

**ROCHESTER POLICE COMMISSION**  
**MEETING AGENDA – AUGUST 4, 2021 7:00 P.M.**  
**IN PERSON MEETING**

**1. CALL TO ORDER**

- A. Opening Prayer
- B. Roll Call by the Clerk
- C. Acknowledgement of Commissioner Peters resignation

**2. PUBLIC COMMENT**

**3. ACCEPTANCE OF MINUTES:**

- A. June 2, 2021

**4. OLD AND UNFINISHED BUSINESS:**

Any Unfinished Business to come before the Commission

**5. NEW BUSINESS:**

- A. Oaths of Office
  - 1. Officer Sarah Lazzar
  - 2. Officer Daniel Louis
  - 3. Officer Robert Burrell
  - 4. Officer Adam Granatowski
  - 5. Officer Tomas Velasquez
  - 6. Officer Jeffrey Slankard
- B. Accept Resignations
  - 1. Officer Joseph Oswalt
  - 2. Officer Alexander Turgeon
- C. Monthly Reports
- D. Other

**6. CORRESPONDENCE:**

- A. Officer Bilodeau is complimented on his thoughtfulness and kindness while serving a summons
- B. Specialists Spicer and Kochanowicz are recognized for going above to locate a person for a welfare check.
- C. Officers' Robinson and Seager are recognized for how they completed an arrest while minimizing the effect the contact could have had on the persons 5-year-old child.
- D. Officer Garneau is thanked for his intervention in recovering money paid for an item that was broken.
- E. Detective's Garstin and Govoni are recognized for community policing efforts joining a basketball game while on roving patrol.

7. **INFORMATION:**
  - A. Any other information to come before the Commission.
  
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

July 8, 2021

RECEIVED  
JUL 08 2021  
OFFICE OF THE CHIEF  
ROCHESTER POLICE DEPT

Derek J. Peters

118 Secretariat Estate unit 206

Rochester, NH 03867

Mayor, Caroline McCarley

Dear Mayor and City Council

It is with regret that I am writing to inform you of my decision to resign my position as Police Commissioner, effective July, 16 2021. Because I have move from Wards 3-4 to Wards 5-6.

I have enjoyed working with you and the Council, I appreciate the support that you have shown to the City's First Responders.

I Hope to be back after the next election.

As Section 23: Election of Police Commission, Reads

Each Police Commissioner shall be a resident and registered voter of one of the wards from which he is elected at the time he files his declaration of candidacy, at the time of his election, and throughout his term of office.

If a Commissioner moves his residence from the wards from which he was elected during his term of office, then his office shall be declared vacant, and the vacancy shall be filled as provided in Section 68 of this Charter.

Section 68 Charter Reads:

Vacancies occurring in any City Council, School Board, or Police Commission seat shall be filled until the next regular municipal election by the City Council's election, by majority vote, of some qualified person.

If I can be of any assistance, please don't hesitate to ask.

Best Regards,

  
Derek J. Peters



Rochester Police Commission  
Rochester, NH 03867

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

MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting on Wednesday, June 2, 2021 at 7:00 P.M. in City Hall, Council Chambers. Participants in this meeting: Comm. Peters, Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Thomas, Chaplain Cilley and Secretary Warburton. Also present were invited guests and members of the Department.

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

All participated in the pledge of allegiance. Chaplain Cilley led us in prayer.

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

**2. PUBLIC COMMENT:**

Sarah Leonard - 5 Highland Street. Ms. Leonard noted that she has been a resident of Rochester for the past 1.5 years. Ms. Leonard described at length and in detail her mental health and her interaction with the Police Department. She noted that Rochester has a CIT team, one of the best she has experienced. She has had three interactions with the Department and two were negative. She indicated that CIT officers did not respond to one of the events as they were off duty. She quoted the Police Department website that says, "Officers will be part of a specialized team, which can respond to a crisis at any time."

She noted that she had a caregiver crisis and that the Police Department became involved in her life in the past year in an unnecessary way that that was damaging and could affect her in a permanent way. She indicated that with her PTSD she is afraid to live in my city and my home. She said that we need a full time crisis intervention team so I feel safer living here and I don't die.

**3. ACCEPTANCE OF MINUTES:**

A. May 5, 2021 regular meeting.

**Comm. Stevens MOVED to accept the minutes of the May 5, 2021 meeting as presented. Comm. Stanley SECONDED the motion. The motion to accept the minutes PASSED unanimously.**

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

## 5. NEW BUSINESS:

A. Awards and Recognitions. Chief Toussaint said that it is nice to see people in person. This is the first time in a long time, so we have a hefty agenda with awards. These have been put off until we could get people here to show support of the officers and to recognize the excellent work.

1. Robert Brown – 40 years of volunteerism Diversion Programs. First up Chief Toussaint said our first award of the night, he will turn the mic over to Nicole Rodler our Diversion Coordinator. She has an award for one of Rochester's finest citizens who has been volunteering and doing outstanding work for the City for many, many years.

Ms. Rodler said this person is one of our city's and our youths' greatest champions. She invited Anne May up as this goes back to 1980, which shows how significant this truly is.

Anne May noted that she arrived in Rochester, NH, in 1980, a transplant from the mid-west. She was hired to administer a 3-year Juvenile Court Diversion program grant. The first order of business was to recruit community members to sit on contract committees to make contracts with each of the young people that were referred. She said Bob Brown showed up in that process. And, he is still here, which is absolutely amazing. The committees met once per month, listened and spoke with the young person and parent and make a contract specific to that person. Kind of a one and done thing. However, I was able to follow these kids and help them through the contract process to succeed in the program. The committee members never had the experience that I had. The people that come up to say thank you, and me after you saved my life; thank you, you changed my life; thank you, I'm a grandfather now; thank you, I own my own business, with 20 employees. So I pass those thank you's on to Bob for 40 years of contracts. Thank you.

Nicole followed with words penned by Deb Houle, who followed Anne in the Diversion role and who passed that torch along to Nicole in 2009.

Deb Houle said I was the Coordinator of The Rochester Juvenile Court Diversion Program for 20 years, retiring in 2010. While she couldn't attend in person, she was here in heart. Her words can't come close to capturing what Bob Brown has been to the Juvenile Court Diversion program for 40 years. This man is one of the most compassionate, dedicated, selfless individuals I have EVER met, and his impact on this community cannot be measured. He has had a profound influence and interest in Rochester, the community-at-large and countless individuals. Rochester has been privileged to have had him serving as a juvenile court diversion committee member for every one of those years.

Bob has always exemplified the best qualities necessary as a volunteer in restorative justice and believed in the worth of every young person "clients" who has come through the doors of the diversion program. He took an active interest in the lives of the young people we served. He set up meaningful community service situations where our "clients" could meet good, kind adults who made them feel worthwhile but also helped to develop new skills. He wanted the program to provide the framework for positive change in a disciplined way but not as a punitive means of diminishing the individual. And

typically, the contracts were tough but individually designed to bring out the best in our youth and help them to make proper amends both to the community and victim, if possible, while learning something of value that could have a lasting effect.

If a family needed something, he found it. If a youth needed something, he found it, donated it or made the experience happen. Supportive was anything that could raise youth up and give him/her a glimpse of what a good life can be. And, because of his genuine interest and active engagement, the other volunteers followed his lead. He was, and is, a leader by example.

It didn't stop there. Bob always had the diversion program in the back of his mind when out in the community, working or volunteering for one of his many associations. I am positive he single-handedly recruited more than half of the volunteers that the diversion program has had over these 40 years, and most of those volunteers stayed for many years and became staunch supporters of the diversion process and the youth we serve. Those volunteers also became leaders. In addition, he attended community meetings representing the needs and interests as an advocate for the diversion process. And he tirelessly played an active role in any adjunct program or idea (eg; Teen Drug Court, Family Support Center, Community Drug Coalition, National Night Out to name a few) developed through The Rochester Juvenile Court Diversion Program.

Bob's ongoing support gave me the confidence to pursue ideas, develop programs and make them a reality that could strengthen our community. This is a glimpse of Bob Brown from my perspective. I know there are many people who feel the same having had the privilege of working with this man through his many associations throughout the community and state, in addition to his commitment to The Rochester Juvenile Court Diversion Program.

As Bob would rather fly under the radar than be lauded, I will conclude with this. In my 20 years as the Juvenile Court Diversion Program Coordinator, I can't express enough gratitude to Bob Brown for the extraordinary commitment and support he offered to the youth and families we served and for his dedication and tireless efforts for the City of Rochester. Thank You for your outstanding service.

Nicole Rodler echoed these sentiments. A plaque commemorating Bob Brown's selfless acts was presented to him.

2. Commendation Bar for Lifesaving – Officer Crawford and Officer Butcher. Officer's Crawford and Butcher were presented with the lifesaving bar to wear on their uniform in recognition of performing CPR on a person choking at a local establishment. The officers continued to assist the medical staff while they were working on the male until EMS took over life saving measures. The male was admitted to ICU and survived the ordeal, likely due to the quick decisive actions of these officers.

3. 20 Years of Service – Chief Toussaint noted that it is rare to hit the 20 year milestone, and even rarer in police work to do it all with the same agency.

Lt. Anthony Bossi. Lt. Bossi was hired in 2000, promoted to Sergeant in 2006 and to Lieutenant in 2013. He was a crimes against person's detective prior to promotion. Some things he is involved with in the Department include:

- Coordinates the Honor Guard – was instrumental in the redesign of the uniforms this past year.
- Is the liaison for the Rental Property Owners Association.
- Involved in the Rochester United Neighborhoods; took a vested interest in the Lafayette St neighborhood for many years
- Served on City Boards including for the SOS recovery, Bridging the Gaps, and is Vice President of the RPBA

Lt. Bossi has received the following recognitions in his career thus far

- Lifesaving Award 3 times (one off duty and out of state)
- Distinguished Unit Award seven times,
- Good Conduct Award
- Motor Vehicle Enforcement Award (looking beyond traffic ticket)
- City Employee of the Month

Lt. Bossi was presented with a plaque commemorating his years of service.

Det. Robert Frechette. Det. Frechette was hired in January of 2001. His current assignment is as detective investigating domestic violence. He has worked tirelessly with the Family Justice Center. He has been instrumental in teaching on this topic locally and nationally. He helped write legislation regarding strangulation cases in domestic violence. Other things Bob is involved in with the Department include:

- Bob serves as our guru for First Aid, CPR training
- Is a member of the SWAT Team

Bob has received the following recognitions in his time with us thus far.

- Distinguished Unit Action four times
- Honorable Service
- Chief's award for Domestic Violence Work

Det. Frechette was presented with a plaque commemorating his years of service.

4. Employees of the Year 2020. Chief Toussaint said that every year the Department seeks nominations from the members, peers, to nominate a non-sworn civilian of the year, and a sworn police officer of the year. The civilian side goes unrecognized many times. It includes many support

staff, whether it be secretaries, prosecution and most notably the dispatch center. This year the award goes to Keri Devine, our Communications Center Supervisor. Chief Toussaint read the nomination letter into the record.

*Civilian – Communications Manager Keri Devine.* I formally nominate Keri Devine, Communications Center Supervisor, as the departments 2020 Civilian Employee of the Year. Upon hiring, Keri immediately began making several improvements within the center that have bettered the center's overall operations. Being a former dispatcher herself, she has been able to use her own knowledge and expertise to improve the center. She has taken the pros and cons of other supervisors she has worked with as well as comments and concerns of other dispatchers and been able to use those things in developing her own leadership style and guide improvements being made.

