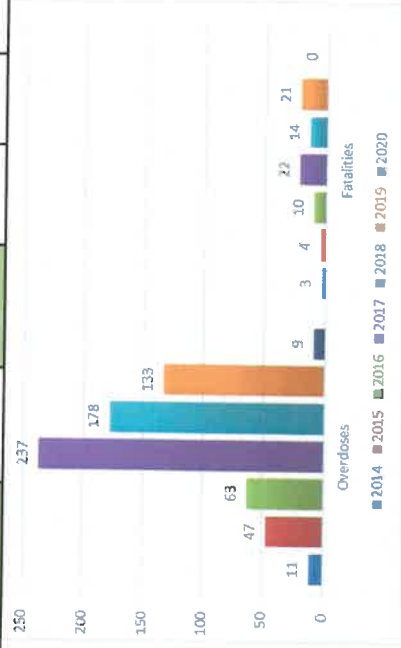
Storage Unit Thefts

- **On-going Investigation**
- 1-25-20 / 11:00 a.m. Officers responded to a storage facility on Spaulding Ave and found an individual in the act of stealing property from a storage unit.
- Further investigation found the individual had been recruited by a third party who had been taking locks off of storage units at night and replacing the locks with own. recruited individuals to remove property from the units.
- Research back to November 2019 found several thefts from storage units that may be related.
- Investigators are continuing with the investigation that result in charges against multiple individuals.

Case_Number	Date	Type_Case	Location_Name	Address	Victim	Method	Items_Stolen
19-4246-OF	11/5/2019	Burglary	Blue Bird Storage	201 Highland St	Multiple	Broke lock	Several Coach handbags
19-4377-OF	11/19/2019	Criminal Mischief	603 Storage	40 Cross Rd	Multiple	Pry tool used	3 units damaged
19-4538-OF	11/30/2019	Theft	PIP Storage	46 Farmington Rd		lock removed	antique sewing machine
20-7-OF	1/1/2020	Criminal Mischief	603 Storage	40 Cross Rd	603 Storage	lock damaged	fence/unit damaged
20-54-OF	1/1/2020	Criminal Mischief	603 Storage	7 Spaulding Ave	603 Storage	Lock and mechanism cut	3 units damaged
20-147-OF	1/12/2020	Burglary	603 Storage	7 Spaulding Ave	Several	Broke lock	See Report
20-175-OF	1/14/2020	Theft/Crim Mischief	603 Storage	11 Jarvis Ave	603 Storage	Cut lock	bag of unk materials
20-242-OF	1/17/2020	Criminal Mischief	603 Storage	237 Pickering Rd	603 Storage	Pry tool used	4 units damaged
20-323-OF	1/25/2020	Burglary	603 Storage	7 Spaulding Ave	603 Storage	Broke lock	See Report

Drug Incidents

All Incident Reports												
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD-2020	YTD 19	% Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Possession	17	7	143%	14	21%	12	17	7	143%	71%	114%	9
Drug Events	14	11	27%	23	-39%	14	14	11	27%			N/A
Overdoses	9	4	125%	10	-10%	13	9	4	125%			15
Fatal	0	0	0%	5	-100%	2	0	0	0%			0
Total Drug	31	18	72%	37	-16%	26	31	18	72%			24
Arrests												
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD-2020	YTD 19	% Change			YTD 18
Possession	12	8	50%	7	71%	9	12	8	50%			3



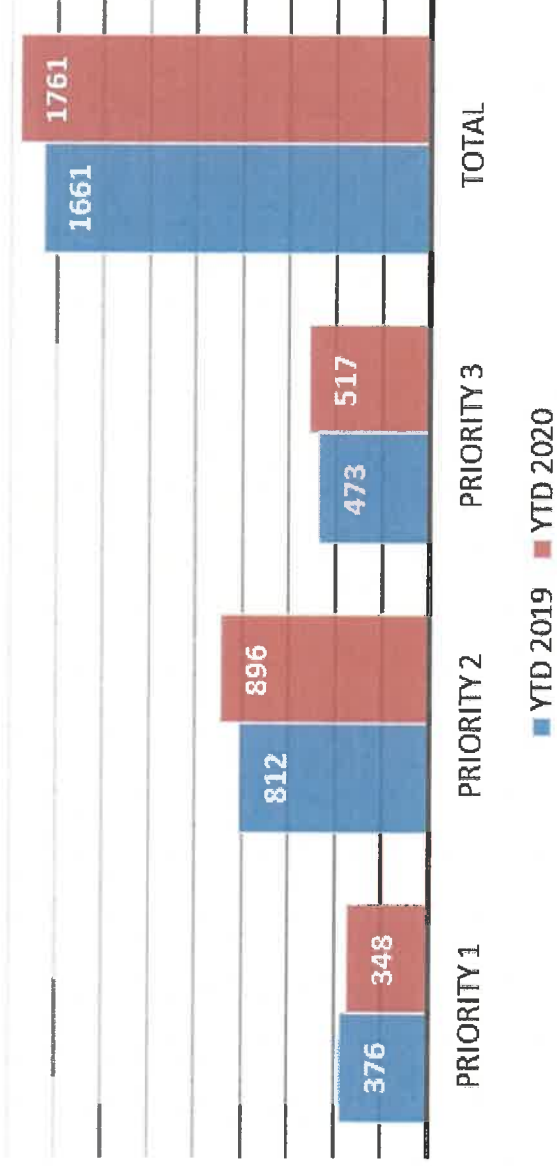
Violent Crimes

All Incident Reports											
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD 20	YTD 19	%Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate
Homicide	0	0	0%	0	0%	0	0	0	0%	0%	0%
Robbery	1	1	0%	0	0%	2	1	1	0%	0%	300%
Aggravated Assault	2	2	0%	6	-67%	3	2	2	0%	100%	100%
from DV*	1	2	-50%	5	-80%	1	1	2	-50%	100%	50%
Simple Assault	32	28	14%	38	-16%	22	32	28	14%	50%	64%
from DV*	14	13	8%	28	-50%	8	14	13	8%	71%	69%
Total Violent	35	31	13%	44	-20%	27	35	31	13%	38%	116%
Arrests											
Specific Crimes	Jan-20	Jan-19	%Change	Dec-19	%Change	Nov-19	YTD 20	YTD 19	%Change		
Homicide	0	0	0%	0	0%	0	0	0	0%	YTD 18	
Robbery	0	3	-100%	0	0%	2	0	3	-100%	0	
Aggravated Assault	2	2	0%	4	-50%	1	2	2	0%	1	
from DV*	1	1	0%	3	-67%	1	1	1	0%	3	
Simple Assault	16	18	-11%	19	-16%	12	16	18	-11%	3	
from DV*	10	9	11%	17	-41%	6	10	9	11%	21	
Total Violent	18	23	-22%	23	-22%	15	18	23	-22%	25	

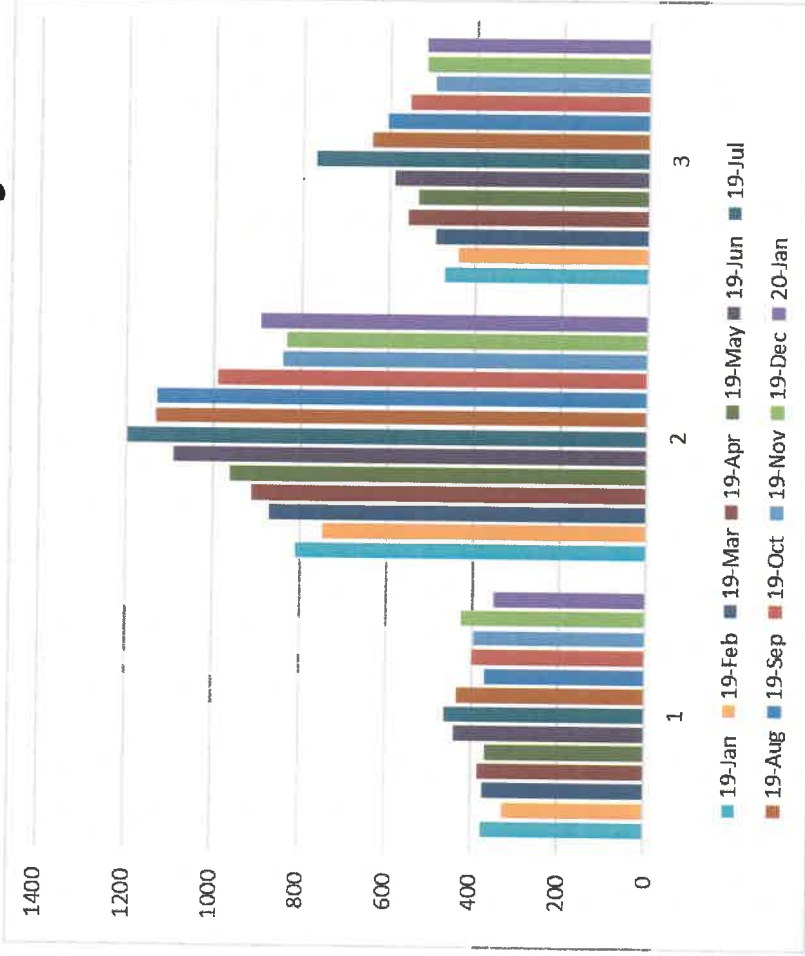
2020 Threshold

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	87	72-101	81	Normal
Traffic Stop	765	420-1110	549	Normal
DWI	7	4-10	2	LOW
Robbery	2	0-3	1	Normal
Aggravated Assault	6	3-8	2	LOW
Simple Assault	39	30-47	32	Normal
Burglary	9	5-13	4	LOW
Shoplifting	24	17-31	23	Normal
Theft from Building	18	11-25	17	Normal
Theft from MV	16	7-25	4	LOW
MV Theft	3	1-5	2	Normal
Vandalism	35	27-43	27	Normal
Possession	16	10-21	17	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	46	36-56	35	LOW
Property	122	93-150	85	LOW

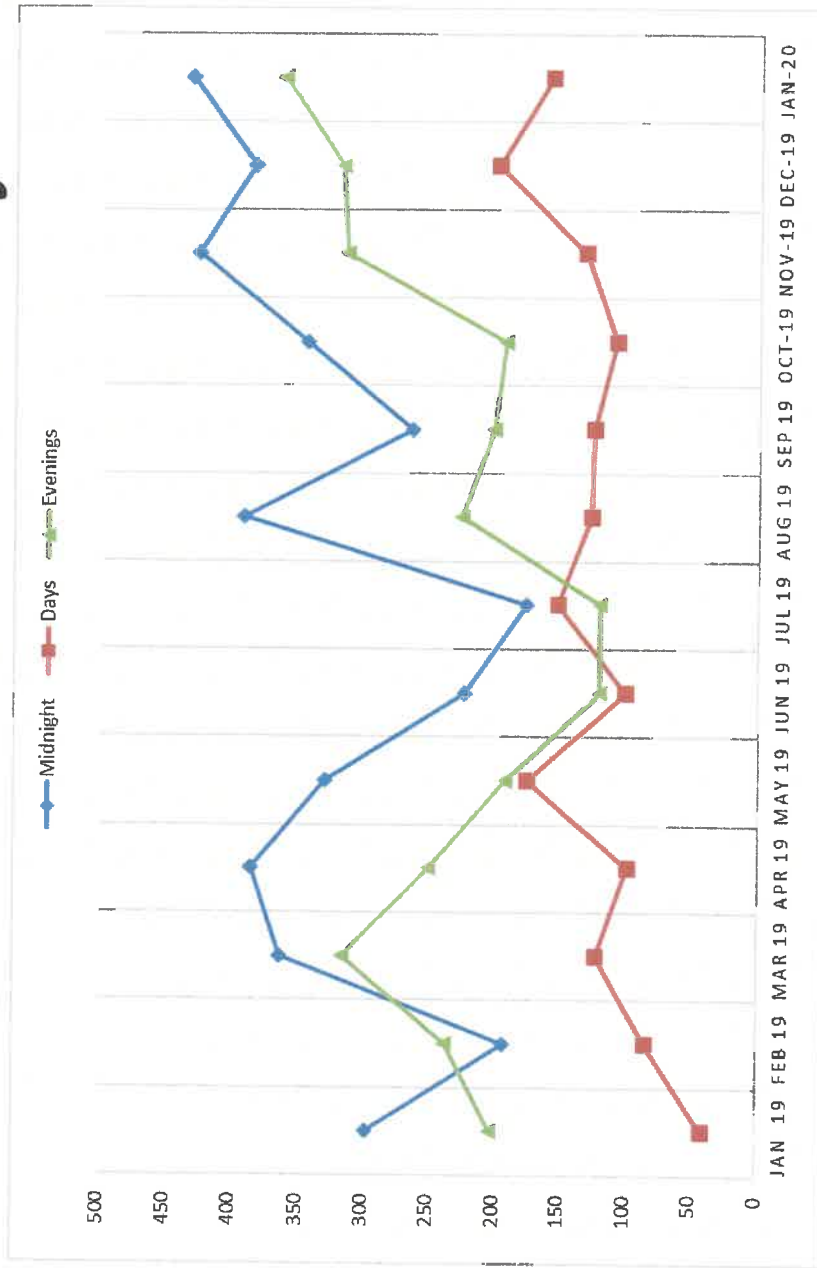
Calls for Service 2019 v 2020



Calls for Service by Month



Monthly Proactive Hours by Shift



Domestic Violence Related Statistics

January 2020

Breakdown of Domestic Violence cases for the month of January:

Misdemeanor Arrests: 23. Of those 23, two cases involved non-arrest calls for service in the preceding 12 months. Both were intimate partner cases.