In addition to improving the center and maintaining strong staff relations, Keri has also been involved with many projects within the center and she is a very valuable asset in helping with and implementing these projects. She has taken a proactive role in seeking some of these improvements, which has brought the center and staff more up to date with current trends and technology.

In addition to all the technical things Keri has improved in the center and continues to work on, she also solicits ideas from the other dispatchers to make the center more enjoyable to work in. This includes different theme days occasionally, different meal sharing, and other things. She tries to get the staff as much training as possible and develop them the best she can with the limit resources and funds available.

Lastly, she has been able to do all this during the ongoing pandemic. Due to the pandemic and staff being out, Keri has filled many shifts to help reduce the amount of ordered overtime on the other staff and keep the budget from exploding. Respectfully Submitted – Todd Pinkham

Chief Toussaint said he would like to echo those sentiments. Keri is one of the best dispatchers we have ever had. With her knowledge, she jumped into this role seamlessly. She improved the center and saved the city money in overtime costs by being flexible and filling in shifts. She goes above and beyond all the time and this award is certainly well deserved. Supervisor Devine was presented with a plaque commemorating this achievement.

*Police Officer – Sgt. Jacob Benjamin.* Chief Toussaint said the next award is to the Officer of the Year and he is honored to bring up Sgt. Jacob Benjamin. Sgt. Benjamin received two nomination letters for this award. The letters were read into the record.

*First nomination.* I wanted to take a moment to recognize Sergeant Jacob Benjamin and nominate him for the Officer of the Year Award. I have gone over the criteria for this award and feel that Sergeant Benjamin is qualified as well as deserving of this prestigious award. Officer Benjamin is very consistent in his service, demeanor and character. He is proud of being a police officer and maintains a high standard in his appearance and performance. As far as his personality goes, we could



not ask for a more professional and genuine person. Sergeant Benjamin participates in any opportunities that come his way and likes to stay active and foster proactivity on his shifts.

Sergeant Benjamin has a great sense of humor and gets along great with his colleagues and subordinates. He is approachable with community members as well as civilian employees in the city. He believes in our mission and strives to achieve it. He is very good at using resources that are available to accomplish the department's goals or tasks. Sergeant Benjamin has the ability to think outside the box and will welcome input or ideas from anyone.

Sergeant Benjamin was a newer sergeant during a very challenging time in our city, with the different obstacles that the covid-19 pandemic brought. He was able to champion those hurdles and keep operations going smooth on a busy shift, balancing our responsibility to the city with the uncertainty that was being faced. This was a difficult time for veteran supervisors, so his perseverance was demonstrated.

He is active in his position and is someone who takes responsibility and uses different situations as learning moments for his subordinates to help them grow and improve. Prior to being promoted, he was involved in many different aspects of the department and took advantage of the different opportunities available. Sergeant Benjamin was an FTO as well as on a couple different specialty units within our agency and was active in those roles. He is ambitious to grow in the department and always seeks constructive criticism as well as input to grow in his position.

Sergeant Benjamin is a newer sergeant. He has embraced the position and responsibilities. He brings many qualities to his role and has a high standard for his officers. He is well respected and performs the role he serves very well. Sergeant Benjamin is well rounded and a good spirited person who genuinely cares about others. Sergeant Benjamin is of high moral character and an asset to the department with his drive and well-rounded knowledge.

As a shift lieutenant, I have had the opportunity to witness Sergeant Benjamin in the performance of his duties. He adds to the dynamic of the shift and is someone who can be relied upon. Sergeant Benjamin is a positive individual who can adapt to changing conditions quickly, he is a proud individual that loves what he does and it shows. Please consider Sergeant Benjamin for this award, as he is well deserving of it. Respectfully Submitted - Lt. Anthony Bossi

*Second nomination.* I am pleased to nominate Sergeant Jacob Benjamin for the 2020 Police Officer of the Year Award in recognition of the consistently superior effort he gives in performance of his duties.

Jacob came to this agency in 2014, and since then he has become involved in various specialty assignments and ultimately promoted to the rank of sergeant nearly one year ago. In his time here, Jacob has developed the technical knowledge and skills to perform as a superior patrol officer and now as a supervisor. Jacob demonstrates strong leadership skills, seeking to improve those he supervises as well as improving himself. Jacob clearly communicates with others, sharing his knowledge as well as listening to what others have to say. Jacob displays enthusiasm and creativity in finding ways to inspire

his shift to having a positive impact on the community — whether that be through a concerted enforcement effort or finding ways to turn police contacts into positive experiences for citizens. Jacob holds himself and others to high standards of dedication, presents himself well in public, and sets a good example for all of us who wear a uniform.

For all of the above reasons, Sergeant Jacob Benjamin exemplifies the term, "Police Professional" and should be appropriately recognized by receiving the 2020 Police Officer of the Year Award. I would be happy to answer any questions. Sincerely, - Lt. Andrew Swanberry

Chief Toussaint said I concur. Jake has been a great addition to the Department and a great addition and valued member to the supervisory role he is in. Sgt. Benjamin was presented with a plaque commemorating this achievement.

5. Blair Memorial Award - Officer Eric Bilodeau.

Chief Toussaint said the final award of the evening is one of our most prized. The award is in memory of a former chief, whom many of you knew. I unfortunately never got to meet him. He passed away just before I was hired at the Rochester Police Department. So I never had the privilege of working with him. Which means that most of the officers who work for the department never had that opportunity either. His name lives on through this award.

We are honored to present the Chief Theodore W. Blair, Jr. Memorial Award. I want to give a little bit of background as to what the criteria was for the award. Our regulations say that this award may be given to that Officer who throughout the year consistently maintains an exceptional level of public service and exemplifies characteristics reminiscent of Chief Blair. Including but not necessarily listed in any specific order Compassion, Enthusiasm for the job, being respectful of others, Commitment and dedication, a good disposition, patience, having honesty and integrity, inspiring through mentoring and a great sense of humor. I don't know how you describe a police officer, a leader better than that. That is why this award is so special. We are honored to present this year's award to Officer Eric Bilodeau. Chief Toussaint also invited members of Chief Blair's family up on the stage for this presentation.

Members are nominated by their peers. The letter for Officer Bilodeau from Lt. Bossi reads:

I wanted to take a moment to recognize Officer Eric Bilodeau and nominate him for the Chief Theodore W. Blair Jr. Memorial Award. I have gone over the criteria for this award and feel that Officer Bilodeau meets what is required and is the example of what this award represents.

I do not have a lot of contact with Officer Bilodeau but the limited opportunities I have had he has impressed me. From what I have seen, he is very consistent in his service, demeanor and character. He is proud of being a police officer, maintains a high standard in his appearance, and is always looking to improve performance. As far as his personality goes, he is very professional and seems to be a genuine person. Officer Bilodeau participates in conversations with anyone and looks to be involved

in whatever is going on. He contributes on his shift and has a spectacular outlook on things. He has to be one of the happiest officers I encounter on a regular basis.

Officer Bilodeau has a good sense of humor and gets along great with his colleagues as well as the community members. He is active in his position and is someone who takes responsibility. He is a newer officer, which makes these traits that much more impressive. As a newer officer, he is good with accepting constructive criticism and does routinely strive to improve. He is well rounded and a good spirited person who genuinely cares about others. Officer Bilodeau is of high moral character and an asset to the department.

As shift lieutenant, I would be happy to have Officer Bilodeau on my team. He adds to the dynamic of the shift and is someone who can be relied upon. Officer Bilodeau is a positive individual who can adapt to changing conditions quickly. He is someone who enjoys the company of his peers and brings humor to the shift he is assigned to.

I unfortunately did not have the honor to know Chief Blair, but based off the criteria of the award and what I have been told by those that did know him; Officer Bilodeau would have been someone who Chief Blair would have been happy to have serving on his department. Please consider Officer Bilodeau for this award, as he is well deserving of it. - Respectfully submitted – Lt. Bossi

Officer Bilodeau was presented with a ribbon for his uniform and a plaque commemorating this achievement.

A short recess was called. The meeting came back into session at 8:10 P.M.

#### B. Monthly Reports

1. Operations: Over in the support, side there were 35 cases set up from Patrol or ISB generated. There are 69 active cases. There were 28 cases presented to a virtual grand jury. All were true bills.

**COMPSTAT**: Traffic activity looks like it has increased year to date. The reality at this time a year ago we were shut down from COVID. There was no proactive activity. Our current numbers are still very low but that has to do with staffing.

Property Crimes the good news is overall, year to date, property crime is down 20%. We do have increases year to date in thefts from motor vehicles, which is up 42%. We implore our residents to lock your car doors. You should be able to feel safe in your driveway, but the reality is we have people out overnight just checking for unlocked doors and cars to go through. The biggest decrease year to date is thefts from buildings down 53% year to date, and shoplifting is down 36% year to date.

Drug incidents year to date were up 13% mostly due to possession and drug events. A drug event is typically we are called to a person dancing in the street, which is common in people using meth. Even though incidents are up 13%, in overall drug incidents, overdoses are down 32% year to date and fatal overdoses are down 33% year to date.

Overall, violent crime is following the same trend and is down 28% year to date. A handful of aggravated assaults are from domestic violence. Simple assaults are down year to date and there are no trends or concerns there.

**COMMUNITY ENGAGEMENT OFFICER/PROBLEM ORIENTED POLICING UNIT:** Officer Danie has met with the Rochester Main Street board to plan future community events as COVID restrictions ease. The CEO and POP and a handful of officers took part in the adaptive bicycle event at the high school. They rode the various bikes and interacted with students. This was very successful. With the retirement of Officer Ball, each member of the unit is rotating weekly in patrol to fill Officer Ball's schedule until additional staffing is available.

**COMMUNICATIONS:** Our current trainee is in the final stages of training. It is expected she will be released to solo by the end of June. We have a conditional offer and a background underway for the other open position.

**HONOR GUARD:** The Honor Guard participated in the sad and tragic event for the wake and funeral services for retired Sgt. Stephen Burke. They also participated in the retirement recognition for Officer Eric Ball.

**HOUSING:** There were 10 background checks and 20 police calls for service at housing locations. The increase can be attributed to the warmer weather. Officers' Mundy and Babine are getting out to the properties and interacting with the tenants. They are doing foot beats and handing out cop cards and free ice cream cards.

**K9:** It has been one month, today that Officer Dwayne Hatch picked up Gunner from Officer MacKenzie. He is still in training and attending the Working Dog Foundation training every Monday. They have been bonding and Gunner is living with Officer Hatch. Because they have already spent time training with and prior to the retirement of Officer MacKenzie what typically is a six-month certification window we hope to reduce to two months. We are looking at them being certified by July and we can begin using him for call outs. He shows up every day with Gunner, as that is part of bonding and training.

**SCHOOL RESOURCE OFFICERS:** Comm. Peters asked if the SRO's would be detailed to patrol during the summer months.

Capt. Thomas said that Officer Jackson will take a couple of weeks of vacation at the end of the school year, and be detailed to the patrol schedule upon his return. Officer Porfido will be taking some paternity leave this summer.

Comm. Peters said the other is part-time so he has things he will do to prepare for. Capt. Thomas said that is correct.

2. Administrative. There has been technical work going on behind the scenes for the radio replacement project related to firehouse alerts to get that part of the project up and running. We've been meeting with the vendor and IT on that aspect. The tower was craned into place today and should be on line by September when power and fiber connectivity is available from the DPW building.

Comm. Stanley asked if this was the final stage of the project.

Dep. Chief Boudreau said the final stage right now. As noted, we did purchase additional gear for a “to-be-built” tower at Highfield Commons, which is the highest point in the City, and we continue to discuss with the City of Dover adding gear to the Long Hill Rd tower for more coverage to the south.

We had a cruiser accident in May. Our insurance carrier totaled the frontline car, a 2019. We were fortunate to locate an unclaimed 2021 Explorer at Arundel Ford. We worked with finance to secure funding and picked it up on Friday. We are waiting for equipment to outfit it. This was extremely lucky timing. We otherwise would have been waiting six months for a cruiser to be built.

The Council approved the city O&M and CIP budgets. We will be able to start the bid process for new cruisers and begin work on the CIP projects that will require significant time and work.

Chief Toussaint said one of the most notable is that the body camera project is going through. We had always planned to go with WatchGuard, who is our vendor for in-car cameras. It is a significant project. We have other vendors who wish to make presentations to us and we feel it is worthwhile to see what else is out there.

Comm. Peters asked if this would be compatible with our existing Watch Guard cameras.

Dep. Chief Boudreau said that is a question to ask. We already have some of the infrastructure with WatchGuard in place, when the cruisers pull into the lot they connect to wireless and video is already downloading. So those are key points.

Comm. Stevens asked whom is the primary vendor that others in NH are using.

Dep. Chief Boudreau said there are several vendors out there for this product. We’ve seen the demo from WatchGuard. How they sync up is great technology. Even responding code, you have both angles, the cruiser and the body camera.

Comm. Peters commented that the cruiser cameras were a valuable tool during the officer involved shooting on Route 125 a couple of years ago.

Comm. Stevens asked what is the time frame to have it on each officer.

Dep. Chief Boudreau said we are laying the groundwork now. The budget doesn’t start until July 1. After that, we can move forward with the city purchasing process.

Comm. Peters said he knows that Comm. Stanley had forwarded some information that the state was looking at possibly funding.

Comm. Stanley said it is a timing issue. We have to watch that legislation which is likely to pass. But then its six months from the passage that a fund will be established. If this is a high priority that probably isn’t the route to go. But there is an opportunity to tap into state funds after January.

Chief Toussaint replied that we will certainly explore that. It is a matter of if we want to wait. The money has been appropriated through the CIP process for this project. Any money we don't have to spend is a bonus for the City. But it has not passed the legislature yet. I imagine it will. But we don't know how much money will be appropriated. We don't know how competitive the process will be. Will they just give anyone that asks half of the cost. We don't know.

Comm. Stevens commented that we don't know if potentially they could provide reimbursement for part of it.

Chief Toussaint said we are aware of the funding on the horizon and we will explore it and look for any opportunity to save the City money.

Comm. Stevens asked now that we are close to the end of the fiscal year, what are we looking at to turn back?

Dep. Chief Boudreau said the return is projected in the area of \$400-450,000, from salaries and benefits.

Hiring. Officer Spencer Aube started on May 17. He has completed in house training and is transitioning to field training. Both of the candidates the Commission interviewed are in backgrounds. One is certified, and one is not. We had two days of oral boards and have several non-certified candidates to schedule for interviews with the Commission.

Comm. Peters noted we are using Indeed more than normal and it seems to be a bigger pay off.

Training. The Academy transitioned from a day academy to the live-in academy as they have always done.

Comm. Stanley asked the Chief to address the CIT training as was brought up during public comment. Relative to certifying officers for CIT and the difficulty we have getting officers into it.

Chief Toussaint said I hate to blame COVID for everything, but it is a factor. As we have discussed I would love to have every sworn officer in this department and in every police department really have CIT training. I don't buy into the concept of a team, just as outlined tonight, because at times, the team is not available. People shift bid by seniority. There is no way for us to mandate X amount per shift and we don't have enough officers to staff it 24/7. We struggle enough just to staff officers for that amount of time.

I echo the sentiment that we should have that. It is certainly a goal of mine to get more training. But you also have to understand that CIT training is a 40-hr class. We were planning a class this summer and we just can't do it. There is no way we can pull groups of officers for 40 hours of training. And then there is continuing education training that has to go on. So, our number one goal is to get to full staffing levels. Then we can reexamine getting everyone CIT trained.

We put that kind of training into people and then at times they leave, they retire or they get promoted. So it's an ongoing process for us until we can get to a point where we can get everyone trained in this, because it is important.

And I don't want people to get the impression that CIT training means they are an expert in this. It means they have had slightly more training than the average person to hopefully better handle people in mental health crisis. Which we deal with a lot. It is something we are interested in doing as we constantly strive to improve. It's a work in progress. We are nowhere near where we want to be.

As we had mentioned one of our former employees who recently passed away, he was instrumental in bringing this CIT program to Rochester. He recognized the importance of it years ago, and we recognize it still to this day. And want to continue that legacy to better serve the public. It is something we are working on.

Comm. Stanley said absolutely a work in progress and with the turnover the department has had has made it difficult. But we are putting funding toward it and we are trying to improve

Comm. Peters asked do they offer any type of training when they are at the academy. Or is it so limited.

Chief Toussaint said the answer is no. Not really. They may have some minimal stuff but it's not a CIT program. I would love to see PSTC, the academy, overhaul some of their curriculum and make that part of it, so that every officer in NH that gets certification in NH would have that training. I think we would be a much better as a profession if that was the case.

Comm. Peters said I'd make that recommendation.

Chief Toussaint said he has made that recommendation. But it is a big undertaking.

Comm. Stevens commented they are trying to squeeze as much as they can into the 16 weeks.

Comm. Stanley asked it is an opportune time to make those recommendations because of the Governor's commission. All of that training is under review. I believe they have a new Director. It might be worthwhile to write a letter from this Commission stating as much.

Chief Toussaint said that he participated in a forum to suggest changes to the curriculum at the Academy. Given the time constraints. They are looking at what they can trim, what they can downshift to the various departments and what is the core we are looking for. I strongly believe that CIT training should be part of that.

Comm. Stanley said we are the default call. We need to be trained to respond to it. She said I will be happy to draft a letter on behalf of the Commission. The Commission concurs.

**6. CORRESPONDENCE:** There was no correspondence this period.

**7. INFORMATION:** There was no additional information for discussion.

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

**Commissioner Stanley MOVED to enter a nonpublic session at 8:34 P.M. pursuant to RSA 91-A: 3, paragraph II, section A (personnel) and section E (legal.) Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

**The non-public session closed at 9:00 P.M. on a MOTION by Comm. Stanley. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

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

**9. MISCELLANEOUS:**

**Comm. Stevens MOVED to accept the evaluations as presented for Officer Matthew Flathers (top of grade), Off. Govoni to step 6, Off. Oswald to step 5, Off. Turgeon to step 5, and Off. Butcher to step 4. Comm. Stanley SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

**10. ADJOURNMENT:**

**Comm. Stevens MOVED to adjourn. SECOND by Comm. Stanley at 9:10 P.M.**

Respectfully Submitted

Rebecca J. Warburton  
Secretary

APPROVED BY COMMISSION:





# ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127  
FAX (603) 330-7159  
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DAVID R. STEVENS  
*Vice Chairman*  
LISA M. STANLEY  
*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*



August 4, 2021

I, **Sarah Lazzar** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Patrol Officer with the Rochester Police Department, according to the best of my ability, agreeable to the rules and regulations of the Constitution and the Laws of the State of New Hampshire, so help me God.

---

**Sarah Lazzar**

## STATE OF NEW HAMPSHIRE

**STRAFFORD, SS:**

Then the above named **Sarah Lazzar** , appeared and took oath of Office by law prescribed.

Before me

---

Rebecca J. Warburton,  
Justice of the Peace



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*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*



August 4, 2021

I, **Daniel Louis** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Patrol Officer with the Rochester Police Department, according to the best of my ability, agreeable to the rules and regulations of the Constitution and the Laws of the State of New Hampshire, so help me God.

\_\_\_\_\_  
**Daniel Louis**

**STATE OF NEW HAMPSHIRE**

**STRAFFORD, SS:**

Then the above named **Daniel Louis** , appeared and took oath of Office by law prescribed.

Before me

\_\_\_\_\_  
Rebecca J. Warburton,  
Justice of the Peace

**ROCHESTER POLICE DEPARTMENT**



PAUL R. TOUSSAINT  
*Chief of Police*

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LISA M. STANLEY  
*Commissioner*



August 4, 2021

I, **Robert Burrell** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Patrol Officer with the Rochester Police Department, according to the best of my ability, agreeable to the rules and regulations of the Constitution and the Laws of the State of New Hampshire, so help me God.

\_\_\_\_\_  
**Robert Burrell**

**STATE OF NEW HAMPSHIRE**

**STRAFFORD, SS:**

Then the above named **Robert Burrell** , appeared and took oath of Office by law prescribed.

Before me

\_\_\_\_\_  
Rebecca J. Warburton,  
Justice of the Peace



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*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*



August 4, 2021

I, **Adam Granatowski** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Patrol Officer with the Rochester Police Department, according to the best of my ability, agreeable to the rules and regulations of the Constitution and the Laws of the State of New Hampshire, so help me God.

\_\_\_\_\_  
**Adam Granatowski**

**STATE OF NEW HAMPSHIRE**

**STRAFFORD, SS:**

Then the above named **Adam Granatowski** , appeared and took oath of Office by law prescribed.

Before me

\_\_\_\_\_  
Rebecca J. Warburton,  
Justice of the Peace



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LISA M. STANLEY  
*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*



August 4, 2021

I, **Tomas Velasquez** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Patrol Officer with the Rochester Police Department, according to the best of my ability, agreeable to the rules and regulations of the Constitution and the Laws of the State of New Hampshire, so help me God.

\_\_\_\_\_  
**Tomas Velasquez**

## STATE OF NEW HAMPSHIRE

**STRAFFORD, SS:**

Then the above named **Tomas Velasquez** , appeared and took oath of Office by law prescribed.

Before me

\_\_\_\_\_  
Rebecca J. Warburton,  
Justice of the Peace

**ROCHESTER POLICE DEPARTMENT**



PAUL R. TOUSSAINT  
*Chief of Police*

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VACANT  
*Chairman*  
DAVID R. STEVENS  
*Vice Chairman*  
LISA M. STANLEY  
*Commissioner*



August 4, 2021

I, **Jeffrey Slankard** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Patrol Officer with the Rochester Police Department, according to the best of my ability, agreeable to the rules and regulations of the Constitution and the Laws of the State of New Hampshire, so help me God.

\_\_\_\_\_  
**Jeffrey Slackard**

**STATE OF NEW HAMPSHIRE**

**STRAFFORD, SS:**

Then the above named **Jeffrey Slackard** , appeared and took oath of Office by law prescribed.

Before me \_\_\_\_\_  
Rebecca J. Warburton,  
Justice of the Peace

YWS  
6-21-



Resignation Letter

Officer Joseph Oswalt  
Rochester Police Department

Chief Toussaint  
Rochester Police Department

06/20/2021

RECEIVED  
JUN 22 2021  
OFFICE OF THE CHIEF  
ROCHESTER POLICE DEPT

Dear Chief,

It is with great regret that I wish to tender my resignation from my employment as an Officer for Rochester.