Felony Arrests: 6. Of those arrests, none involved a non-arrest call for service in the preceding 12 months.

Total Cases: 40



**SUPPORT SERVICES DIVISION
MONTHLY REPORT
FEBRUARY 2020**

**NEW BUSINESS - MONTHLY
REPORT; SUPPORT**

INVESTIGATIVE SERVICES BUREAU (ISB):

- 47 TOTAL CASES SENT TO ISB FROM PATROL OR DETECTIVE GENERATED
- 83 TOTAL CASES BEING INVESTIGATED CURRENTLY
- 20 cases presented at Grand Jury
- 20 true bills
- 2 phones analyzed with Cellebrite
- There were 3 callouts during this period (1 OD Death, Stabbing, and Storage Unit Burglary case).
- 1 Evidence callouts (Storage Unit Burglary)
- 1 Polygraph examinations
- 1 Background investigations
- 4 Sexual offender compliance checks
- 0 Pawn shop compliance checks

EVIDENCE:

- Number of pieces taken in: 276
- Number of pieces returned: 55
- Number of pieces destroyed: 106

COMMUNITY ENGAGEMENT OFFICER (CEO):

- Skate with a COP was held Saturday February 1st and was very successful. This year's event turned out to be our largest event yet with over 250 youth participated.
- Sgt. Babine and Officer Danie have been working closely with both Nashua PD and Somersworth PD regarding gathering information for establishing our POP Unit. We have two Officers assigned to begin working as POP Officers at the start of the next Patrol rotation (March 8th).
- Sgt. Babine and Officer Danie worked a Granite Shield Operation in Somersworth. Members from both Strafford and Rockingham County participated in the operation.
- Captain Pinkham and Sgt. Babine attended the Senior Breakfast at the Community Center
- Officer Danie has been working on, among other things, Wings and Wheels, National Night Out and Community Coffee at the Community Center.

COMMUNICATION CENTER - DISPATCH:

- The background investigation for our new dispatcher has been completed. She will be starting with us on March 8th to begin her Field Training.
- Dispatch is still involved in union contract negotiations
- The Dispatch Supervisor attended a Primex training regarding evaluations
- We are expecting to have SPOTS terminals added to each of the computers making all 4 consoles SPOTS compatible. Therefore, not interrupting the activity of the center by moving around.
- We have upcoming trainings for dispatchers to attend; one being a Certified Training Officer and the other being a Tactical Operator with our SPOTS terminals through NCIC.
- We are anticipating the birth of three babies in our center and therefore are planning maternity leaves and how best to fill them/scheduling.
- The radio project is set to begin sometime between March and April in the Center.

ADULT PROSECUTION

- Cases: 322
- Charges: 343
- Guilty Plea: 99
- Not Guilty Plea: 90
- Nol Pros: 40
- Failure to Appear: 94
- Guilty by Court: 5
- Dismissed by Court: 7
- POF: 4
- Continued: 4

JUVENILE PROSECUTION/

New cases:

- Petitions: 17
- Diversion: 0
- CHINS: 0
- Motions To Impose Suspended Sentences: 0
- Motions to Bring Forward a Diversion Agreement for Sentence: 0

Hearings:

- 0 = Show Cause
- 0 = Emergency Placement AND/OR Arraignment
- 11 = Arraignments (set for trial)
- 4 = Arraignments (resolved with a plea)
- 6 = Arraignment rescheduled, MTC, FTA
- 1 = Review hearings
- 3 = Violation hearings
- 5 = Trials resolved with a plea
- 0 = Trials with True (guilty) finding
- 4 = Trials either FTA or MTC
- 1 = Nol Prossed due to juvenile turning 18 after case was previously held
- 1 = Dispositional Hearing

Completed Investigation District Courts Cases:

- 3 Investigations/complaint/warrant for **Bail Jumping** from District Court
- 2 Motion to **Impose suspended** sentences or Motions to **Bring case forward for trial**

Other:

- 29 hours doing District Court/Prosecution work typically done by an Administrative Assistant
- 2/3 meeting at Seacoast Learning Collaborative regarding students and starting investigations
- 2/13 Pre-Trial Conferences for District Court (filling in for Atty Mitrushi)
- 2/21 meeting for Ryan Home Project – Discuss ideas about teens in need of housing and services

SCHOOL RESOURCE OFFICERS

High School: Officer Jackson

- attended Teen Night
- completed another set of LEADS classes
- taught at Brent Williams Driving School
- completed a complaint/warrant for an adult student
- performed a “secured campus drill” with SHS staff and students
- assisted a Strafford Police Officer with a case involving a SHS student
- performed daily checks on external doors
- daily checks of Hanson Pines and related parking lots
- counseled students on issues of fighting
- 2 Offense Reports
- 2 Arrest Reports
- 1 Warrant Completed

Middle School: Sgt. Deluca

- attended Teen Night
- did additional work with kids regarding social issues (11X)
- worked with guidance counselors regarding students with emotional stress issues (11 X)
- completed LEADS lesson 5 with 150 kids
- bi-weekly perimeter door checks
- 2 lock down drills
- assist William Allen School with an issue involving a parent
- assist School St School with a re-entry meeting
- completed a texting lesson with 7th graders
- worked with Principal at Chamberlain St School reference lockdown drills
- 1 Offense Report
- 5 Arrest Reports

Elementary School (9): Officer Porfido

- skated in the Police vs Cannons hockey fundraiser
- visited Hope Program on a regular basis and coordinated a public skate event for the students with the Rochester Ice Arena
- went to Boston for the McClelland School field trip (Boston Museum of Science)
- worked with ER and Nancy Loud Schools for lock down drills
- checked in at RMS while Sgt. Deluca was away on a field trip
- meeting with student/Principal at William Allen School for a Facebook post
- daily checks with all schools throughout the week for lunches and safety issues
- visited Maple Street school for weekly check-in with 2 students
- daily crossing guard duty at Portland/School St and Lowell Columbus Ave, Portland and Green Street
- participated with Det Moore at Saint Elizabeth Seton for a volleyball game
- monitored William Allen School for traffic issues
- 1 Offense Report

EXPLORERS

Explorer Post: Officer Jackson

- Officer Jackson held two Explorer meetings this month.
- Officer Jackson is working on setting up a Post meeting at Pease Air Force Base Military Police

DIVERSION PROGRAM/TEEN DRUG COURT

- February's Teen Night was the highest attendance this year, with 237 youth participating in the evening's events. We had Seacoast Youth Services attend as the local service provider connecting to the youth for the month.
- The documentary and panel titled Tre Mason Daison was held February 21 where attendees were able to learn and share their concerns about the topic on the impact having incarcerated parents has on youth. This movie and conversation provided service providers and community members to learn how best to help our youth, as our community faces a large population of youth being raised by non-parental custodians.
- Staff continues to work on the Juvenile Probation Transformation Certificate Program with the State team in developing the state-wide plan with our first 2-page concept being approved, we now move on to the Summary Report laying out our short and long term goals and processes. This plan is meant to decrease the overutilization of probation and increase the amount of community based alternatives used to work with juveniles, including diversion. The intent overall is a full juvenile justice transformation with the intent to decrease the amount youth touch the juvenile justice system. Staff will be working on this plan with the State over the next two years.
- Staff started working with the Diversion Network on the Annual Summit which will introduce the Juvenile Justice Transformation plan in May to the entire juvenile justice system. This event will be the most comprehensive Juvenile Justice summit inviting Law enforcement, Juvenile Probation, Judges, Prosecutors and Defense Attorneys, and community providers including all the diversion programs.
- Staff helped the Community Policing Unit with the Skate with a Cop event

HOUSING:

- There were 28 police related calls for service this month at the various housing buildings. One issue that is a work in progress has been homeless getting in to Wyandotte. We have helped maintenance with some target hardening approaches and Officer Blair has been leaving the housing vehicle at the location after hours to deter activity and the POP unit did a walkthrough and assessment of areas of concern. One of the potential sources of activity has been trespassed from the property. The other buildings have had little activity to report.
- There were six background checks performed for potential new residents.

Respectfully Submitted,

Captain Todd Pinkham
Support Services Division

ADMINISTRATIVE MONTHLY REPORT
February 2020

Financial/Purchasing

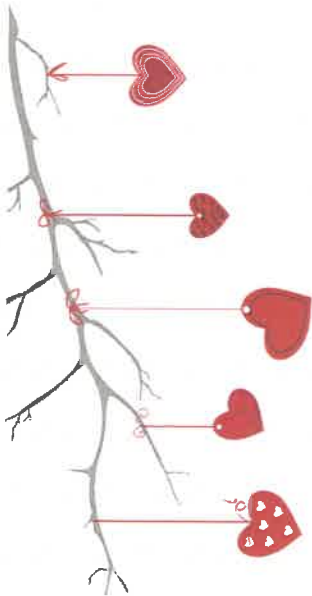
- We are approximately 66% of the way through FY20 and overall our operating budget is in line with where we would expect to be.
- FY21 budget was presented to the City Manager and Finance Department. They only had very minor questions about our requests. We do not have a date as of yet for our presentation to the City Council.
- During our FY21 budget presentation to the City Manager we made a suggestion to remove one of our CIP projects for replacement of the workstation in the detective division and allow us to use surplus money in our salary line to complete the project in FY20. At the request of the City Manager I made a short presentation to the Finance Committee to which they approved the request and are sending it to full council for approval. If approved this project will be moved forward with a completion date by the end of FY20.
- Our online crime report project continues to move forward. We are going to the testing phase. Many people received an email with a link to fill out test reports and give feedback on the system.
- We are waiting for a final acceptance of the JAG grant from the City Council before we can submit funding request from the JAG office. The council must do an updated resolution to show the funds are multi-year. It was previously accepted as an FY20 fund. Once that occurs we can move to purchase the outer carrier vests.
- Purchases of \$5000 or more which would require a signature from the commission this month.
 - Watchguard Systems in car video system for new cruiser
 - 2-Way payment for equipment for the radio replacement project
 - Motorola two new mobile radios for cruisers

Training/Hiring

- Recruit Officers Knox and Colson have completed 8 weeks of the police academy and have been doing excellent, with no concerns for their performance.
- Officers Miller and Flathers have entered the third phase of their FTO program and are progressing as scheduled. They are scheduled for final FTO exit boards on March 16th.
- Officer Bilodeau has had his FTO period extended for additional time with his FTO's.
- Officer Marshall has now been released from his field training program and is on solo patrol.

- Sgt. Cost has mapped out our next hiring process in order to create a list for our two potential new positions in July. We are targeting the August academy, which means all paperwork needs to be in timely to secure an entrance slot. We have sent invitations to our process to those people who took the most recent Great Bay College police entrance exam. We also will be starting advertisement with Indeed.com which we have had good luck with.
- During the month we sent personnel to various training classes which included sending Officers' Robinson, DeCost, and Coffey to search and seizure mobile enforcement training.
- Sgt. Cost along with Ofc. Root have been working on a basic criminal investigation course to be taught in house by both of them. With their combined experience, we hope to help develop the abilities of some of our younger officers to produce better investigations and criminal cases.