Therefore I would like to give 3 weeks' notice, effective from today's date. Final Day being July 11, 2021.

This decision was hard to make and was based on what was best for my family and future with great opportunities where I am going.

I have enjoyed my time working for the Rochester Police Department and would like to thank everyone for the help and support in which I have received.

I wish you and everyone in the department the best in the future.

Thank you,

**ROCHESTER POLICE DEPARTMENT**



PAUL R. TOUSSAINT  
*Chief of Police*

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POLICE COMMISSION

DEREK J. PETERS  
*Chairman*  
DAVID R. STEVENS  
*Vice Chairman*  
LISA M. STANLEY  
*Commissioner*

**RECEIVED**

**JUL 09 2021**

OFFICE OF THE CHIEF  
ROCHESTER POLICE DEPT



Letter of resignation

To whom it may concern. This is my formal letter of resignation from the Rochester Police Department. My last shift at Rochester PD will be July 16<sup>th</sup>, 2021.

Respectfully,  
Alex Turgeon

*Received unsigned & undated, but  
ofc. Turgeon handed to Sgt. Turner  
on 7-9-2021 @ 2pm.*

*Jason Thomas*



**PATROL DIVISION  
MONTHLY REPORT  
July 2021**

**R.U.N. Program:** At this time, due to COVID-19, all RUN meetings are on hold.

**RPOA:** Lt. Bossi was not able to attend the last RPOA meeting due to a scheduling conflict. No issues have been brought to his attention.

**HONOR GUARD:** The HG participated in the C.H.a.D. East v. West charity football game that was held at Saint Anselm College on July 17<sup>th</sup>. The HG provided a 4-officer flag detail, and presented the colors at the game. There are no other events currently scheduled.

**K-9:** Officer Hatch attended a course for K-9 CPR at The Brook in Seabrook through the Working Dog Foundation. Even though Officer Hatch and K-9 Gunner are not certified at this time—they are at the point where we can utilize them for missing persons calls, as well as known suspects. If the suspect is unknown, and could potentially be arrested if found by the K-9, we still need to use a certified team for that.

**CompStat:** In field activity, we had 313 traffic stops, which was up from the previous month. We had 10 arrests from those stops, which were for traffic offenses. There were 99 traffic accidents, which was an increase from the previous month. Of those 99, 10 were parking lot accidents, and 18 were hit & runs. There were 6 arrests from DWI's (2 drug related and 4 alcohol related)—4 of those arrests were from accidents.

With regard to property crimes, we had 8 burglary incidents this month which is up from the previous month, and we have made 3 arrests from those burglaries. There was a decrease in shopliftings this month with 14, compared to 24 the previous month. With regard to motor vehicle thefts, we had 3, one was a person that took their sister's vehicle and went to Vermont. We are not seeing any organized theft rings in this area. Regarding vandalism, there were no notable incidents, or what would appear to be trends. Overall year-to-date (YTD) property crimes are down 15%.

With drug related incidents, we had 18 possessions, 15 drug events, 9 overdoes, and 1 suspected fatal. Several of these incidents were handled by the P.O.P. unit. With the possessions; we are seeing methamphetamine, fentanyl, heroin, and we had one that was crack cocaine.

In violent crimes we had 1 robbery for the month, and it resulted in an arrest being made. We had 2 aggravated assaults that were both DV related. 12 of the 36 simple assaults were DV related. Overall YTD, violent crimes are down 27%.

Respectfully submitted,

Captain Jason Thomas

# Rochester Police Department

## June 2021 Comp Stat Report



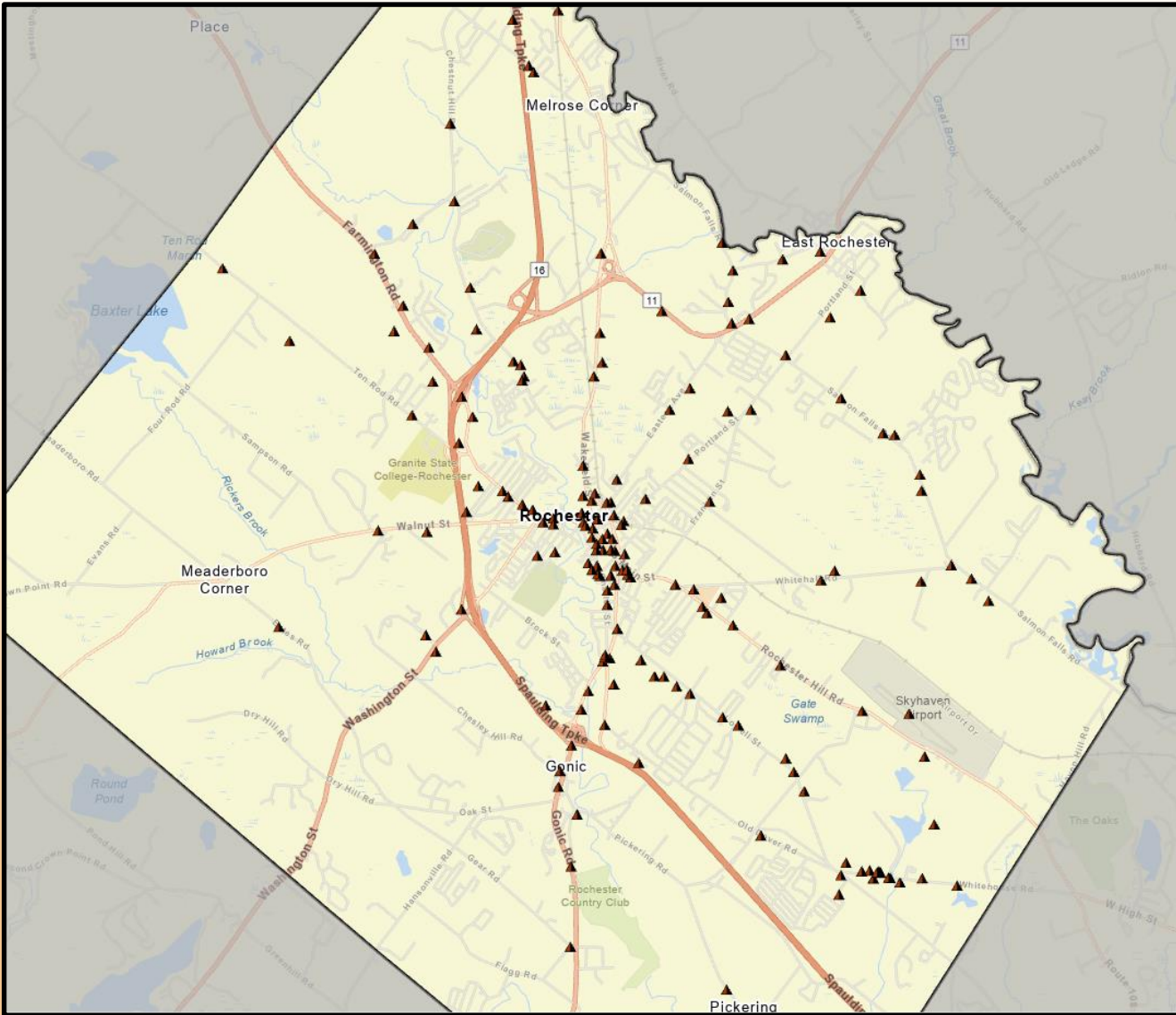
# **June 2021 Traffic Activities**

- Traffic Stops
- Motor Vehicle Crashes
- DWI Incidents
- Traffic Comparisons

# Traffic Stops

## Traffic Stop Breakdown

- 313 Total Stops
  - 10 Arrests
    - All for traffic related offenses
  - 26 Summons
  - 267 Warnings
  - 5 No Action



# Motor Vehicle Crashes

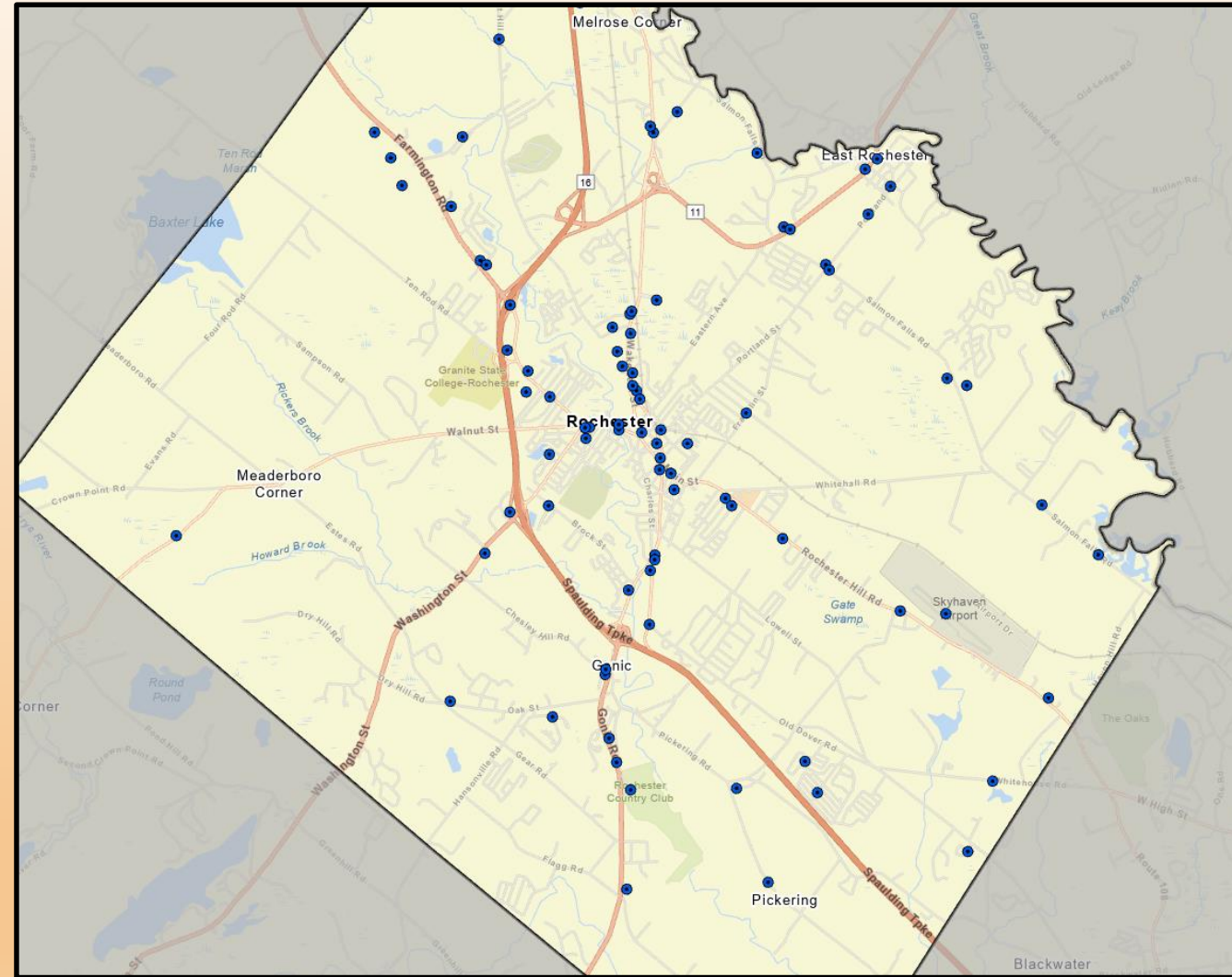
## High Volume Roads

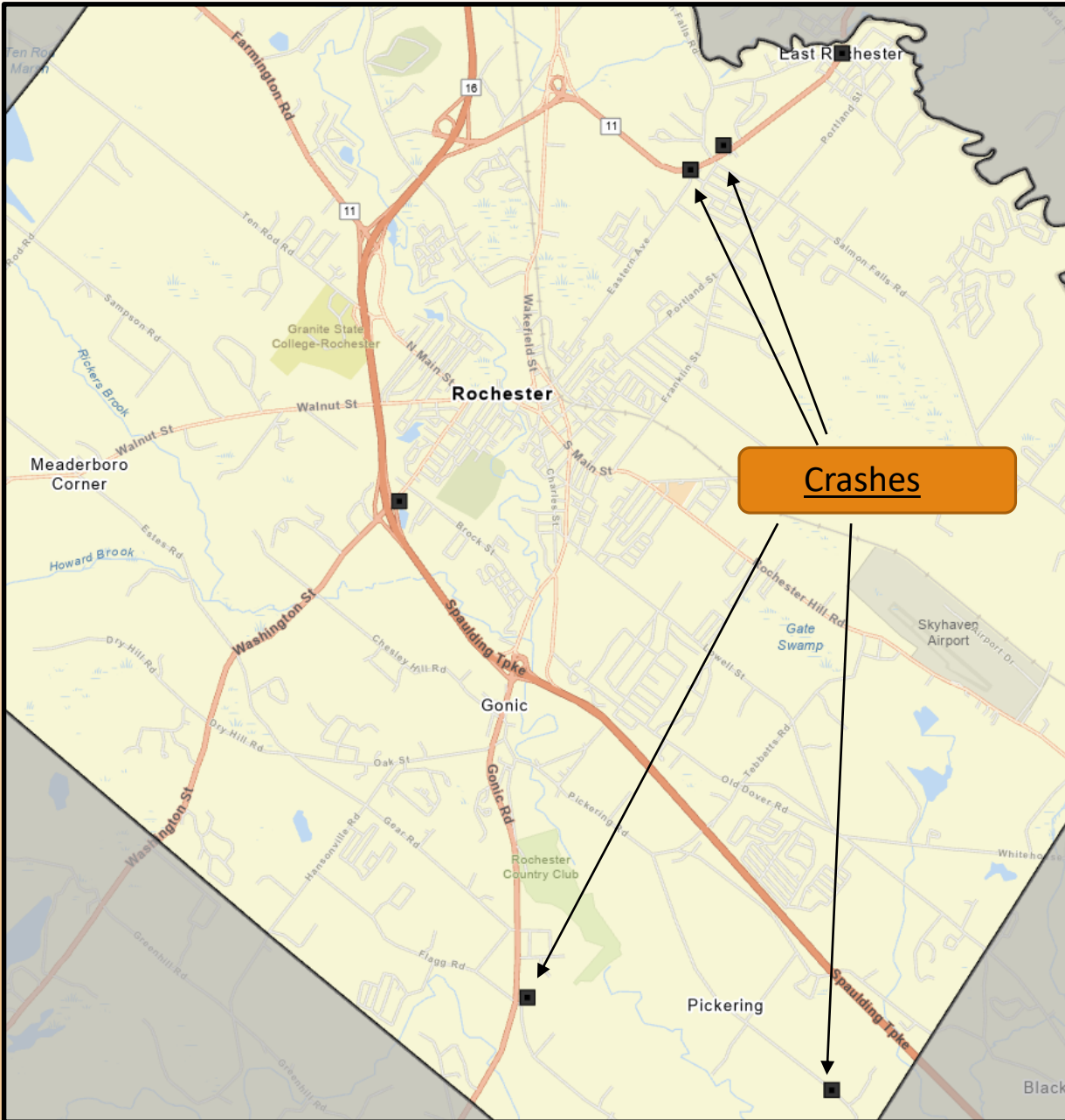
- 99 total crashes

Significant increase from the previous month. (34%)

- 6 Arrests
- 1 summons issued
- 10 Parking lot crashes
- 18 Hit & Run crashes

Street	#of Accidents
FARMINGTON RD,	11
NORTH MAIN ST,	10
SALMON FALLS RD,	7
GONIC RD,	7
WAKEFIELD ST,	7
SPAULDING TPKE,	6
PORTLAND ST,	5
ROCHESTER HILL RD,	5
MILTON RD,	5
HIGHLAND ST,	4
COLUMBUS AVE,	4
MARKETPLACE BLVD,	4





## DWI Incidents

Total Incidents – 6

- 2 drug related
- 4 alcohol related

Breakdown:

- 4 Accident related
- 1 Traffic stop (alcohol)
- 1 Welfare Check (drug)

# Traffic Activity Comparisons

Specific Crimes	Jun-21	Jun-20	% Change	May-21	% Change	Apr-21	YTD 21	YTD 20	% Change	YTD 19
Traffic Stops	313	326	-4%	245	28%	387	2630	1948	35%	2636
Arrests from Stops	10	16	-38%	16	-38%	17	113	71	59%	117
Summons	26	18	44%	16	63%	22	147	96	53%	106
Warnings	267	284	-6%	200	34%	333	2269	1736	31%	2312
No Action	5	6	-17%	10	-50%	8	72	32	125%	88
Accidents	99	86	15%	74	34%	72	462	417	11%	459
Summons from ACs	1	3	-67%	0	0%	3	14	14	0%	11
Arrests from ACs	6	10	-40%	2	200%	9	32	27	19%	29
Field Interviews	11	10	10%	15	-27%	8	40	50	-20%	49
DWI	6	7	-14%	2	200%	8	45	37	22%	42
<i>Narcotics</i>	2	3	-33%	2	0%	1	18	14	29%	12
<i>Alcohol</i>	4	4	0%	0	0%	7	27	23	17%	30
DWI from Accidents	4	2	100%	0	0%	3	18	10	80%	11

# Property Crimes

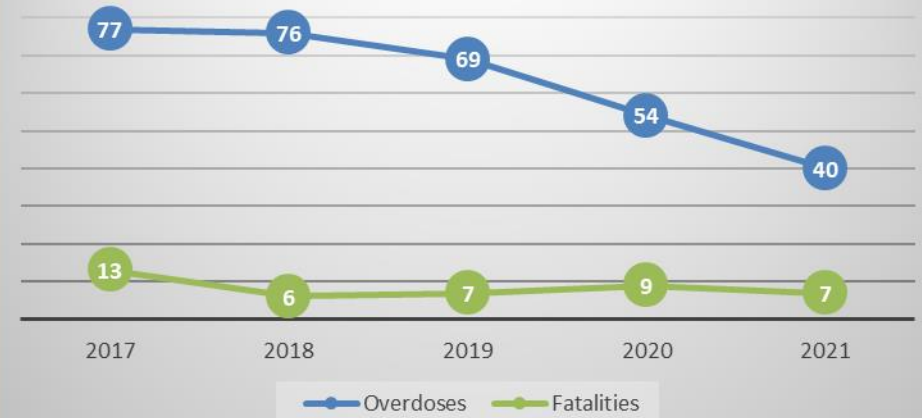
All Incident Reports												
Specific Crimes	Jun-21	Jun-20	%Change	May-21	%Change	Apr-21	YTD 21	YTD 20	%Change	YTD 2021 Closure Rate	YTD 2020 Closure Rate	YTD 19
Burglary	8	1	700%	4	100%	6	35	29	21%	14%	14%	50
Shoplifting	14	8	75%	24	-42%	10	87	94	-7%	54%	74%	121
Theft from a Building	5	8	-38%	6	-17%	4	39	78	-50%	13%	28%	80
Theft from M/V (including Parts)	10	17	-41%	13	-23%	5	60	47	28%	0%	4%	95
All Other Theft	12	14	-14%	5	140%	7	64	79	-19%	6%	9%	58
M/V Theft	3	4	-25%	2	50%	4	21	23	-9%	29%	13%	18
Vandalism	39	51	-24%	31	26%	21	168	209	-20%	23%	25%	179
<b>Total Property</b>	<b>91</b>	<b>103</b>	<b>-12%</b>	<b>85</b>	<b>7%</b>	<b>57</b>	<b>474</b>	<b>559</b>	<b>-15%</b>	<b>20%</b>	<b>24%</b>	<b>601</b>
Arrests												
Specific Crimes	Jun-21	Jun-20	%Change	May-21	%Change	Apr-21	YTD 21	YTD-20	%Change			YTD 19
Burglary	3	0	0%	0	0%	0	5	4	25%			10
Shoplifting	10	3	233%	13	-23%	5	47	70	-33%			125
Theft from a Building	0	0	0%	2	-100%	0	5	22	-77%			17
Theft from M/V (including Parts)	0	0	0%	0	0%	0	0	2	-100%			6
All Other Theft	2	0	0%	1	100%	0	4	7	-43%			4
M/V Theft	1	0	0%	0	0%	1	6	3	100%			6
Vandalism	6	10	-40%	7	-14%	6	38	52	-27%			79
<b>Total Property</b>	<b>22</b>	<b>13</b>	<b>69%</b>	<b>23</b>	<b>-4%</b>	<b>12</b>	<b>105</b>	<b>160</b>	<b>-34%</b>			<b>247</b>



# Drug Incidents

- 7 cases are result of Search Incident to Arrest
- 5 POP related cases
- 4 cases are consent related
- 1 case result of search warrants
- 1 case result of Death Resulting OD investigation

Overdoses/Fatalities by Year



**All Incident Reports**

Specific Crimes	Jun-21	Jun-20	%Change	May-21	%Change	Apr-21	YTD 21	YTD-20	%Change	YTD 2021 Closure Rate	YTD 2020 Closure Rate	YTD 19
Possession	18	14	29%	17	6%	9	96	74	30%	31%	57%	72
Drug Events	15	7	114%	9	67%	10	64	29	121%			80
Overdoses	9	12	-25%	5	80%	10	40	54	-26%			69
Fatal Overdoses	1	0	0%	0	0%	1	7	9	-22%			7
<b>Total Drug</b>	<b>43</b>	<b>33</b>	<b>30%</b>	<b>31</b>	<b>39%</b>	<b>30</b>	<b>207</b>	<b>166</b>	<b>25%</b>			<b>228</b>
					<b>Arrests</b>							
Specific Crimes	Jun-21	Jun-20	%Change	May-21	%Change	Apr-21	YTD 21	TYD 20	%Change			YTD 19
Possession	9	4	125%	8	13%	2	30	42	-29%			61