Respectfully Submitted,
Gary Boudreau
Deputy Chief of Police



February 2020 Expense & Revenue Reports

NEW BUSINESS - MONTHLY
REPORT; FINANCIALS



FOR 2020 08

ACCOUNTS FOR:
1000 GENERAL FUND

12010053 PD ADMINISTRATIVE SERVICES

	ORIGINAL APPROP	TRANSFRS/ADJSTWTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 511001 SALARIES - FULL	622,251.00	.00	622,251.00	423,442.31	.00	198,808.69	68.1%
12010053 511002 SALARIES - PART	102,602.00	.00	102,602.00	69,186.02	.00	33,415.98	67.4%
12010053 511003 SALARIES - EARL	.00	.00	.00	.00	.00	.00	.0%
12010053 511004 SALARIES - HOLI	.00	.00	.00	.00	.00	.00	.0%
12010053 511005 SALARIES - OUTS	192,000.00	.00	192,000.00	141,114.00	.00	50,886.00	73.5%
12010053 511099 SALARIES - ADJU	23,340.00	.00	23,340.00	.00	.00	23,340.00	.0%
12010053 513001 OVERTIME - REGU	.00	.00	.00	.00	.00	.00	.0%
12010053 513002 OVERTIME - TRAI	.00	.00	.00	.00	.00	.00	.0%
12010053 513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12010053 514000 EDUCATION INCEN	9,000.00	.00	9,000.00	.00	.00	.00	.0%
12010053 516000 LONGEVITY	3,550.00	.00	3,550.00	5,884.38	.00	3,115.62	65.4%
12010053 521100 HEALTH INSURANC	62,733.00	.00	62,733.00	2,950.00	.00	600.00	83.1%
12010053 521200 DENTAL INSURANC	1,824.00	.00	1,824.00	43,226.94	.00	19,506.06	68.9%
12010053 521300 LIFE INSURANCE	1,217.00	.00	1,217.00	1,102.72	.00	721.28	60.5%
12010053 522000 SOCIAL SECURITY	13,497.00	.00	13,497.00	863.67	.00	353.33	71.0%
12010053 523000 RETIREMENT CONT	239,140.00	.00	239,140.00	9,072.96	.00	4,424.04	67.2%
12010053 523300 RETIREMENT STAT	.00	.00	.00	144,448.22	.00	94,691.78	60.4%
12010053 525000 UNEMPLOYMENT CO	.00	.00	.00	.00	.00	.00	.0%
12010053 526000 WORKERS' COMPEN	68,512.00	.00	68,512.00	65,615.39	.00	.00	.0%
12010053 528001 DISABILITY INSU	3,150.00	.00	3,150.00	2,340.56	2,896.61	.00	100.0%
12010053 531002 STIPEND	.00	.00	.00	.00	.00	809.44	74.3%
12010053 532001 STAFF DEVELOPME	17,543.00	500.00	18,043.00	10,490.00	1,370.50	6,182.50	65.7%
12010053 532200 CONTRACTED SERV	72,000.00	.00	72,000.00	71,896.24	106.00	-2.24	100.0%*
12010053 533003 PHOTO DEVELOPME	300.00	.00	300.00	.00	.00	300.00	.0%
12010053 533004 MEDICAL SERVICE	3,910.00	979.00	4,889.00	3,715.18	860.82	313.00	93.6%
12010053 533005 ANIMAL DISPOSAL	1,000.00	.00	1,000.00	452.00	548.00	.00	100.0%
12010053 533009 LEGAL	.00	.00	.00	.00	.00	.00	.0%
12010053 533010 LABOR NEGOTIATI	4,000.00	.00	4,000.00	1,786.15	.00	.00	.0%
12010053 533011 ANIMAL BOARDING	.00	.00	.00	.00	2,213.85	.00	100.0%
12010053 534001 STATE FEE COMPU	.00	.00	.00	.00	.00	.00	.0%
12010053 541000 WATER/SEWAGE	3,430.00	.00	3,430.00	1,426.80	1,275.60	727.60	78.8%
12010053 543001 VEHICLES MAINT	33,000.00	.00	33,000.00	12,696.02	2,075.44	18,228.54	44.8%
12010053 543002 EQUIPMENT MAINT	53,480.00	.00	53,480.00	38,073.98	7,524.67	7,881.35	85.3%
12010053 543500 INSURANCE CLAIM	5,000.00	.00	5,000.00	3,278.65	.00	1,721.35	65.6%
12010053 544200 RENTAL OF EQUIP	400.00	.00	400.00	.00	400.00	.00	100.0%
12010053 544500 LEASE COPIER/PR	14,748.00	.00	14,748.00	14,581.31	.00	166.69	98.9%
12010053 544900 RENTAL OF OTHER	.00	.00	.00	.00	.00	.00	.0%
12010053 552001 FLEET INSURANCE	9,674.00	.00	9,674.00	8,861.00	813.00	.00	100.0%
12010053 552002 PROPERTY INSURA	4,199.00	.00	4,199.00	3,846.00	353.00	.00	100.0%
12010053 552003 GENERAL LIABILI	26,404.00	.00	26,404.00	24,185.00	2,219.00	.00	100.0%

FOR 2020 08

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 552004 OFFICERS LIABIL	43,423.00	.00	43,423.00	39,774.00	3,649.00	.00	100.0%
12010053 553000 COMMUNICATIONS	43,118.00	.00	43,118.00	22,599.84	3,460.99	17,057.17	60.4%
12010053 553400 POSTAGE FEES	8,050.00	.00	8,050.00	5,220.06	.00	2,829.94	64.8%
12010053 554000 ADVERTISING	500.00	.00	500.00	248.30	.00	251.70	49.7%
12010053 555000 PRINTING AND BI	4,000.00	.00	4,000.00	1,121.60	690.00	2,188.40	45.3%
12010053 556000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12010053 558000 TRAVEL	6,100.00	-500.00	5,600.00	2,426.69	1,515.94	1,657.37	70.4%
12010053 561003 OFFICE SUPPLIES	5,473.00	.00	5,473.00	2,781.62	458.13	2,233.25	59.2%
12010053 561005 PUBLICATIONS	2,250.00	.00	2,250.00	267.86	660.00	1,322.14	41.2%
12010053 561006 AMMUNITION	25,974.00	.00	25,974.00	23,246.82	1,000.00	1,727.18	93.4%
12010053 561008 VEHICLE SUPPLIE	11,030.00	.00	11,030.00	753.50	4,315.78	5,960.72	46.0%
12010053 561009 TRAINING MATERI	37,500.00	.00	37,500.00	313.72	.00	36.28	89.6%
12010053 561010 CLOTHING	16,885.00	.00	16,885.00	19,422.37	3,220.86	14,856.77	60.4%
12010053 561032 OTHER OPERATION	60,000.00	.00	60,000.00	4,195.28	1,161.45	11,528.27	31.7%
12010053 562200 ELECTRICITY	7,500.00	.00	7,500.00	33,716.81	25,547.35	1,735.84	98.8%
12010053 562400 HEATING FUEL	77,984.00	3,000.00	10,500.00	6,679.09	3,820.91	.00	100.0%
12010053 562600 VEHICLE FUEL	.00	-3,435.00	74,549.00	27,502.62	.00	47,046.38	36.9%
12010053 573200 NEW VEHICLES	.00	.00	.00	.00	.00	.00	.0%
12010053 573401 ADMIN EQUIPMENT	1,500.00	.00	1,500.00	166.29	.00	.00	.0%
12010053 573900 OTHER EQUIPMENT	14,244.00	-544.00	13,700.00	4,579.94	.00	1,333.71	11.1%
12010053 581000 DUES AND FEES	2,520.00	.00	2,520.00	1,488.00	885.00	9,120.06	33.4%
12010053 581100 DONATION EXPEND	.00	.00	.00	.00	.00	147.00	94.2%
12010053 589003 SEIZED PROPERTY	.00	.00	.00	.00	.00	.00	.0%
12010053 589004 SEIZED PROPERTY	.00	.00	.00	.00	.00	.00	.0%
12010053 589005 DARE CONTRIBUTI	.00	.00	.00	.00	.00	.00	.0%
12010053 589006 DARE CONTRIBUTI	.00	.00	.00	.00	.00	.00	.0%
12010053 589007 CITY WIDE PROGR	15,750.00	.00	15,750.00	10,003.34	4,885.62	861.04	94.5%
12010053 589100 LLEBG 102 RECEI	.00	.00	.00	.00	.00	.00	.0%
12010053 589101 LLEBG 102 FEDER	.00	.00	.00	.00	.00	.00	.0%
12010053 589102 LLEBG 102 CITY	.00	.00	.00	.00	.00	.00	.0%
12010053 589113 LLEBG 115 RECEI	.00	.00	.00	.00	.00	.00	.0%
12010053 589114 LLEBG 115 FEDER	.00	.00	.00	.00	.00	.00	.0%
12010053 589115 LLEBG 115 CITY	.00	.00	.00	.00	.00	.00	.0%
12010053 589130 COPSMORE 032 RE	.00	.00	.00	.00	.00	.00	.0%
12010053 589131 COPSMORE 032 FE	.00	.00	.00	.00	.00	.00	.0%
12010053 589132 COPSMORE 032 CI	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD ADMINISTRATIVE SERVIC	1,976,055.00	.00	1,976,055.00	1,311,043.25	77,927.52	587,084.23	70.3%
12012453 PD PATROL SERVICES							
12012453 511001 SALARIES - FULL	3,040,202.00	.00	3,040,202.00	1,829,547.00	.00	1,210,655.00	60.2%



FOR 2020 08

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012453 511002 SALARIES - PART	48,787.00	.00	48,787.00	34,077.53	.00	14,709.47	69.8%
12012453 511003 SALARIES - EARL	92,769.00	.00	92,769.00	39,002.92	.00	53,766.08	42.0%
12012453 511004 SALARIES - HOLL	128,978.00	.00	128,978.00	91,289.35	.00	37,688.65	70.8%
12012453 511099 SALARIES - ADJU	1,571.00	.00	1,571.00	.00	.00	1,571.00	.0%
12012453 513001 OVERTIME - REGU	108,546.00	.00	108,546.00	88,535.68	.00	20,010.32	81.6%
12012453 513002 OVERTIME - TRAI	28,940.00	.00	28,940.00	18,400.72	.00	10,539.28	63.6%
12012453 513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12012453 514000 EDUCATION INCEN	21,000.00	.00	21,000.00	11,941.83	.00	9,058.17	56.9%
12012453 516000 LONGEVITY	.00	.00	.00	1,500.00	.00	-1,500.00	100.0%*
12012453 521100 HEALTH INSURANC	460,576.00	.00	460,576.00	286,937.21	.00	173,638.79	62.3%
12012453 521200 DENTAL INSURANC	11,244.00	.00	11,244.00	7,295.59	.00	3,948.41	64.9%
12012453 521300 LIFE INSURANCE	464.00	.00	464.00	339.21	.00	124.79	73.1%
12012453 522000 SOCIAL SECURITY	48,101.00	.00	48,101.00	29,136.31	.00	18,964.69	60.6%
12012453 523000 RETIREMENT CONT	960,386.00	.00	960,386.00	579,173.62	.00	381,212.38	60.3%
12012453 523300 11539 RETIREMENT	.00	.00	.00	.00	.00	.00	.0%
12012453 525000 UNEMPLOYMENT CO	.00	.00	.00	.00	.00	.00	.0%
12012453 526000 WORKERS' COMPEN	.00	.00	.00	.00	.00	.00	.0%
12012453 528001 DISABILITY INSU	.00	.00	.00	.00	.00	.00	.0%
12012453 532001 STAFF DEVELOPME	.00	.00	.00	15.01	.00	-15.01	100.0%*
12012453 533003 PHOTO DEVELOPME	.00	.00	.00	.00	.00	.00	.0%
12012453 533004 MEDICAL SERVICE	.00	.00	.00	.00	.00	.00	.0%
12012453 533005 ANIMAL DISPOSAL	.00	.00	.00	.00	.00	.00	.0%
12012453 533011 ANIMAL BOARDING	.00	.00	.00	.00	.00	.00	.0%
12012453 543001 VEHICLES MAINT	.00	.00	.00	.00	.00	.00	.0%
12012453 543002 EQUIPMENT MAINT	.00	.00	.00	.00	.00	.00	.0%
12012453 544200 RENTAL OF EQUIP	.00	.00	.00	.00	.00	.00	.0%
12012453 544900 RENTAL OF OTHER	.00	.00	.00	.00	.00	.00	.0%
12012453 553000 COMMUNICATIONS	.00	.00	.00	.00	.00	.00	.0%
12012453 553400 POSTAGE FEES	.00	.00	.00	.00	.00	.00	.0%
12012453 554000 ADVERTISING	.00	.00	.00	.00	.00	.00	.0%
12012453 555000 PRINTING AND BI	.00	.00	.00	.00	.00	.00	.0%
12012453 558000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12012453 558000 TRAVEL	.00	.00	.00	.00	.00	.00	.0%
12012453 561003 OFFICE SUPPLIES	.00	.00	.00	.00	.00	.00	.0%
12012453 561005 PUBLICATIONS	.00	.00	.00	.00	.00	.00	.0%
12012453 561010 CLOTHING	.00	.00	.00	.00	.00	.00	.0%
12012453 561032 OTHER OPERATION	.00	.00	.00	.00	.00	.00	.0%
12012453 562600 09529 VEHICLE FU	.00	.00	.00	.00	.00	.00	.0%
12012453 573200 NEW VEHICLES	.00	.00	.00	.00	.00	.00	.0%
12012453 573401 ADMIN EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012453 573900 OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012453 581000 DUES AND FEES	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD PATROL SERVICES	4,951,564.00	.00	4,951,564.00	3,017,191.98	.00	1,934,372.02	60.9%

12012553 PD SUPPORT SERVICES



FOR 2020 08

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMIS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012553 511001 SALARIES - FULL	145,718.00	.00	145,718.00	98,437.45	.00	47,280.55	67.6%
12012553 511002 SALARIES - PART	195,384.00	.00	195,384.00	97,129.22	.00	98,254.78	49.7%
12012553 511003 SALARIES - EARL	.00	.00	.00	.00	.00	.00	.0%
12012553 511004 SALARIES - HOLI	.00	.00	.00	.00	.00	.00	.0%
12012553 511099 SALARIES - ADJU	1,749.00	.00	1,749.00	.00	.00	1,749.00	.0%
12012553 513001 OVERTIME - REGU	3,000.00	.00	3,000.00	795.57	.00	2,204.43	26.5%*
12012553 513002 OVERTIME - TRAI	.00	.00	.00	736.58	.00	-736.58	100.0%*
12012553 513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12012553 514000 EDUCATION INCEN	.00	.00	.00	.00	.00	.00	.0%
12012553 516000 LONGEVITY	2,530.00	.00	2,530.00	.00	.00	1,065.00	57.9%
12012553 521100 HEALTH INSURANC	31,737.00	.00	31,737.00	22,058.78	.00	9,678.22	69.5%
12012553 521200 DENTAL INSURANC	900.00	.00	900.00	599.85	.00	300.15	66.7%
12012553 521300 LIFE INSURANCE	228.00	.00	228.00	199.21	.00	28.79	87.4%
12012553 522000 SOCIAL SECURITY	25,885.00	.00	25,885.00	14,731.38	.00	11,153.62	56.9%
12012553 523000 RETIREMENT CONT	17,010.00	.00	17,010.00	10,996.04	.00	6,013.96	64.6%
12012553 523300 11539 RETIREMENT	.00	.00	.00	.00	.00	.00	.0%
12012553 525000 UNEMPLOYMENT CO	.00	.00	.00	.00	.00	.00	.0%
12012553 526000 WORKERS' COMPEN	.00	.00	.00	.00	.00	.00	.0%
12012553 528001 DISABILITY INSU	1,674.00	.00	1,674.00	1,031.18	.00	642.82	61.6%
12012553 532001 STAFF DEVELOPME	.00	.00	.00	.00	.00	.00	.0%
12012553 533003 PHOTO DEVELOPME	.00	.00	.00	.00	.00	.00	.0%
12012553 533004 MEDICAL SERVICE	.00	.00	.00	.00	.00	.00	.0%
12012553 543001 VEHICLES MAINT	.00	.00	.00	.00	.00	.00	.0%
12012553 543002 EQUIPMENT MAINT	.00	.00	.00	.00	.00	.00	.0%
12012553 544200 RENTAL OF EQUIP	.00	.00	.00	.00	.00	.00	.0%
12012553 544900 RENTAL OF OTHER	.00	.00	.00	.00	.00	.00	.0%
12012553 553000 COMMUNICATIONS	.00	.00	.00	.00	.00	.00	.0%
12012553 553400 POSTAGE FEES	.00	.00	.00	.00	.00	.00	.0%
12012553 555000 ADVERTISING	.00	.00	.00	.00	.00	.00	.0%
12012553 555000 PRINTING AND BI	.00	.00	.00	.00	.00	.00	.0%
12012553 556000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12012553 558000 TRAVEL	.00	.00	.00	.00	.00	.00	.0%
12012553 561003 OFFICE SUPPLIES	.00	.00	.00	.00	.00	.00	.0%
12012553 561005 PUBLICATIONS	.00	.00	.00	.00	.00	.00	.0%
12012553 561009 TRAINING MATERI	.00	.00	.00	.00	.00	.00	.0%
12012553 561010 CLOTHING	.00	.00	.00	.00	.00	.00	.0%
12012553 561032 OTHER OPERATION	.00	.00	.00	.00	.00	.00	.0%
12012553 562600 09529 VEHICLE FU	.00	.00	.00	.00	.00	.00	.0%
12012553 573200 NEW VEHICLES	.00	.00	.00	.00	.00	.00	.0%
12012553 573401 ADMIN EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012553 573900 OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012553 581000 DUES AND FEES	.00	.00	.00	.00	.00	.00	.0%
12012553 589007 CITY WIDE PROGR	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD SUPPORT SERVICES	425,815.00	.00	425,815.00	248,180.26	.00	177,634.74	58.3%