# Violent Crimes

All Incident Reports												
Specific Crimes	Jun-21	Jun-20	% Change	May-21	% Change	Apr-21	YTD 21	YTD 20	% Change	YTD 2021 Closure Rate	YTD 2020 Closure Rate	YTD 19
Homicide	0	0	0%	0	0%	0	0	0	0%	0%	0%	0
Robbery	1	0	0%	0	0%	0	1	7	-86%	100%	71%	4
Aggravated Assault	3	3	0%	3	0%	3	16	18	-11%	50%	67%	36
<i>from DV*</i>	3	3	0%	3	0%	2	11	10	10%	64%	100%	11
Simple Assault	36	33	9%	19	89%	28	154	207	-26%	48%	50%	197
<i>from DV*</i>	12	17	-29%	9	33%	14	74	116	-36%	62%	66%	100
<b>Total Violent</b>	<b>40</b>	<b>36</b>	<b>11%</b>	<b>22</b>	<b>82%</b>	<b>31</b>	<b>171</b>	<b>232</b>	<b>-26%</b>	<b>50%</b>	<b>47%</b>	<b>237</b>
Arrests												
Specific Crimes	Jun-21	Jun-20	% Change	May-21	% Change	Apr-21	YTD 21	YTD 20	% Change			YTD 19
Homicide	0	0	0%	0	0%	0	0	0	0%			1
Robbery	1	0	0%	0	0%	0	1	5	-80%			3
Aggravated Assault	2	3	-33%	2	0%	1	8	12	-33%			21
<i>from DV*</i>	2	3	-33%	2	0%	0	7	10	-30%			8
Simple Assault	19	16	19%	11	73%	9	74	103	-28%			125
<i>from DV*</i>	7	12	-42%	7	0%	6	46	76	-39%			70
<b>Total Violent</b>	<b>22</b>	<b>19</b>	<b>16%</b>	<b>13</b>	<b>69%</b>	<b>10</b>	<b>83</b>	<b>120</b>	<b>-31%</b>			<b>150</b>

# Domestic Violence Related Calls

June 2021

Misdemeanor – 23  
 Felony - 5  
 90F\* - 2

2021 Monthly Comparison



\* denotes Domestic Disturbance

3-Year Comparison



\* denotes Domestic Disturbance

# Domestic Violence Related Calls, (cont.)



\* Denotes Domestic Disturbance

# Threshold

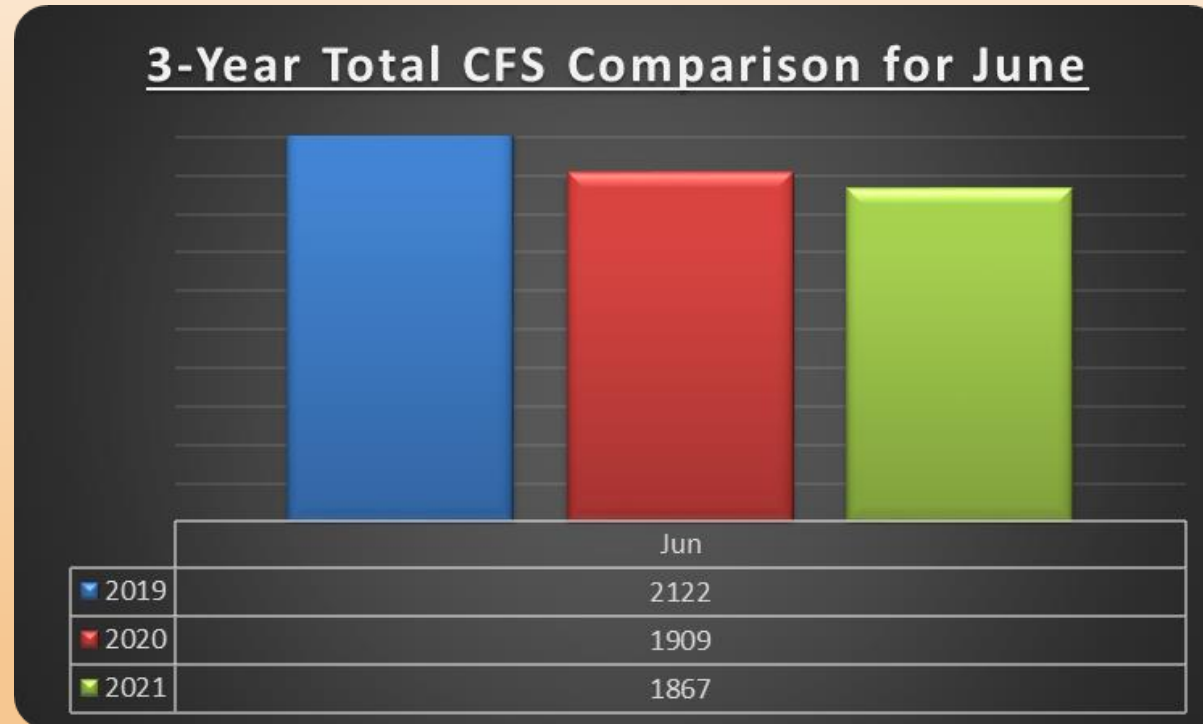
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	85	69-100	99	Normal
Traffic Stop	706	359-1053	313	Moderately Low
DWI	7	5-10	6	Normal
Robbery	2	0-3	1	Normal
Aggravated Assault	5	2-8	2	Moderately Low
Simple Assault	37	28-46	36	Normal
Burglary	8	4-12	8	Normal
Shoplifting	23	15-32	14	Moderately Low
Theft from Building	16	9-24	5	Moderately Low
Theft from MV	15	6-24	10	Normal
MV Theft	3	1-5	12	Normal
Vandalism	35	27-43	39	Normal
Possession	16	10-21	18	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	44	33-54	39	Normal
Property	117	92-142	91	Moderately Low

# Calls for Service 2019 thru 2021

YTD Calls for Service Breakdown  
2019 thru 2021

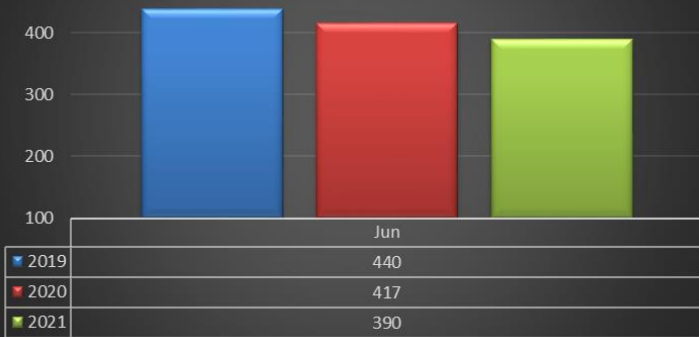


## 3-Year Calls for Service Comparison for June

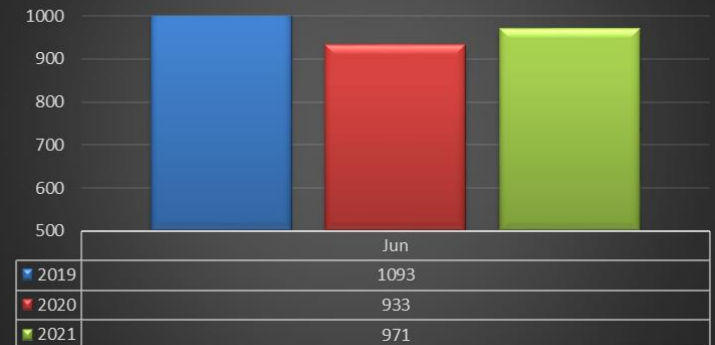


# Calls for Service by Priority

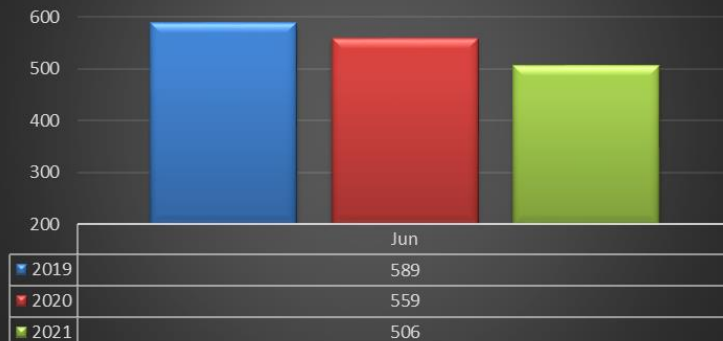
Priority 1 CFS 3-Year Comparison for June



Priority 2 CFS 3-Year Comparison for June



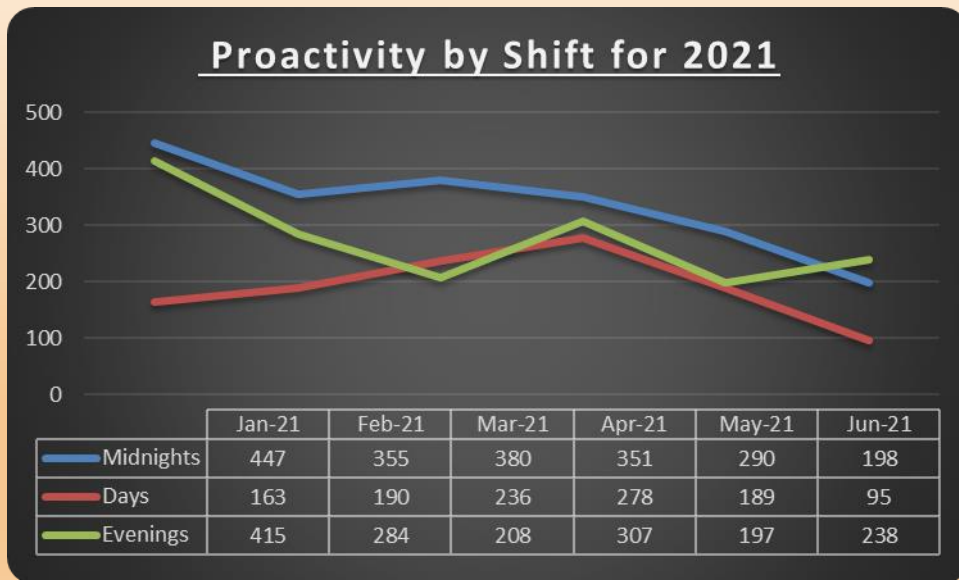
Priority 3 CFS 3-Year Comparison for June



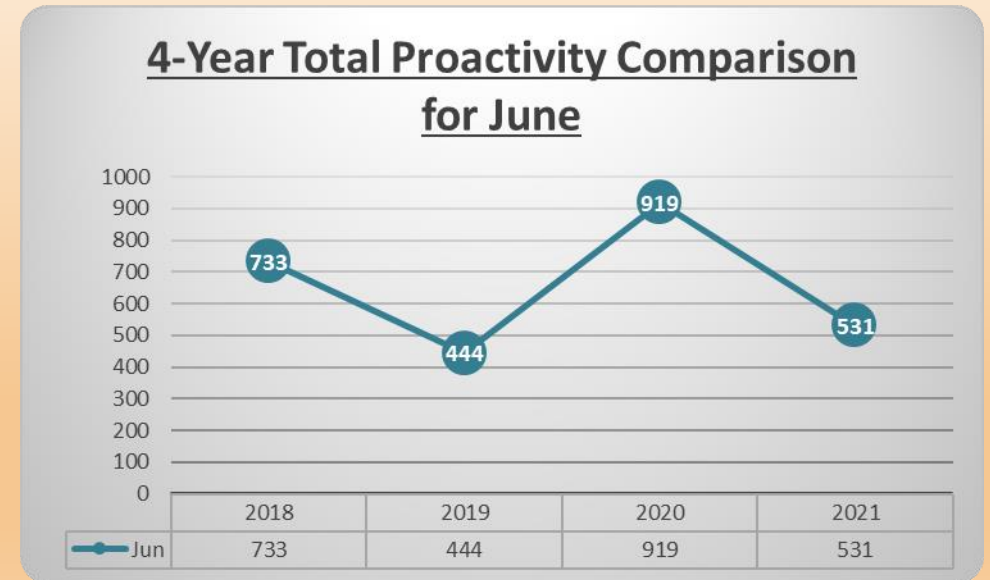


# Proactive Hours by Shift

## Proactivity by Shift for 2021



## 4-year Total Comparison for June





Flyingtigerantiques.com

**SUPPORT SERVICES DIVISION  
MONTHLY REPORT  
JULY 2021**

**INVESTIGATIVE SERVICES BUREAU (ISB):**

- 41 TOTAL CASES SENT TO ISB FROM PATROL OR DETECTIVE GENERATED
- 90 TOTAL CASES BEING INVESTIGATED CURRENTLY
- 8 cases presented at Grand Jury (Virtual)
- 8 true bills
- 10 phones analyzed with Cellebrite
- There were three ISB callouts during this reporting period
- 2 Evidence callouts
- 6 Polygraph examinations
- 8 Background investigations
- 2 Sexual offender compliance checks
- 0 Pawn shop compliance checks

**EVIDENCE:**

- Number of pieces taken in: 315
- Number of pieces returned: 29
- Number of pieces destroyed: 183

**COMMUNITY ENGAGEMENT OFFICER (CEO) and POP UNIT:**

- Officer Danie has been working on upcoming events.
  - 1) Working with the Rochester Main Street Board that he is on.
  - 2) Helped with the fireworks planning and attended the event itself
  - 3) Attended Crimeline meeting.
  - 4) Planning the RPBA & Crimeline Golf Tournament
  - 5) Worked with the Rec Dept and arranged for/gave tours of the Police Dept to various summer camp groups.
- Officer Danie continues to be involved with POP officers Robinson and Seager.
- Captain Pinkham, Sgt. Benjamin, Officer Danie, Officer Robinson, and Officer Seager also took part in the multi-agency proactive enforcement saturation patrol on July 15<sup>th</sup>. RPD combined efforts with NHSP between the hours of 4pm and midnight.
- In addition, both POP officers and the CEO have each assisted patrol during staffing shortages by working patrol overtime shifts. They are also each working a rotating one-week schedule in patrol.

**COMMUNICATION CENTER - DISPATCH:**

- Our newest hire has passed the background phase and began field training on 7/12. She comes to us with prior dispatch experience so we expect the training phase to go smoothly.
- Unfortunately our last trainee did not work out and we now have another open position within the Center that needs to be filled. The position has been posted for a few weeks and we are still accepting applications at this time.

- We are looking to collaborate with some fire training with the fire department on active fires for the dispatchers to gain more experience.

## **JUVENILE PROSECUTION/ SCHOOL RESOURCE OFFICERS/ EXPLORERS**

### **Juvenile Prosecution:**

New cases

Petitions: 63

Diversion: 7

CHINS: 0

1 = Show Cause/Case Status Hearing

0 = Emergency Placement AND/OR Arraignment

2= Arraignment (set for trial)

0 = Arraignments (resolved with a plea)

0 = Arraignment rescheduled, MTC, FTA

5 = Review hearings

7 = Violation hearings

4 = Trials resolved with a plea

1 = Trials either FTA or MTC

0 = Dispositional Hearing

Completed Investigation District Courts Cases: -

1 = Motions to Impose

2 = Motion to Bring case forward for Trial

Miscellaneous:

- 23 hours: doing District Court/Prosecution work typically done by an Administrative Assistant
- Met with Attorney regarding Juul case
- Deposed regarding Juul case
- Covered for Farmington PD Lt. Embery for Juvenile Court while he was on Vacation July 19-23

### **SRO highlights:**

- In the past Officer's Jackson and Porfido cycle back into Patrol for the summer, however this summer they will have limited time in Patrol due to other personal leave.
- Sgt. Deluca, due to his part time status, is off for the summer.

### **Explorer Post: Officer Jackson**

- The Post will be taking a break for the summer months and will resume during the school year in September.

## **DIVERSION PROGRAM/TEEN DRUG COURT**

- Staff will be presenting in August at the NH SRO Conference on Diversion and as part of a panel for the NH Probation Transformation team.
- Staff continues to work with the Strafford County Diversion Program and their new Coordinator, currently working on bringing in local volunteers for her community panels.
- Staff continues to work with the State-wide "NH Race and Equity LE/CJ Workgroup on developing appropriate and effective trainings around cultural diversity, awareness and anti-bias-

and reworking the RFP for a consultant to set up the anti-bias training given the “divisive environments” legislation.

- Staff prepped everything for NNO as we will be having a non-traditional event August 3<sup>rd</sup> in partnership with Fire and Rec, and Guyer Travel.
- Staff was deposed on the personal contacts in the Juul case.

### **HOUSING:**

- Officer Mundy and Officer Babine continue to spend a significant amount of time on foot beats and out of the cruiser time to speak with residents. Many issues that arise are resolved through conversation due to these foot beats.
- During the heat, the officers checked in on the air conditioned cooling locations in the community rooms to check on residents utilizing them.
- The two Officers have been working together to hand out stickers to children playing nice together, wearing helmets and helping their parents/others.
- They handed out two bicycle helmets
- There were 40 Police related calls for service at the housing properties. These were mostly related to an ongoing neighbor dispute at Cold Spring and calls for service regarding a dementia patient at Wyandotte.
- The housing officers completed 6 housing backgrounds for the month.

Respectfully Submitted,

Captain Todd Pinkham  
Support Services Division

**ADMINISTRATIVE MONTHLY REPORT**

**July 2021**

**Financial/Purchasing**

- With the start of the FY22 budget, we have been busy getting all of the yearly service fees processed and paid.
- In order to cover the state mandated increase in retirement costs to the city we needed to adjust the administrative fees we charge to vendors requesting outside details. For the past 10+ years, we have charged 33.11% to the contractual union detail rate to cover state retirement and Medicare contributions. In order to cover the increase the administrative fees we adjusted the fees to 36%.
- Radio Replacement Project- No major updates on the project. 2-Way will be on premise the first week of August installing the Z-Tron system for station alerting at the fire department, it will also integrate to their eDispatch system for firefighter notifications. They will also be installing some desktop units in the report room and sgts office as the radio signal and reception can be difficult.
- Mobile Dispatch Backup- No updates since last month, still waiting on Motorola equipment.
- During June, we had a cruiser accident that ultimately resulted in our insurance company totaling the cruiser due to the damage. I have signed over the title to the vehicle and we are waiting on the insurance check. I have been trying to find an unclaimed cruiser at a dealership, but have not had any luck. Based upon this I will be making a formal request with the finance department to have the insurance check deposited in our budget with the intention of ordering a third frontline vehicle instead of the original two we requested in the budget.
- There were several purchases of \$5000 or more which would require a signature from the commission this month. All of these were associated with beginning of the fiscal year processes.
- We currently have two vehicle bids, which are open for submissions until August 4<sup>th</sup> and will be opened on the 5<sup>th</sup>. These are for frontline cruisers and an animal control vehicle. We additionally have a backline vehicle purchase in the FY22 budget. I am currently waiting to see what the NH state bid options and pricing is going to be once they are released.
- With the body camera CIP project, we have hosted two demonstrations from two vendors. WatchGuard, which we already have our cruiser cameras through, and BodyWorn by Utility. We are currently waiting on pricing changes. I would like to move forward on this project as we move through August and be able to bring the program online before the end of 2021 if possible. Getting this smaller CIP project completed will allow me to turn focus to the building project that is going to require a great deal of time.

## **Training/Hiring**

- New officer recruits Moon and Gleason have now completed thirteen weeks of academy instruction. Both recruits are performing very well in the academy and have had no reported problems. Once graduated on August 20<sup>th</sup>, they will return to complete some remaining in house instruction before being placed into field training.
- Certified Officer Spencer Aube was released from field training and is now on solo patrol.
- With six new hires starting on August 2<sup>nd</sup>, Sgt. Cost has been developing their schedule for the in house training program. Due to our staffing levels, he has been working very hard on scheduling instructors when it will have the least amount of impact on shift staffing levels. All four of the non-certified recruits were registered and accepted to the next academy class.
- With the above item, Capt. Thomas has offered to start the planning and facilitating our next hiring process starting in August so Sgt. Cost can focus on the recruits.
- In June, we hosted a Taser Instructor Certification course and as part of the benefits of hosting a training, we were able to recertify Sgt. Cory Krochmal and certify Ofc. Tom Butcher as a new Taser instructor at no cost.
- Officers Aaron Garneau and Will Robinson attended a Glock handgun armorer's certification class. Both are now certified to inspect and repair our duty handguns.

Respectfully Submitted,  
Gary Boudreau  
Deputy Chief of Police



## **July 2021 Expense & Revenue Reports**



# MONTHLY REPORT - FINANCIALS



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CITY OF ROCHESTER  
JULY FINANCIALS

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FOR 2022 01

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 PD ADMINISTRATIVE SERVICES							
<a href="#">12010053 511001 SALARIES - FULL</a>	689,168.00	.00	689,168.00	53,020.28	.00	636,147.72	7.7%
<a href="#">12010053 511002 SALARIES - PART</a>	109,575.00	.00	109,575.00	8,432.60	.00	101,142.40	7.7%
<a href="#">12010053 511003 SALARIES - EARL</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 511004 SALARIES - HOLI</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 511005 SALARIES - OUTS</a>	210,000.00	.00	210,000.00	9,294.87	.00	200,705.13	4.4%
<a href="#">12010053 511099 SALARIES - ADJU</a>	30,638.00	.00	30,638.00	.00	.00	30,638.00	.0%
<a href="#">12010053 513001 OVERTIME - REGU</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 513002 OVERTIME - TRAI</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 513004 OVERTIME GRANT</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 514000 EDUCATION INCEN</a>	9,000.00	.00	9,000.00	692.28	.00	8,307.72	7.7%
<a href="#">12010053 516000 LONGEVITY</a>	3,550.00	.00	3,550.00	.00	.00	3,550.00	.0%
<a href="#">12010053 521100 HEALTH INSURANC</a>	69,896.00	.00	69,896.00	5,744.78	.00	64,151.22	8.2%
<a href="#">12010053 521200 DENTAL INSURANC</a>	1,670.00	.00	1,670.00	139.16	.00	1,530.84	8.3%
<a href="#">12010053 521300 LIFE INSURANCE</a>	1,441.00	.00	1,441.00	130.23	.00	1,310.77	9.0%
<a href="#">12010053 522000 SOCIAL SECURITY</a>	14,849.00	.00	14,849.00	1,003.68	.00	13,845.32	6.8%
<a href="#">12010053 523000 RETIREMENT CONT</a>	314,300.00	.00	314,300.00	18,753.20	.00	295,546.80	6.0%
<a href="#">12010053 523300 RETIREMENT STAT</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 525000 UNEMPLOYMENT CO</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 526000 WORKERS' COMPEN</a>	83,073.00	.00	83,073.00	.00	.00	83,073.00	.0%
<a href="#">12010053 528001 DISABILITY INSU</a>	3,899.00	.00	3,899.00	330.60	.00	3,568.40	8.5%
<a href="#">12010053 531002 STIPEND</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 532001 STAFF DEVELOPME</a>	19,351.00	.00	19,351.00	4,355.00	.00	14,996.00	22.5%
<a href="#">12010053 532200 CONTRACTED SERV</a>	75,780.00	.00	75,780.00	.00	75,698.00	82.00	99.9%
<a href="#">12010053 533003 PHOTO DEVELOPME</a>	300.00	.00	300.00	.00	.00	300.00	.0%
<a href="#">12010053 533004 MEDICAL SERVICE</a>	12,035.00	.00	12,035.00	.00	7,308.00	4,727.00	60.7%
<a href="#">12010053 533005 ANIMAL DISPOSAL</a>	1,000.00	.00	1,000.00	.00	750.00	250.00	75.0%
<a href="#">12010053 533009 LEGAL</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 533010 LABOR NEGOTIATI</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 533011 ANIMAL BOARDING</a>	4,000.00	.00	4,000.00	.00	2,500.00	1,500.00	62.5%
<a href="#">12010053 534001 STATE FEE COMPU</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 541100 WATER/SEWAGE</a>	3,602.00	.00	3,602.00	.00	3,000.00	602.00	83.3%
<a href="#">12010053 543001 VEHICLES MAINT</a>	35,000.00	.00	35,000.00	586.79	7,213.21	27,200.00	22.3%
<a href="#">12010053 543002 EQUIPMENT MAINT</a>	66,327.00	.00	66,327.00	18,863.16	30,273.44	17,190.40	74.1%
<a href="#">12010053 543500 INSURANCE CLAIM</a>	5,000.00	.00	5,000.00	.00	.00	5,000.00	.0%
<a href="#">12010053 544200 RENTAL OF EQUIP</a>	400.00	.00	400.00	.00	400.00	.00	100.0%
<a href="#">12010053 544500 LEASE COPIER/PR</a>	12,468.00	.00	12,468.00	12,205.47	.00	262.53	97.9%
<a href="#">12010053 544900 RENTAL OF OTHER</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12010053 552001 FLEET INSURANCE</a>	10,796.00	.00	10,796.00	.00	.00	10,796.00	.0%
<a href="#">12010053 552002 PROPERTY INSURA</a>	4,240.00	.00	4,240.00	.00	.00	4,240.00	.0%
<a href="#">12010053 552003 GENERAL LIABILIT</a>	26,664.00	.00	26,664.00	.00	.00	26,664.00	.0%