FOR 2020 08

ACCOUNTS FOR:
1000 GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL GENERAL FUND	7,353,434.00	.00	7,353,434.00	4,576,415.49	77,927.52	2,699,090.99	63.3%
TOTAL EXPENSES	7,353,434.00	.00	7,353,434.00	4,576,415.49	77,927.52	2,699,090.99	



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CITY OF ROCHESTER
FINANCIALS FOR FEBRUARY 2020

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FOR 2020 08

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	7,353,434.00	.00	7,353,434.00	4,576,415.49	77,927.52	2,699,090.99	63.3%

** END OF REPORT ~ Generated by Rhonda Young **



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CITY OF ROCHESTER
DISPATCH FINANCIALS FOR FEBRUARY 2020

02/28/2020 14:06
rhonda.young

FOR 2020 08

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12030153 DISPATCH CENTER							
12030153 511001 SALARIES - FULL	509,061.00	.00	509,061.00	301,916.62	.00	207,144.38	59.3%
12030153 511002 SALARIES - PART	2,000.00	.00	2,000.00	5,111.67	.00	-3,111.67	255.6%
12030153 511004 SALARIES - HOLI	18,794.00	.00	18,794.00	14,260.88	.00	4,533.12	75.9%
12030153 511099 SALARIES - ADJU	.00	.00	.00	.00	.00	.00	.0%
12030153 513001 OVERTIME - REGU	34,000.00	.00	34,000.00	19,234.13	.00	14,765.87	56.6%
12030153 513002 OVERTIME-TRAINI	10,000.00	.00	10,000.00	2,375.46	.00	7,624.54	23.8%
12030153 516000 LONGEVITY	2,250.00	.00	2,250.00	1,849.98	.00	400.02	82.2%
12030153 521200 HEALTH INSURANC	136,038.00	.00	136,038.00	72,218.01	.00	63,819.99	53.1%
12030153 521300 DENTAL INSURANC	3,324.00	.00	3,324.00	1,897.57	.00	1,426.43	57.1%
12030153 521300 LIFE INSURANCE	879.00	.00	879.00	635.64	.00	243.36	72.3%
12030153 522000 SOCIAL SECURITY	40,989.00	.00	40,989.00	24,632.53	.00	16,356.47	60.1%
12030153 523000 RETIREMENT CONT	64,135.00	.00	64,135.00	37,887.15	.00	26,247.85	59.1%
12030153 525000 UNEMPLOYMENT	.00	.00	.00	.00	.00	.00	.0%
12030153 526000 WORKERS' COMPEN	1,367.00	.00	1,367.00	696.85	670.15	.00	100.0%
12030153 528001 DISABILITY INSU	4,935.00	.00	4,935.00	3,287.75	.00	1,647.25	66.6%
12030153 532001 STAFF DEVELOPME	3,300.00	.00	3,300.00	916.00	.00	2,384.00	27.8%
12030153 532200 CONTRACTED SERV	.00	.00	.00	.00	.00	.00	.0%
12030153 533004 MEDICAL SERVICE	.00	.00	.00	.00	.00	.00	.0%
12030153 533010 LABOR NEGOTIATI	.00	.00	.00	.00	.00	.00	.0%
12030153 534001 STATE FEE COMPU	.00	.00	.00	.00	.00	.00	.0%
12030153 534003 SOFTWARE MAINT/	4,500.00	.00	4,500.00	1,716.00	.00	2,784.00	38.1%
12030153 543002 EQUIPMENT MAINT	4,130.00	.00	4,130.00	4,130.00	4,130.00	.00	100.0%
12030153 544500 LEASE COPIER/PR	29,360.00	.00	29,360.00	21,004.94	1,255.06	7,100.00	75.8%
12030153 552003 GENERAL LIABILL	.00	.00	.00	.00	.00	.00	.0%
12030153 553000 COMMUNICATIONS	2,867.00	.00	2,867.00	2,626.00	241.00	.00	100.0%
12030153 554000 ADVERTISING	500.00	.00	500.00	490.42	.00	9.58	98.1%
12030153 556000 TUITION	68.00	.00	68.00	.00	.00	68.00	.0%
12030153 558000 TRAVEL	.00	.00	.00	.00	.00	.00	.0%
12030153 561003 OFFICE SUPPLIES	2,000.00	.00	2,000.00	633.55	.00	1,366.45	31.7%
12030153 561010 CLOTHING	1,250.00	.00	1,250.00	560.59	105.96	583.45	53.3%
12030153 561032 OTHER OPERATION	1,300.00	.00	1,300.00	199.00	.00	1,101.00	15.3%
12030153 573401 ADMIN EQUIPMENT	2,500.00	.00	2,500.00	606.37	.00	1,893.63	24.3%
12030153 573900 OTHER EQUIPMENT	2,312.00	.00	2,312.00	.00	.00	2,312.00	.0%
12030153 581000 DUES AND FEES	469.00	.00	469.00	339.00	.00	.00	.0%
TOTAL DISPATCH CENTER	882,328.00	.00	882,328.00	515,096.11	6,402.17	360,829.72	59.1%
TOTAL GENERAL FUND	882,328.00	.00	882,328.00	515,096.11	6,402.17	360,829.72	59.1%
TOTAL EXPENSES	882,328.00	.00	882,328.00	515,096.11	6,402.17	360,829.72	



02/28/2020 14:06
rhonda.young

CITY OF ROCHESTER
DISPATCH FINANCIALS FOR FEBRUARY 2020

IP 2
glytdbud

FOR 2020 08

	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	882,328.00	.00	882,328.00	515,096.11	6,402.17	360,829.72	59.1%

** END OF REPORT - Generated by Rhonda Young **



CITY OF ROCHESTER
REVENUE FOR FEBRUARY 2020

02/28/2020 14:07
rhonda.young

FOR 2020 08

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
12011 POLICE CITY REVENUE						
12011 400403 AMUSEMENT PERMITS	.00	.00	.00	.00	.00	.0%
12011 400407 PISTOL PERMITS	-2,000.00	.00	-2,000.00	-1,060.50	-939.50	53.0%*
12011 402110 INCOME FROM COPY M	-5,000.00	.00	-5,000.00	-12,048.39	7,048.39	241.0%*
12011 402111 OUTSIDE SECURITY S	-255,000.00	.00	-255,000.00	-177,963.75	-77,036.25	69.8%*
12011 402112 OUTSIDE DUTY ADMIN	.00	.00	.00	.00	.00	.0%
12011 402115 ALARM FEES	-5,000.00	.00	-5,000.00	-585.00	-4,415.00	11.7%*
12011 402120 WRECKER SERVICE IN	.00	.00	.00	.00	.00	.0%
12011 402121 DOG SHELTER & TRAN	-1,600.00	.00	-1,600.00	-1,347.00	-253.00	84.2%*
12011 402122 DOG FINES	-14,000.00	.00	-14,000.00	-16,608.00	2,608.00	118.6%*
12011 405201 COURT FINES	-10,000.00	.00	-10,000.00	-3,118.38	-6,881.62	31.2%*
12011 405202 PARKING TICKETS	-5,000.00	.00	-5,000.00	-3,435.00	-1,565.00	68.7%*
12011 405203 EXCESS ALARM PENAL	-800.00	.00	-800.00	-100.00	-700.00	12.5%*
12011 406201 MISCELLANEOUS REVE	-8,000.00	.00	-8,000.00	-5,247.93	-2,752.07	65.6%*
12011 406209 POLICE RESTITUTION	-1,000.00	.00	-1,000.00	-527.94	-472.06	52.8%*
12011 406210 WITNESS FEES	-7,000.00	.00	-7,000.00	-3,143.86	-3,856.14	44.9%*
12011 406216 HOST TRAINING FEES	-6,000.00	.00	-6,000.00	.00	-6,000.00	.0%*
12011 406299 INSURANCE CLAIM RE	-5,000.00	.00	-5,000.00	.00	-5,000.00	.0%*
TOTAL POLICE CITY REVENUE	-325,400.00	.00	-325,400.00	-225,185.75	-100,214.25	69.2%
12012 POLICE STATE REVENUE						
12012 402116 DRUG GRANT NEW HAM	.00	.00	.00	.00	.00	.0%
12012 402117 HIGHWAY SAFETY GRA	.00	.00	.00	.00	.00	.0%
12012 402118 PEDESTRIAN GRANT	.00	.00	.00	.00	.00	.0%
12012 402119 DWI GRANT	.00	.00	.00	.00	.00	.0%
TOTAL POLICE STATE REVENUE	.00	.00	.00	.00	.00	.0%
12013 POLICE FEDERAL REVENUE						
12013 402113 LLEBG GRANT	.00	.00	.00	.00	.00	.0%
12013 402114 JUSTICE DEPARTMENT	.00	.00	.00	.00	.00	.0%
TOTAL POLICE FEDERAL REVENUE	.00	.00	.00	.00	.00	.0%
TOTAL GENERAL FUND	-325,400.00	.00	-325,400.00	-225,185.75	-100,214.25	69.2%
TOTAL REVENUES	-325,400.00	.00	-325,400.00	-225,185.75	-100,214.25	69.2%



02/28/2020 14:07
rhonda.young

CITY OF ROCHESTER
REVENUE FOR FEBRUARY 2020

P 2
glytdbud

FOR 2020 08

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
GRAND TOTAL	-325,400.00	.00	-325,400.00	-225,185.75	-100,214.25	69.2%

** END OF REPORT - Generated by Rhonda Young **

AR
1.29.20

CORRESPONDENCE

RECORD #	<u>ROCHESTER POLICE DEPARTMENT</u>	<u>PERSONNEL RECORDS ENTRY FORM</u>
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1. EMPLOYEE NAME: Jason Plumb DATE: 1.29.2020
 TIME: 2050

2. TYPE OF ENTRY RECOMMENDATION ___ COUNSELING
 ___ TRAINING INTERVIEW ___ DISCIPLINARY
 ___ EVALUATION/FOLLOW UP ___ OTHER

3. NARRATIVE: Officer Jason Plumb received a compliment from the victim in a domestic violence incident, which resulted in the offender being arrested. The victim praised Officer Plumb for how he handled the situation and wanted to express her thanks.

4. ACTION TAKEN BY SUPERVISOR:
 Completed and submitted. Thank you for your kind professionalism.
 SIGNATURE: James A Benjamin DATE: 1.29.2020

5. COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:
 Great job! Copy to Personnel file!
 SIGNATURE: [Signature] DATE: 1/30/20

6. COMMENTS OF DEPUTY CHIEF OF POLICE: Great job Jason!
 SIGNATURE: [Signature] DATE: 1-31-20

7. COMMENTS OF CHIEF OF POLICE:
 Nice work Jason!
 SIGNATURE: [Signature] DATE: 2-3-20

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE: _____

A handwritten signature in black ink, consisting of a large loop followed by a series of smaller, connected loops and a final flourish.

DATE: 2/19/20

From: Jennifer Carroll

Sent: 1

To: Ar

va: ry

Jeremy A. Carroll

Subject: DV Arrest

Good morning,
Just thought I would pass along something nice..

The victim in the DV arrest from last night called and spoke with Alison, one of the Victim Advocates from the County Attorney's Office this morning. She was very upset about the incident with her boyfriend, but she wanted Alison to know how great the Officers were that responded last night. Alison said had nothing but good things to say about both of them and wanted to thank them for everything. She said it's not very often that she hears compliments about the arresting Officers from her victims the morning after an arrest, so she wanted me to pass it along and say thank you!

Jen Carroll | Legal Assistant

Rochester Legal Department - Prosecution Division
23 Wakefield Street, Rochester, NH 03867

APD
1.29.2020

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Thomas Butcher		DATE: 1.29.2020 TIME: 2050
2. <u>TYPE OF ENTRY</u> <input checked="" type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Thomas Butcher received a compliment from the victim in a domestic violence incident, which resulted in the offender being arrested. The victim praised Officer Butcher for how he handled the situation and wanted to express her thanks.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Completed and submitted. Thank you for your kind professionalism. SIGNATURE: <u><i>James Benjamin</i></u> DATE: <u>1.29.2020</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great Job! Copy to Personnel file!</i> SIGNATURE: <u><i>James P. Allen</i></u> DATE: <u>1/30/20</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great job Tom!</i> SIGNATURE: <u><i>C. J. [Signature]</i></u> DATE: <u>1-31-20</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Tom!</i> SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>2-3-20</u>		

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE: 

DATE: 2/19/2020

From: Jennifer Carroll

Sent: 1

To: Ar





Subject: DV Arrest

Good morning,
Just thought I would pass along something nice..

The victim in the DV arrest from last night called and spoke with Alison, one of the Victim Advocates from the County Attorney's Office this morning. She was very upset about the incident with her boyfriend, but she wanted Alison to know how great the Officers were that responded last night. Alison said had nothing but good things to say about both of them and wanted to thank them for everything. She said it's not very often that she hears compliments about the arresting Officers from her victims the morning after an arrest, so she wanted me to pass it along and say thank you!

Jen Carroll | Legal Assistant

Rochester Legal Department - Prosecution Division
23 Wakefield Street, Rochester, NH 03867

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Bibeau, Khristine		DATE: 2.12.2020 TIME: 2330
2. <u>TYPE OF ENTRY</u> ___ RECOMMENDATION ___ COUNSELING ___ TRAINING INTERVIEW ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP ___ <u>X</u> OTHER		
3. <u>NARRATIVE</u> : Communications Specialist Bibeau is recognized for her patience and kindness when dealing with a particular citizen.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Thank you for your professionalism, Khristine. SIGNATURE: <u></u> DATE: <u>2.12.2020</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Khristine. Thank you for your professionalism! Forward to eval file.</i> SIGNATURE: <u></u> DATE: <u>2.14.2020</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Khristine, thank you for your compassion</i> SIGNATURE: <u></u> DATE: <u>2-14-20</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Khristine!</i> SIGNATURE: <u></u> DATE: <u>2-14-20</u>		

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE: *Christine B. Lewis* DATE: *2-21-2020*



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

I am writing this memorandum in response to a conversation I had with a citizen in the lobby of the police station yesterday, 2.11.2020. This citizen has had extensive police contacts in this jurisdiction and in others, and although they described negative experiences with many officers, they spoke very highly of Sergeant Jacob Benjamin, Officer Spencer Williams-Hurley, Officer William Robinson, Officer Hattie Johnson, Officer Jeremy Riddle, and Officer Jonathan Marshall.

This individual speaks in a flurry of mostly unrelated ideas and struggles to listen to officer responses. Having such conversations can be particularly challenging and can easily erode the patience of any police officer. This citizen explained that they had suffered a head injury which resulted in their challenging behavior, which in their words, was as though they are under the influence of methamphetamine. This citizen was not able to articulate specific positive actions by these officers, yet I could tell from my conversation with this person that they undoubtedly displayed extreme patience and kindness in their interactions.





While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Kristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

Andrew Swanberry

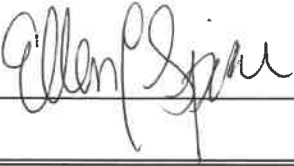
Lieutenant

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Spicer, Ellen		DATE: 2.12.2020 TIME: 2330
2. <u>TYPE OF ENTRY</u> ___ RECOMMENDATION ___ COUNSELING ___ TRAINING INTERVIEW ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP ___ <u>X</u> OTHER		
3. <u>NARRATIVE</u> : Communications Specialist Spicer is recognized for her patience and kindness when dealing with a particular citizen.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Thank you for your professionalism, Ellen. SIGNATURE: <u></u> DATE: 2.12.2020		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Ellen. Thank you for your professionalism! Forward to eval file.</i> SIGNATURE: <u></u> DATE: 2.14.2020		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Ellen, thank you for your compassion</i> SIGNATURE: <u></u> DATE: 2-14-20		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Ellen!</i> SIGNATURE: <u></u> DATE: 2-14-20		

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE: _____



DATE: _____

2/21/20



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

I am writing this memorandum in response to a conversation I had with a citizen in the lobby of the police station yesterday, 2.11.2020. This citizen has had extensive police contacts in this jurisdiction and in others, and although they described negative experiences with many officers, they spoke very highly of Sergeant Jacob Benjamin, Officer Spencer Williams-Hurley, Officer William Robinson, Officer Hattie Johnson, Officer Jeremy Riddle, and Officer Jonathan Marshall.

This individual speaks in a flurry of mostly unrelated ideas and struggles to listen to officer responses. Having such conversations can be particularly challenging and can easily erode the patience of any police officer. This citizen explained that they had suffered a head injury which resulted in their challenging behavior, which in their words, was as though they are under the influence of methamphetamine. This citizen was not able to articulate specific positive actions by these officers, yet I could tell from my conversation with this person that they undoubtedly displayed extreme patience and kindness in their interactions.





While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Kristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

Andrew Swanberry

Lieutenant

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Johnson, Hattie		DATE: 2.12.2020 TIME: 2330
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Johnson is recognized for her patience and kindness when dealing with a particular citizen.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Thank you for your professionalism, Hattie. SIGNATURE: <u></u> DATE: 2.12.2020		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Hattie. Thank you for your professionalism! Forward to eval file</i> SIGNATURE: <u></u> DATE: 2-14-2020		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Hattie, thank you for your compassion</i> SIGNATURE: <u></u> DATE: 2-14-20		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Hattie!</i> SIGNATURE: <u></u> DATE: 2-14-20		

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE:

A handwritten signature in black ink, appearing to read "David Schae". The signature is written in a cursive style with a large initial 'D'.

DATE:

2/22/2020



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

I am writing this memorandum in response to a conversation I had with a citizen in the lobby of the police station yesterday, 2.11.2020. This citizen has had extensive police contacts in this jurisdiction and in others, and although they described negative experiences with many officers, they spoke very highly of Sergeant Jacob Benjamin, Officer Spencer Williams-Hurley, Officer William Robinson, Officer Hattie Johnson, Officer Jeremy Riddle, and Officer Jonathan Marshall.

This individual speaks in a flurry of mostly unrelated ideas and struggles to listen to officer responses. Having such conversations can be particularly challenging and can easily erode the patience of any police officer. This citizen explained that they had suffered a head injury which resulted in their challenging behavior, which in their words, was as though they are under the influence of methamphetamine. This citizen was not able to articulate specific positive actions by these officers, yet I could tell from my conversation with this person that they undoubtedly displayed extreme patience and kindness in their interactions.

While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Khristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

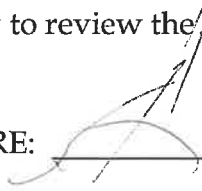
Andrew Swanberry

Lieutenant

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE:



DATE: 2/21/24



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

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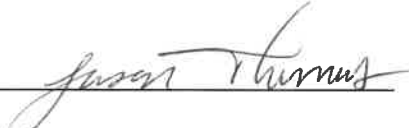


While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Kristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

Andrew Swanberry

Lieutenant

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Benjamin, Jacob		DATE: 2.12.2020 TIME: 2330
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Sergeant Benjamin is recognized for his patience and kindness when dealing with a particular citizen.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Thank you for your professionalism, Jake. SIGNATURE: <u></u> DATE: 2.12.2020		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Nice work Jake - Thank you for your professionalism! Forward to eval file.</i> SIGNATURE: <u></u> DATE: 2-14-2020		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great job Jake, thanks you for your compassion</i> SIGNATURE: <u></u> DATE: 2-14-20		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Jake!</i> SIGNATURE: <u></u> DATE: 2-14-20		

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE:

A handwritten signature in black ink, appearing to read "James B. [unclear]", written over a horizontal line.

DATE: 2-19-20



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

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This individual speaks in a flurry of mostly unrelated ideas and struggles to listen to officer responses. Having such conversations can be particularly challenging and can easily erode the patience of any police officer. This citizen explained that they had suffered a head injury which resulted in their challenging behavior, which in their words, was as though they are under the influence of methamphetamine. This citizen was not able to articulate specific positive actions by these officers, yet I could tell from my conversation with this person that they undoubtedly displayed extreme patience and kindness in their interactions.

While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Khristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

Andrew Swanberry

Lieutenant

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE:

A handwritten signature in black ink, appearing to be "J. M. ...", written over a horizontal line.

DATE:

02/19/20



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

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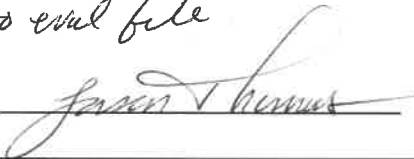


While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Khristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

Andrew Swanberry

Lieutenant

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Robinson, William	DATE: 2.12.2020 TIME: 2330	
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE:</u> Officer Robinson is recognized for his patience and kindness when dealing with a particular citizen.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Prepared and submitted. Thank you for your professionalism, Will. SIGNATURE:  DATE:		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Great job Will. Thank yw for all you do!</i> <i>Forward to eval file</i> SIGNATURE:  DATE: 2-14-2020		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Great work Will, thank you for your compassion</i> SIGNATURE:  DATE: 2-14-20		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Will!</i> SIGNATURE:  DATE: 2-14-20		

8. ACKNOWLEDGMENT OF EMPLOYEE:

I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.

EMPLOYEE SIGNATURE:

A handwritten signature in black ink, appearing to be "A. H. [unclear]", written over a horizontal line.

DATE: 02/19/2020



City of Rochester, New Hampshire
23 Wakefield Street . Rochester, NH 03867
603-330-7128
www.rochesterpd.org



INTEROFFICE MEMORANDUM

TO: CAPTAIN THOMAS
FROM: Lieutenant Swanberry
DATE: 2.12.2020
SUBJECT: Employee Recognition
CC: Captain Pinkham, Lieutenant Bossi, Lieutenant Aucoin, Sergeant Cost, Communications Supervisor Devine

Captain Thomas,

I am writing this memorandum in response to a conversation I had with a citizen in the lobby of the police station yesterday, 2.11.2020. This citizen has had extensive police contacts in this jurisdiction and in others, and although they described negative experiences with many officers, they spoke very highly of Sergeant Jacob Benjamin, Officer Spencer Williams-Hurley, Officer William Robinson, Officer Hattie Johnson, Officer Jeremy Riddle, and Officer Jonathan Marshall.

This individual speaks in a flurry of mostly unrelated ideas and struggles to listen to officer responses. Having such conversations can be particularly challenging and can easily erode the patience of any police officer. This citizen explained that they had suffered a head injury which resulted in their challenging behavior, which in their words, was as though they are under the influence of methamphetamine. This citizen was not able to articulate specific positive actions by these officers, yet I could tell from my conversation with this person that they undoubtedly displayed extreme patience and kindness in their interactions.

While speaking with this person, they repeatedly picked up the phone that rings into Dispatch and spoke with Communications Specialists Ellen Spicer and Khristine Bibeau. After each brief conversation with the communications specialists, the citizen would comment on how kind they were, and asked that I do "something special for them."

I am requesting that all of the above employees be recognized in their evaluation files for the patience and professionalism that they have displayed in the course of their duties.

Respectfully,

Andrew Swanberry

Lieutenant

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Carl Root		DATE: 2/7/2020 TIME: 0000
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Root received a "Thank You" card from an elderly resident that he assisted with the Fraudulent use of her credit card. Officer Root was thanked for assisting her in getting the bank to reverse the fraudulent charges. (see attached card)		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Submitted by Supervisor for review. SIGNATURE: <u>Lt. Jeremy F. Aucoin</u> DATE: <u>February 7, 2020</u> <i>Jeremy F. Aucoin</i>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Carl!! Thank you for all you do. Forward to eval file.</i> SIGNATURE: <u><i>Jan Thomas</i></u> DATE: <u>2.7.2020</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Carl!</i> SIGNATURE: <u><i>CJD</i></u> DATE: <u>2-10-20</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Carl! Copy to Police Commissioner.</i> SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>2-11-20</u>		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> : I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation. EMPLOYEE SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>2/21/20</u>		

Social Security
Comes in on
Monday.
Thanks again,
a pleasure
to meet you.
Stay safe.
Sincerely

31 Jan 2020
Dear Officer Root
Thank you
for your
assistants with
my Benberg
problem. Today
I canceled the
Debit card used
to drain my
account when my



OFFICER ROOT
C/O ROCHESTER POLICE
DEPT
31 MAIN ST
ROCHESTER NH
03867

2019 YEAR END REPORTS

- AFFIRMATIVE ACTION PLAN
- CONFIDENTIAL INFORMANTS
- CRISIS INTERVENTION TEAM
- CRUISER ACCIDENTS
- INTERNAL AFFAIRS INVESTIGATIONS
- INVESTIGATIONS BUREAU
- JUVENILE DIVERSION
- K-9
- MOTOR VEHICLE PURSUITS
- RACIAL BASED PROFILING
- RECORDS AUDIT
- STRAFFORD COUNTY REGIONAL
TACTICAL OPERATIONS UNIT
- USE OF FORCE

PWP

To: Chief Paul Toussaint

From : Deputy Gary Boudreau

Subject: Annual Assessment/ Affirmative Action Plan

Date: January 17, 2020

Pursuant to the requirements of SOP 31.2.2, an assessment has been completed of the hiring procedures relating to the Affirmative Action Plan of the Rochester Police Department.

Assessment of the Affirmative Action Plan is done in two ways:

1. Comparison of the demographic makeup of the department compared to the demographic makeup of the city.
2. Comparison of males to females in the department positions.

The information below is pulled from the United States Census Bureau and uses 2017 estimates. The Bureau lists the demographic makeup of the City of Rochester as follows:

Population	
Total Population	30,661
Population by Sex/Age	
Male	15,226
Female	15,435
Under 18	6,363
18 & Over	24,298
20-24	1,872
25-34	4,062
35-44	4,052
45-54	4,248
55-59	2,092
60-64	1,938
65-74	3,180
75-84	1,688
85 & older	621

Race	Population	%
White	29,084	94.9
African American	175	.6
Asian	444	1.4
American Indian and Alaska Native	19	.1

Job Category	Total Emp.	# Females	% Female	Goal	Year
Supervisory Staff	16	1	6%	19%(3)	2023
Patrol Officers	48	5	10%	20% (9)	2023
Civilian Dispatchers	12	11	92%	N/A	N/A
Office/Clerical	3	3	100%	N/A	N/A

*Note: Indicates open positions

A review of the action plan outlined in the 2018 report indicated we have followed our objectives in order to try and meeting our goals, I see no reasons to revise the plan. Strong police candidates to include female candidates have been difficult to come by both regionally and nationally. Minority candidates regionally in New Hampshire have also been very difficult to attract, many of the agencies are also competing for the same candidates. We will continue to target and attempt to hire qualified female and minority candidates who apply for open positions.

ACTION PLAN

1. Active recruitment by the Department outside of the realms of the applicants gleaned from the Great Bay Community College.
2. Advertise openings outside of the local media and expanding in more regional areas through the use of social media and police internet sites and organizations.
3. Ensuring use of women and other minorities for oral board examinations whenever proper and possible.
4. Utilize women in the recruitment process itself at job fairs and other public safety events.
5. Increase female and other minority internships through recruitment with area colleges.
6. Utilize our High School Resource Officer to actively recruit females and minorities in the school for our Explorer Program.
7. Active recruitment of female and minorities at regionalized written exams held at Great Bay Community College and NH Technical Institute by having out Training coordinator assist with the proctoring of exams.

Respectfully,



Gary Boudreau

Deputy Chief of Police



ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

POLICE COMMISSION

PAUL R. TOUSSAINT
Chief of Police

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Commissioner

"Dedication, Pride, Integrity"



January 31, 2020

To: Chief Paul R. Toussaint
From: Captain Todd Pinkham
Re: 2019 CI File Audit

Chief,

In review of policy 42.2.7, Confidential Informants and Intelligence Gathering, this memo serves as the 2019 year-end report regarding the intelligence files maintained by the Rochester Police Department.

Section 4, subsection F, outlines a reporting procedure for **Authorized Access Only** files maintained by the Support Services Division Commander. As of this writing there are no **Authorized Access Only** files being maintained by my office.

Section 5, subsection C, outlines a procedure maintained by the Support Services Commander for those individuals suspected in being involved with OC (organized crime). As of this writing there are no files being maintained by my office for those individuals suspected of being involved in OC.

Section 5, subsection F, states that intelligence files will be audited every five years, or as required. There are no files being maintained in this capacity. The next audit (5th year) is scheduled for 2022, but as already noted, we have no files maintained in this capacity.

Section 5, subsection G, outlines procedures for purging information from our intelligence files. There was no information purged from our intelligence files in 2019.

Section 9, subsection B, outlines the procedure utilized by the Rochester Police Department in the use of confidential informants (CI) files. In 2019, there were no new cooperating individual signed into the program.

Section 9, subsection C, requires that the Support Services Commander maintain a master file containing the names and assigned numbers for each individual. A CI log is on file with the CI files dating back to 2008. All CI files are maintained in my office with the accompanying log. Each file listed on the log from 2008 is accounted for in the master file.

Section 9, subsection D1, states that the Support Division Commander shall maintain inactive CI files for a period of 6 years. We currently have CI files dating back to 2008. For the years dated 2008 – present, all files are accounted for, and secured within my office.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Todd Pinkham", with a long horizontal flourish extending to the right.

Captain Todd Pinkham
Support Services Division

just
1-27-20



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Crisis Intervention Team Year End Report

The Crisis Intervention team responded to a **total of 405** calls involving mental illness for the calendar year of January 1, 2019 through Dec. 31, 2019. **This is a decrease from 409 calls the preceding year, which is a 1% decrease in CIT calls.**

There were three completed suicides this year. This is an decrease from last year's total of nine, and an increase from zero the previous year. The means for one of the completed suicides was an intentional overdose on medications, and the remaining two were caused by self-inflicted gunshot wounds. One of the self-inflicted gunshot wound suicides was completed after that individual had exchanged gunfire with one of our officers.

Type of Call

There is some overlap in the below statistics as an individual may make multiple threats.

Suicidal subjects brought to services: **252, which a 10.5% increase from last year's figure of 228.** It is worth noting that last year's increase over the prior year was significant, resulting in the combined increase of 37% over the past two years of individuals we have brought to our local hospital.

Homicidal/Threatening others: **35, which is the same figure as last year.**

Mental Health calls without a specific threat of self-harm or harm to others comprise the remaining calls.

Method reported to be used at time of call

Increases and decreases are compared to statistic of prior year incidents.

Edged Weapons	48, decrease from 56	14% decrease
Overdose	39, decrease from 50	22% decrease
Firearms	11, increase from 9	22% increase
Jumping	3, decrease from 4	25% decrease
Hanging	8, decrease from 12	23% decrease
Drowning	1, increase from 0	<i>Cannot measure increase from zero</i>
Traffic	2, decrease from 7	71% decrease
Carbon Monoxide	0, decrease from 1	100% decrease

Other or unspecified means of causing harm comprise the remaining instances. While some of these percentage changes seem drastic, it is important to recognize the sample size becomes rather limited when focusing on these sub-groups, and small changes in actual quantities result in dramatic percentage changes.

Lethal Weapons still present upon arrival

There were 14 cases where weapons were still present upon police arrival. This is a decrease from 34 the previous year, which is a 59% decrease. This is a significant decrease yet this is a statistic that seems to fluctuate from year to year. These cases are significant because they dramatically increase the chances of a lethal force situation involving police officers.

Respectfully Submitted,



Andrew Swanberry
Lieutenant



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January 16, 2020

To: Chief Paul Toussaint
From: Capt. Jason Thomas
Re: 2019 Year End Report – Cruiser Accidents

Chief Toussaint,

In 2019, we had 6 cruiser accidents. This is the same number from 2018. Here is a breakdown from the past 7 years:

- 2019 – 6
- 2018 – 6
- 2017 – 4
- 2016 – 8
- 2015 – 13
- 2014 – 6
- 2013 – 6

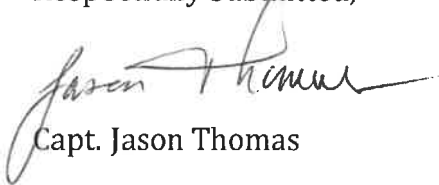
They were all different officers in each accident. Four I would classify as minor damage, and the other two I would classify as moderate damage. No department cruisers were involved in any major accidents. Here is a breakdown of the six accidents:

- Cumberland Farms parking lot – other motorist backing up to a gas pump backed into the cruiser (minor damage)
 - Investigated by Somersworth PD
 - No violation of department policy
- Officer in Field Training backed into a mailbox (minor damage)
 - We investigated
 - Counseling issued
- Officer checked on detail officer - when taking off he struck a tree stump (moderate damage)
 - We investigated
 - Counseling issued
- Officer rear-ended a car which struck the car in front of him who were stopping for a pedestrian in the crosswalk (moderate damage)
 - Barrington PD investigated
 - Officer Sustained x 2 for Operation of Police Vehicle

- Officer driving at slow speed had a goat run out in front of him (minor damage)
 - Somersworth PD investigated
 - No violation of department policy
- Officer was stopped behind another vehicle at red light. Officer thought the vehicle turned right on red and moved forward as he was looking to the left and struck the vehicle that didn't turn (minor damage)
 - NHSP investigated
 - Officer Sustained for Operation of Police Vehicle

None of these accidents were during emergency driving—they were all during normal driving conditions. For the past 7 years we've had a total of 49 cruiser accidents which is an average of 7 per year. We were just under that for 2019. I do not see anything concerning that would prompt me to change any standard practice especially since our cruisers are driven 24/7 365.

Respectfully Submitted,



Capt. Jason Thomas



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January 14, 2020

To: Chief Paul Toussaint
From: Capt. Jason Thomas
Re: 2019 Year End Report – Internal Affairs Investigations (IA)

Chief Toussaint,

In 2019, we had 12 Internal Investigations—technically investigated 11, because one is on hold pending the conclusion of the Court case which is still pending. This is the lowest number of internal investigations in 20 years. This is contributed to fewer citizen’s complaints, less serious policy violations, and first-line supervisors having the ability to conduct corrective behaviors such as Counseling’s / Remedial Training’s without going directly to an internal investigation. Here is a breakdown of total IAs for the past ten (10) years:

- 2019 – 12
- 2018 – 31
- 2017 – 28
- 2016 – 28
- 2015 – 64
- 2014 – 38
- 2013 – 48
- 2012 – 44
- 2011 – 66
- 2010 – 45

For 2019, of the 12 Internal Investigations, here is the breakdown of how they were initiated:

- 6 – were department initiated
 - one of these IAs involved two officers
 - one of these IAs was on a civilian dispatcher
- 6 – were citizen initiated (one pending due to on-going Court case)
 - one of these IAs involved two officers
 - one of these IAs was on a civilian dispatcher

The overall breakdown of the Findings of these IAs are as follows (please note, one IA can have several “charges” as in multiple policy violations per complaint—which is why the tally will be high):

Sustained – 18

Unfounded – 6

Not Sustained – 3

Exonerated – 10

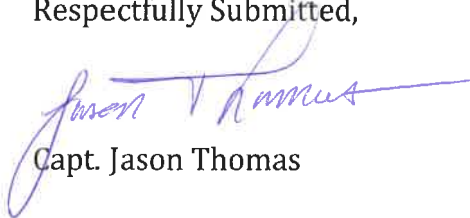
Still Under Investigation – 1

Two of these twelve IAs for 2019 I would consider serious. Both of them were department initiated.

- The first, investigation of one officer, had 8 sustained findings (five category 3’s, and three category 2’s) which resulted in the officer resigning
- The second, also investigation of one officer, was an Officer Involved Shooting (OIS) in which the officer was Exonerated in the Use of Deadly Force, and Operation of Police Vehicle

I feel all supervisors have done a great job holding personnel accountable, and dealing with progressive discipline appropriately. It is safe to say officers and civilian staff have done much better in following policies which is a direct correlation to fewer citizen’s complaints and much less IAs in general.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Jason Thomas". The signature is written in a cursive style with a long horizontal line extending to the right.

Capt. Jason Thomas



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PAUL R. TOUSSAINT
Chief of Police

January 31, 2020

To: Chief Paul R. Toussaint
From: Captain Todd Pinkham
Re: 2019 Year End ISB Report

Chief,

The following is the data for ISB for 2019;

Number of new cases assigned in the division:

- o 421 new cases
- o 728 cases carried
- o 60.6 cases average per month being investigated
- o We presented 247 felony cases to Grand Jury.

Other Activity:

- o We had 38 callouts over the past 12 months, 22 of these callouts were for deaths both drug related and other untimely causes, all of the others were criminal cases.
- o We conducted 27 polygraphs and 28 backgrounds this year.

Evidence:

- o we took in 4133 pieces of evidence this year
- o were able to purge 2664 either through returning the items or destroying them.
- o We also went approximately 5 months without an evidence technician and covered that time utilizing one of our detectives.

Breakdown of personnel, 8 detectives total:

- 2 crimes against people officers
- 2 property crimes officers
- 1 street crimes officer
- 2 general investigation officers
- 1 Domestic Violence officer

Experience:

- 1 detectives have 22 years
- 1 detective has 16 years
- 4 detectives have between 10-18 years
- 2 detective have 5-7 years

Respectfully submitted,



Captain Todd Pinkham
Support Services Division



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Chief of Police

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January 31, 2020

To: Chief Paul R. Toussaint
From: Captain Todd Pinkham
Re: 2019 Year End Juvenile Diversion Report

Chief,

Below is the year end data for juvenile diversion.

2019 Yearly Updates:

Diversion Program:

- ❑ Rochester Police Department's Juvenile Court Diversion Program has maintained all requirements as an Accredited Program good until March 2020, under the NH Administrative Office of the Courts, including a Staff member that is either a Certified Prevention Specialist or Certified Recovery Specialist Worker. Rochester's Diversion program will be receiving its Annual Recidivism Data report shortly, which is a state-wide snap shot of each program compared to state and national averages. **Report to be coming**
- ❑ The Jurors attended their annual training, this year learning about suicide prevention and trauma informed care. Many of the current cases have had increased behavioral health challenges, so training provided insight on referral resources and education on impact of trauma on the learning teen's brain.
- ❑ Teen Night continues into its 10th year- with full staffing between the Recreation and Police Departments Staff. Funding has maintained all the unique programs provided under arts and crafts and the substance-mental health counseling; as well as food for every event. We continue to see the effectiveness of police contact in a neutral environment on juvenile delinquency rates and contacts.
- ❑ Teen Travel Camp served its 5th summer with full attendance of 30 teens ages 14-16yo. Funding for scholarships and activities was provided by the Diversion's State "Substance Misuse Intervention" funds and was a huge success. Officer Bilodeau served in place of SRO Jackson this year along with Diversion Staff and Rec Dept.
- ❑ Staff continues to work with Seacoast Youth Services and our High School LADC for substance and mental health services as referral sources.

Trainings and Opportunities:

- Staff continues to maintain Licensure as a Certified Recovery Support Worker, attending conferences and trainings pertinent to field.
- Staff continues to train on the juvenile court diversion process at NH Police Standards' Prosecutor's School and with other Police Departments on the restorative justice model (Alton PD & Northwood PD).
- Staff continues serving as Chair for the State-wide NH Juvenile Court Diversion Network until May 2020. This role represents all Court Diversion programs for the State and sit as convener of Network meetings.
- Staff serves on the Governor's Commission for ATOD-Opioid Task Force and the Prevention Task Force;
- Staff continues to serve on the Rochester Police Benevolent Assoc as Board Chair.
- Staff was requested to be part of the 8 member team for Georgetown University's Transforming Probation Certificate Program that will be utilized to roll out NH State's Juvenile Justice Probation transformation.

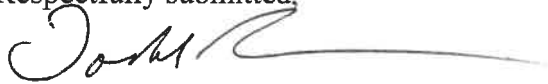
Age	Total
7-11	0
12	0
13	2
14	2
15	4
16	3
17	3
18	1
Total	15
Gender	
M	8
F	7
Race	
Caucasian	14
Bl/Afr Amer	
Mixed/Other	1
Ethnicity	
Non-Hisp	13
Hisp	2
County Of Residence	
Strafford	13
Lebanon ME	2

Offenses:	
<i>Unauthorized use/theft of</i>	1
<i>Simple Assault</i>	6
<i>Fire Prev/Disorderly Cond</i>	1
<i>Criminal mischief</i>	4
<i>possession controlled drug</i>	2
<i>False report to LE</i>	1
Completion Status:	
<i>Successful</i>	9
<i>Returned to Court</i>	2
<i>Open at Year's end</i>	4
<i>Declined/Opted out of Diversion</i>	5
Cmty Service Hrs:	70
Restitution	\$259.17

Citizenship:	
<i>US Citizens</i>	15
<i>Non-US</i>	
Referral Source:	
<i>Pre-Adj</i>	12
<i>Court referred</i>	3
<i># of extensions beyond 6 mos.</i>	1

Waiting to be paid	\$335.66
Curriculum:	
<i>shoplifting</i>	0
<i>Drug testing</i>	2
<i>Mediation</i>	0

Respectfully submitted,



Captain Todd Pinkham
Support Services Division



PAUL R. TOUSSAINT
Chief of Police

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February 12, 2020

To: Chief Paul Toussaint
From: Officer Keith MacKenzie
Re: 2019 Year End Report - K9

Chief Toussaint,

In 2019, the Rochester K9 Unit responded to a total of 58 calls for service.

41 - tracks
17 - drug searches

Both K9's recertified through the USPCA. The K9 Unit also attended several community events, and were often at Teen Night.

Respectfully Submitted,

Officer Keith MacKenzie



PAUL R. TOUSSAINT
Chief of Police

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January 9, 2020

To: Chief Paul Toussaint
From: Capt. Jason Thomas
Re: 2019 Year End Report – Motor Vehicle Pursuits

Chief Toussaint,

In 2019, we had one actual pursuit. An officer attempted to stop a vehicle for a motor vehicle violation on Portland Street. The vehicle failed to stop, and proceeded into East Rochester. The officer pursued the vehicle for some time until the sergeant terminated it.

This prompted internal investigations on the officer and sergeant:

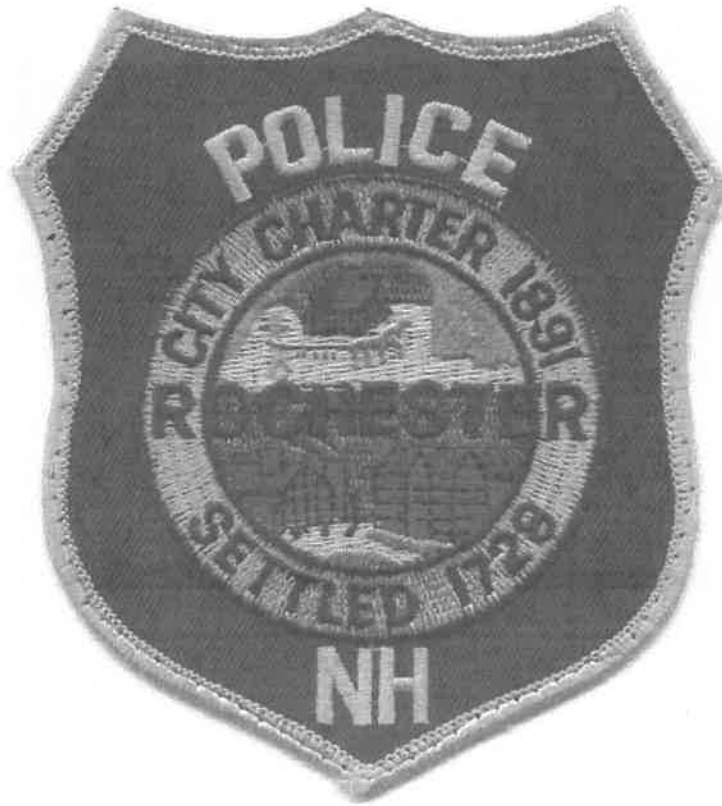
- Resulted in sustained findings for the officer in which a written reprimand was issued for violating policies on Operation of Police Vehicles and Motor Vehicle Pursuits.
- Resulted in a sustained finding for the sergeant for violating the supervisor section of the Motor Vehicle Pursuit policy.

Respectfully Submitted,

Capt. Jason Thomas

PUR

2019
ADMINISTRATIVE REVIEW
OF
RACIAL BASED PROFILING



Prepared by:

Gary Boudreau Deputy Chief of Police

Rochester Police Department

1. Discussion

a. A complete review of arrests made during 2019 was conducted with specific emphasis on potential race and gender profiling. Utilizing IMC Records Management System, statistics were generated for the following categories:

1. Gender

- Male
- Female

2. Race

- Asian/Pacific Islander
- Black
- American Indian/Alaskan Native
- Unknown
- White

b. It shall be noted for purposes of reviewing race, categories one through three were consolidated, categories five(unknown) was deducted from the total, while category six was kept separate.

2. Chart

2018 Gender and Minority Arrests								
	Male	% to Total	Female	% to Total	White	% to Total	Minority	% to Total
Total Number of Arrests 2694	1769	66%	924	34%	2524	94%	170	6%
Total number of M/V Stops 2968	1743	59%	1225	41%	2195*	74%	95*	3%

City of Rochester, New Hampshire- Population-Gender-Minority Statistics ¹				
Population of Rochester	Male	Female	White	Minority
30,661	49.7%	50.3%	94.9%	5.1%

¹ Population for 2018 is estimated by the United States Census Bureau. Gender and race percentages are based on the 2010 United States Census.

<https://data.census.gov/cedsci/table?q=&d=ACS%205-Year%20Estimates%20Data%20Profiles&table=DP05&tid=ACSDP5Y2018.DP05&g=1600000US3365140&lastDisplayedRow=30&hidePreview=true>

5. Sources

- a. IMC-Records Management Systems (See attached)
- b. <https://data.census.gov/cedsci/table?q=&d=ACS%205-Year%20Estimates%20Data%20Profiles&table=DP05&tid=ACSDP5Y2018.DP05&g=1600000US3365140&lastDisplayedRow=30&hidePreview=true>

Operator Age/Sex/Race
From: 01/01/2019 Thru: 12/31/2019

<u>Race / Sex</u>	<u>< 19</u>	<u>19-21</u>	<u>22-25</u>	<u>26-35</u>	<u>36-55</u>	<u>> 55</u>	<u>Totals</u>
White							
Male	15	99	129	320	478	253	1294
Female	8	60	83	241	340	169	901
Totals	23	159	212	561	818	422	2195
Black							
Male	1	2	7	12	17	8	47
Female	0	1	2	4	11	1	19
Totals	1	3	9	16	28	9	66
Asian							
Male	1	3	2	1	3	3	13
Female	0	0	0	2	9	3	14
Totals	1	3	2	3	12	6	27
Indian							
Male	0	1	0	1	0	0	2
Female	0	0	0	0	0	0	0
Totals	0	1	0	1	0	0	2
Unknown							
Male	12	40	44	91	110	90	387
Female	13	32	30	73	83	60	291
Totals	25	72	74	164	193	150	678
All Races							
Male	29	145	182	425	608	354	1743
Female	21	93	115	320	443	233	1225
Totals	<u>50</u>	<u>238</u>	<u>297</u>	<u>745</u>	<u>1051</u>	<u>587</u>	<u>2968</u>



ROCHESTER POLICE DEPARTMENT

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PAUL R. TOUSSAINT
Chief of Police

January 31, 2020

To: Chief Paul R. Toussaint
From: Captain Todd Pinkham
Re: 2019 Records Audit

Chief,

I tasked Elizabeth Green with locating five items from reports. The plan was to make sure the current process for retaining records was 100% accurate and in working order. The following cases were researched and the proper documents were located. This audit was completed and passed with 100% success.

1. Locate 7th Pistol Permit issued in 2019.
2. Locate housing check for 19-4139-OF.
3. Locate pistol permit for A.D. 12/19/94.
4. Who was a pistol permit issued to on 3/6/2019.
5. Locate C.C. bicycle registration.

Respectfully submitted,

Captain Todd Pinkham
Support Services Division

PKR

Strafford County Regional Tactical Operations Unit

Annual Report 2019



Prepared by: Commander Oake Carlson

Call Out Summary

3/31/19 (University of New Hampshire): SCRTOU responded to the West Edge parking lot on campus in response to an armed, despondent male inside of a vehicle. SCRTOU was requested after numerous failed attempts by UNH PD patrol personnel were made to communicate with the male in the vehicle. A SCRTOU negotiator was eventually able to make contact with the male in the vehicle via phone, and after lengthy conversation the male surrendered without incident. Once he was taken into custody it was discovered he had a self-inflicted gunshot wound to his arm.

4/8/19 (Rochester): NHSP SWAT requested the assistance of SCRTOU in the apprehension of a wanted individual. A small contingent of operators were deployed with NHSP SWAT personnel for the execution of a high-risk motor vehicle takedown. The suspect was taken into custody without incident.

4/26/19 (Laconia): Belknap Special Operations Group (BSOG) requested SCRTOU's assistance with the apprehension of a wanted homicide suspect. The suspect reportedly broke into and was last seen in a third party residence. While responding, BSOG entered the home and cleared it without locating the suspect. Shortly thereafter, before SCRTOU personnel arrived at the command post to develop a contingency plan, the suspect was taken into custody by NHSP SWAT members without incident.

5/9/19 (Laconia): BSOG requested the assistance of SCRTOU reference a warrant service for an armed individual in Laconia. The male had reportedly fired a gun out of a window in his home into the surrounding apartment complex, and Laconia PD had an active warrant for Criminal Threatening. SCRTOU's Bearcat was deployed on the front side of the residence and was later requested to breach the front door using the Bearcat's ram. This was achieved without issue, allowing BSOG to deploy a robot into the residence where the suspect was located on the third floor. He ultimately surrendered without incident shortly thereafter.

7/4/19 (Somersworth): SCRTOU responded to Somersworth in reference to an armed barricaded suspect. The suspect made statements about his desire to blow up the apartment using oxygen tanks and had grabbed a knife before barricading himself in his bedroom. Also inside of the home was the suspect's mother and a Somersworth patrol officer. As SCRTOU personnel were arriving on scene, the suspect surrendered and was taken into custody by patrol officers on scene.

7/17/19 (Portsmouth): Seacoast Emergency Response Team (SERT) requested SCRTOU's Bearcat at the scene of an armed, barricaded suspect. SERT attempted to serve a warrant on the male and he refused to come out. Two operators and a medic responded to the scene in the Bearcat, and shortly after deploying on scene the suspect surrendered without incident.

7/18/19 (Exeter): SERT requested SCRTOU's Bearcat to assist in the apprehension of a male wanted out of MA for Assault to Murder and Assault and Battery and with a Dangerous Weapon. The male was confirmed to be at an associate's residence in Exeter. A plan was devised using three pieces of armor to surround the target residence. Upon deploying, loud hails began and phone contact was made with the suspect. He surrendered shortly thereafter without incident.

8/3/19 (Rochester): SCRTOU responded to the SAKS Mobile Home Park following an officer involved shooting. The suspect had fled from a car stop in the mobile home park and fired at a patrol officer as he fled into the woods. The suspect was last seen in the area of the Salmon Falls River. SCRTOU deployed along a riverbank along with members of SERT, BSO, Maine State Police and the NHSP aerial unit. After some time the suspect was located on the opposing river bank by the NHSP aerial unit. Members of SCRTOU moved to the suspect's location and took him into custody without incident. It was discovered the suspect had sustained a self-inflicted gunshot wound to his head.

8/16/19 (Rochester): SCRTOU responded to Rochester for a warrant service on a male reported to be armed, using drugs, and refusing to go back to jail. With the assistance of SERT's Bearcat, team members surrounded the residence while evacuating nearby homes. Crisis negotiators were able to contact the suspect on the phone and after some time convinced him to surrender peacefully.

9/27/19 (Somersworth): SCRTOU's assistance was requested by the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) SRT unit for the service of a federal search warrant at a home in Somersworth. SCRTOU operators were tasked with providing a perimeter around the residence for members of ATF SRT as they made entry and detained individuals inside. In addition, ATF SRT requested SCRTOU operators execute a secondary breach on another side of the residence. Upon execution, the door was breached successfully and ATF SRT detained all individuals inside without incident.

10/6/19 (Rochester): Rochester PD requested the team's assistance following a welfare check on a male living in an apartment complex. The male had reportedly racked a firearm in the apartment while in the presence of patrol officers and indicated he would refuse to cooperate with their commands. Team members deployed within the complex and around the suspect's apartment. The building was evacuated by operators without issue as negotiators maintained conversation with the suspect. After some time, the suspect agreed to surrender voluntarily and was taken into custody by SCRTOU operators without incident.

11/2/19 (Rochester): SCRTOU was activated in response to a wanted, barricaded male in his home. The male was reportedly high on drugs and had made suicidal threats with a firearm. SCRTOU's Bearcat was deployed in front of the residence upon arrival, and shortly thereafter the suspect exited the residence and surrendered to operators peacefully.

Consultation

The SCRTOU Commander consulted with Police Department supervisors of the following departments: Strafford Police Department, Barrington Police Department, Rollinsford Police Department, Somersworth Police Department, Durham Police Department, and the NH Attorney General's Drug Task Force regarding the deployment of the team for incidents/warrants in the named jurisdictions. Ultimately, the team wasn't deployed and the jurisdictions handled the incidents/warrants without the assistance of the team at that time.

Personnel Changes

The following personnel resigned:

Alex Mcmillan

The following personnel have been re-assigned within the team:

Sgt. Will Hancock (Breaching Unit)
Ofc Max Castricone (Breaching Unit)
Sgt Bryon Gore (Breaching Unit)
Sgt John Hanson (Rifle team)

The following personnel have joined the team:

Tactical Team

Ofc Kyle Danie (Rochester Police Department)
Ofc Alex Turgeon (Rochester Police Department)
Ofc Bryon Lynch (Dover Police Department)
Ofc Cazeau Carrington (Durham Police Department)

Team Facilitated training

SCRTOU instructors conducted Active Shooter training for the Strafford County Sheriff's Office, Lee, Barrington, Madbury, Farmington, Rochester, New Durham and Strafford Police Departments.

SCRTOU instructors hosted and conducted breaching training for NHTOA. The training was attended by NHTOA SWAT officers, US Marshalls, DEA agents and NMLEC officers.

SCRTOU instructors assisted with both the basic and advanced NHTOA SWAT academy.

Advanced training attended by team members

SCRTOU Team Commander completed FBI LEEDA Command Leadership training

SCRTOU Team Commander and Assistant Team Leader attended response to suicidal subjects training.

SCRTOU Team members attended the NYTOA conference in Verona New York.

SCRTOU Team members attended SWAT I and II hosted and funded by NHTOA

SCRTOU Negotiators attended a NECNA (negotiator conference).

Administrative Changes

Breaching Unit: Now that the team has developed a designated Breaching Unit, team administrators and Breaching Unit personnel discovered the need to increase its members in order to meet operational needs. As such, Ofc Castricone (Durham PD), Sgt Hancock (Rollinsford PD), and Sgt Gore (Farmington PD) have been selected and assigned to the unit. These operators have begun training with certified Master Breachers Ofc. Plummer (Dover PD) and Det. Harnish (Dover PD) in all methods of breaching, to include explosive breaching. These three operators are scheduled to attend the Forced Entry Tactical Training's (FETT) Basic/Intermediate Explosive Breacher Course scheduled for summer 2020 in order to obtain their explosive breaching certifications. The course is being hosted by SCRTOU in Dover.

Equipment

See transactions by account.

Equipment was purchased to upgrade or add to the team's inventory or to replace items used during training or operations.

SCRTOU purchased an equipment truck through Rochester Ford. The truck was needed to store breaching/team equipment that had previously been stored within the Bearcat and Command van. The truck was outfitted with emergency equipment donated by participating departments and installed by team members.

10 night vision monoculars, mounts and shrouds were purchased to increase SCRTOU's ability to operate in low light conditions. The purchase was made with grant funds.

A 40mm launcher has been ordered but not received. The 40mm will replace a worn 37mm launcher. Purchased 37mm munitions will be able to be fired out of the new 40mm launcher. The team will continue to stock 37mm until all team munition launchers are 40mm.

Anticipated 2020 Equipment Purchases

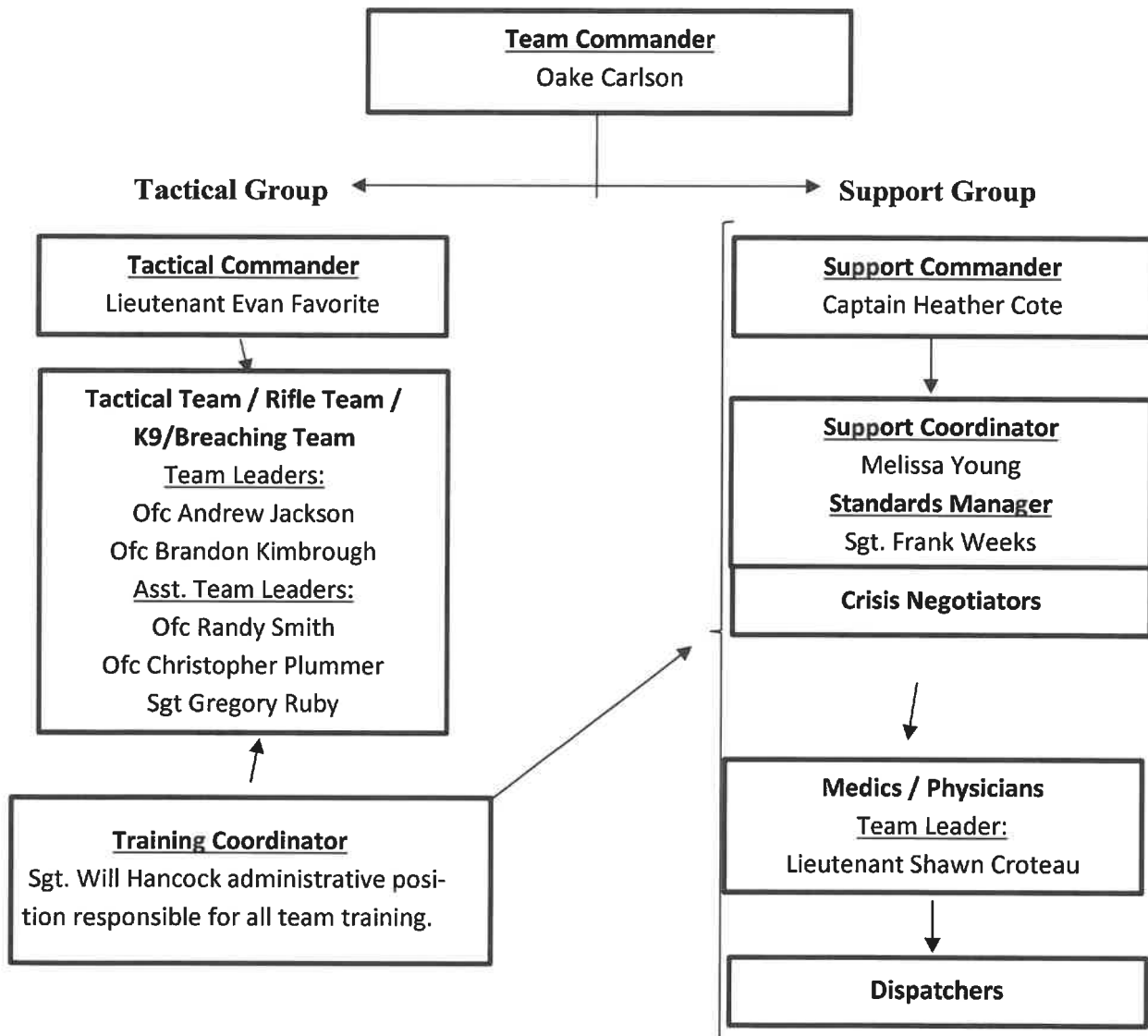
Command will continue to upgrade and add to the team's inventory and replace items used in operations and training.

Command anticipates making the following purchases above that of the above:

Interior drone - to be used as support during interior operations. Interior drones can be deployed ahead of the team in effort to scout unknown/unchecked areas to further limit team members' exposure.

Headsets - to replace current TCI headsets that are starting to fail.

ORGANIZATIONAL CHART – 2019 to 2020



Current Staffing

The following chart breaks down our current personnel by department, total personnel per department, and how many personnel are assigned to a particular subunit. Any personnel assigned to a secondary duty are noted in italics.

Agency	Total	Assignments
Dover PD	13	Team Commander, Assistant Support Coordinator, 6 Tactical, 2 Negotiators, 3 Dispatchers, 1 Canine <i>1 Tactical also assigned to Rifle Team</i> <i>1 Tactical is an Asst. TL</i>
Rochester PD	9	7 Tactical, 2 Dispatchers <i>2 Tactical are Team Leaders</i> <i>1 Tactical is an Asst. TL</i>
Dover FD	5	5 Medics
UNH PD	3	Standards Manager, 1 Tactical, 1 Dispatcher
SC Sheriff	2	Support Commander, 1 Negotiator
Durham PD	3	3 Tactical, 1 Negotiator, <i>1 tactical Asst TL</i>
Somersworth	2	1 Tactical 1 Negotiator
Milton PD	1	Tactical Commander
Farmington PD	3	2 Tactical, 1 negotiator
Rollinsford PD	1	1 Tactical
WD Hospital	1	1 Physician
Frisbee Hospital	1	1 Physician
Total	44	SCRTOU

2020 goals

Integrate a mental health provider into the team to assist with officer wellness and help negotiators and command understand and respond to a suspect/subject in crisis.

Team members will also participate in a mental health training.

Continue to seek advanced training for all team members.

Continue to use team members to train law officers in this and any county in active attack /shooter.

Continue to seek new equipment to help team members in doing their jobs safer and more efficient.

Continue to Policy and standards review by an outside entity such as NTOA or Dangle Law.



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January 21, 2020

To: Chief Paul Toussaint
From: Capt. Jason Thomas
Re: 2019 Year End Report – Use of Force Report (UOF)

Chief Toussaint,

I first want to breakdown the amount of calls our agency handles to put into perspective the amount of use of forces we generate.

Calls for service (CFS) continually increase each year as it did in 2019. Here is a breakdown of CFS— which are priority 1, 2, and 3 calls for service (not counting proactive time):

2019: 22,956
2018: 22,659
2017: 21,933
2016: 20,233

Arrests also increased. Here is a breakdown:

2019: 2,702
2018: 2,618
2017: 2,309
2016: 2,433

Offense Reports have continued to decline, but that is part of a concentrated effort Patrol has put forward to reduce the number of offense reports that can be properly documented in the dispatch call log. In 2019, dispatch generated 51,701 call logs—this encompasses everything from CFS, to proactive time, to logging a meal break. It's in these dispatch call logs that we are doing a better job documenting the outcome of a call that doesn't necessarily require a separate offense report. Here is the breakdown for offense reports:

2019: 4,743
2018: 5,431
2017: 6,870
2016: 6,243

In addition to the numbers I've already mentioned—we also conducted 5,237 traffic stops, and conducted 99 Field Interviews (FI) where a FI number was pulled to document the interaction. These numbers tallied show the large number of citizens we come into contact with throughout the year.

Here is the breakdown for **Use of Force (UOF)**:

2019: 81
2018: 108
2017: 140
2016: 116

Of the 81 UOF incidents, 70 were during arrests which is 86%. In looking at 2018 numbers—it was exactly the same percentage (86%) of UOF was used during arrests. The remaining 11 in 2019 were from offense reports for: firearm/taser pointed at subjects during investigations, dealing with an autistic child, subjects being detained for investigations, and other juvenile matters. The 11 non-arrests in 2019 equates to 13%. In 2018, that percentage was 14%.

Taser:

Taser displays and deployment totaled 20 for 2019 or 24% of all UOF. Compare to 25 total in 2018 or 30% of all UOF.

2019 breakdown: 13 displays, 7 deployments
2018 breakdown: 14 displays, 11 deployments

Injuries:

2019: 18 (22% of total UOF)
2018: 23 (21% of total UOF)
2017: 34 (24 % of total UOF)
2016: 26 (22% of total UOF)

17 of those 18 injuries in 2019 were all minor such as abrasions and lacerations. One UOF where an officer was being shot at returned fire, but did not strike the subject. The subject did succumb to a self-inflicted gunshot wound.

Shifts:

Similar to prior years, the evening shift has the most UOF incidents with 45 (55%), day shift had 23 (28%), and midnight shift had 13 (16%).

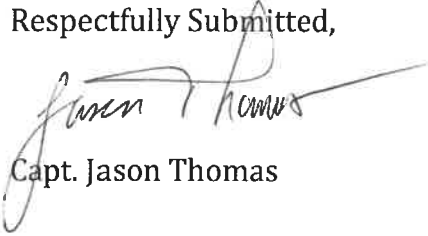
Officers:

38 different officers were involved in the 81 UOF incident—compared to 46 different officers in 2018. Two officers had the highest amount each at 12 UOF incidents each, this involved being the primary and secondary. Compared to one officer in 2018 having 16 incidents. In review of these UOF reports there was nothing concerning with each officer this year having 12 UOF incidents. Both were on the evening shift and are very active officers.

Findings:

There was a 25% decrease in UOF incidents from 2018. The trend over the past couple of years shows a decrease in UOF incidents. These numbers are not concerning, and I did not see any issues with each UOF as none of the incidents were deemed unnecessary or excessive.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jason Thomas". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Capt. Jason Thomas