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CITY OF ROCHESTER  
JULY FINANCIALS

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FOR 2022 01

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053	552004 OFFICERS LIABIL	43,851.00	.00	43,851.00	.00	.00	43,851.00	.0%
12010053	553000 COMMUNICATIONS	41,443.00	.00	41,443.00	.00	.00	41,443.00	.0%
12010053	553400 POSTAGE FEES	8,050.00	.00	8,050.00	.00	.00	8,050.00	.0%
12010053	554000 ADVERTISING	1,500.00	.00	1,500.00	.00	.00	1,500.00	.0%
12010053	555000 PRINTING AND BI	4,000.00	.00	4,000.00	238.13	.00	3,761.87	6.0%
12010053	556000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12010053	558000 TRAVEL	6,100.00	.00	6,100.00	.00	.00	6,100.00	.0%
12010053	561003 OFFICE SUPPLIES	5,473.00	.00	5,473.00	.00	.00	5,473.00	.0%
12010053	561005 PUBLICATIONS	2,250.00	.00	2,250.00	.00	199.50	2,050.50	8.9%
12010053	561006 AMMUNITION	25,974.00	.00	25,974.00	1,000.00	.00	24,974.00	3.9%
12010053	561008 VEHICLE SUPPLIE	11,030.00	.00	11,030.00	1,370.00	17.97	9,642.03	12.6%
12010053	561009 TRAINING MATERI	350.00	.00	350.00	.00	.00	350.00	.0%
12010053	561010 CLOTHING	65,500.00	.00	65,500.00	120.00	7,996.00	57,384.00	12.4%
12010053	561032 OTHER OPERATION	16,885.00	.00	16,885.00	.00	2,091.21	14,793.79	12.4%
12010053	562200 ELECTRICITY	59,000.00	.00	59,000.00	.00	58,992.00	8.00	100.0%
12010053	562400 HEATING FUEL	8,500.00	.00	8,500.00	.00	7,400.00	1,100.00	87.1%
12010053	562600 VEHICLE FUEL	77,549.00	.00	77,549.00	.00	.00	77,549.00	.0%
12010053	573200 NEW VEHICLES	.00	.00	.00	.00	.00	.00	.0%
12010053	573401 ADMIN EQUIPMENT	1,500.00	.00	1,500.00	.00	150.00	1,350.00	10.0%
12010053	573900 OTHER EQUIPMENT	16,354.00	.00	16,354.00	.00	6,653.12	9,700.88	40.7%
12010053	581000 DUES AND FEES	2,920.00	.00	2,920.00	200.00	1,360.00	1,360.00	53.4%
12010053	581100 DONATION EXPEND	.00	.00	.00	.00	.00	.00	.0%
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	.00	198.02	15,551.98	1.3%
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		2,232,001.00	.00	2,232,001.00	136,480.23	212,200.47	1,883,320.30	15.6%
12012453 PD PATROL SERVICES								
12012453	511001 SALARIES - FULL	3,476,575.00	.00	3,476,575.00	213,299.26	.00	3,263,275.74	6.1%

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JULY FINANCIALS

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ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012453	511002 SALARIES - PART	51,923.00	.00	51,923.00	4,964.41	.00	46,958.59	9.6%
12012453	511003 SALARIES - EARL	107,458.00	.00	107,458.00	4,229.88	.00	103,228.12	3.9%
12012453	511004 SALARIES - HOLI	156,385.00	.00	156,385.00	4,414.37	.00	151,970.63	2.8%
12012453	511099 SALARIES - ADJU	1,765.00	.00	1,765.00	.00	.00	1,765.00	.0%
12012453	513001 OVERTIME - REGU	108,546.00	.00	108,546.00	15,736.60	.00	92,809.40	14.5%
12012453	513002 OVERTIME - TRAI	28,940.00	.00	28,940.00	2,307.13	.00	26,632.87	8.0%
12012453	513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12012453	514000 EDUCATION INCEN	17,000.00	.00	17,000.00	1,153.80	.00	15,846.20	6.8%
12012453	515001 ON CALL	7,800.00	.00	7,800.00	500.00	.00	7,300.00	6.4%
12012453	516000 LONGEVITY	14,000.00	.00	14,000.00	.00	.00	14,000.00	.0%
12012453	521100 HEALTH INSURANC	508,457.00	.00	508,457.00	31,666.00	.00	476,791.00	6.2%
12012453	521200 DENTAL INSURANC	12,630.00	.00	12,630.00	835.00	.00	11,795.00	6.6%
12012453	521300 LIFE INSURANCE	2,722.00	.00	2,722.00	194.58	.00	2,527.42	7.1%
12012453	522000 SOCIAL SECURITY	55,315.00	.00	55,315.00	3,439.82	.00	51,875.18	6.2%
12012453	523000 RETIREMENT CONT	1,310,946.00	.00	1,310,946.00	80,277.69	.00	1,230,668.31	6.1%
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	.00	.00	.00	.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	556000 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		5,860,462.00	.00	5,860,462.00	363,018.54	.00	5,497,443.46	6.2%



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ACCOUNTS FOR: 1000	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<a href="#">12012553</a>	<a href="#">573900</a>							
	OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12012553</a>	<a href="#">581000</a>							
	DUES AND FEES	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12012553</a>	<a href="#">589007</a>							
	CITY WIDE PROGR	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD SUPPORT SERVICES		490,534.00	.00	490,534.00	31,643.81	.00	458,890.19	6.5%
TOTAL GENERAL FUND		8,582,997.00	.00	8,582,997.00	531,142.58	212,200.47	7,839,653.95	8.7%
TOTAL EXPENSES		8,582,997.00	.00	8,582,997.00	531,142.58	212,200.47	7,839,653.95	

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rhonda.young

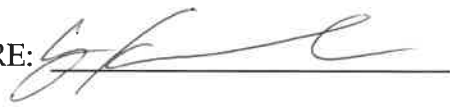


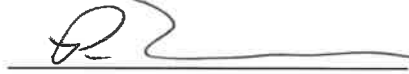

CITY OF ROCHESTER  
JULY FINANCIALS

P 6  
glytdbud

FOR 2022 01

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	8,582,997.00	.00	8,582,997.00	531,142.58	212,200.47	7,839,653.95	8.7%

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

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Eric Bilodeau		DATE: 05-29-21 TIME:
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 Bilodeau was thanked for his thoughtfulness and kindness when serving a summons.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Good job Eric! Keep up the good work.  SIGNATURE:  DATE: 6-1-21		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Eric - Thank you for your professionalism! Forward to eval file.</i>  SIGNATURE:  DATE: 6/1/21		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Thank you for your professionalism</i>  SIGNATURE:  DATE: 6-1-21		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice job Eric!</i>  SIGNATURE:  DATE: 6-2-21		
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:  DATE: 06/04/2021		

## Cory Krochmal

---

**From:** Ellen Spicer  
**Sent:** Sunday, May 30, 2021 7:57 AM  
**To:** Cory Krochmal; Jeremy Aucoin  
**Cc:** Eric Bilodeau  
**Subject:** Appreciation Call

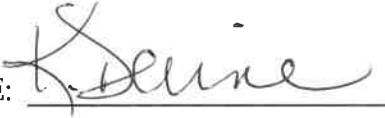



Good morning!

██████████ called in and wanted to say that Eric Bilodeau came and served her and her daughter summons due to shooting off fireworks last night 5/29/21. She wanted to make sure his supervisors knew how kind and thoughtful he was and how much she appreciated him doing his job. Kudos Eric!

*Ellen C. Spicer*

Rochester Emergency Communications  
Police, Fire and EMS  
23 Wakefield Street  
Rochester, NH 03867  
603-330-7128  
603-330-7159 fax  
[Ellen.Spicer@rochesternh.net](mailto:Ellen.Spicer@rochesternh.net)



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Michelle Kochanowicz		DATE: 6/1/2021 TIME: 0911
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> : Sgt Krochmal would like to commend Michelle on her work with a welfare check and locating the male through other means than a ping and having a successful outcome. See attached MEMO.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : forward to personnel folder.  SIGNATURE: <u></u> DATE: 6/1/21		
5. <u>COMMENTS/RECOMMENDATIONS OF SUPPORT COMMANDER</u> : Great work Michelle! Keep up the good work! Forward to Commission & add to eval file. SIGNATURE: <u></u> DATE: 6-1-21		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : Great work Michelle!  SIGNATURE: <u></u> DATE: 6-1-21		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : Nice work Michelle! SIGNATURE: <u></u> DATE: 6-2-21		
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>Michelle Kochanowicz</u> DATE: 2021-06-04		



# ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127  
FAX (603) 330-7159  
[www.rochesterpd.org](http://www.rochesterpd.org)

*"Dedication, Pride, Integrity"*

POLICE COMMISSION

DEREK J. PETERS  
*Chairman*  
DAVID R. STEVENS  
*Vice Chairman*  
LISA M. STANLEY  
*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*



To: Keri Devine  
Re: 21-987-AR  
05-29-2021

I would like thank Communication Specialists Ellen Spicer and Michelle Kochanowicz for their work on 21-987-AR

We were sent for a welfare check on a person who had sent messages saying he was going to end his life. We attempted contact at his home and there was no answer. We received a "ping" of his cell phone and it showed a location within the city but out of range where the person lived. We all left the persons home to go and check the area with in the "ping". Communication Specialist Spicer shortly requested that I call in and speak with her. I was told that she was looking up incidents involving the male and saw a report stating that the phone number we had for him was no longer his number.

Due to their initiative and insight on this, we quickly returned to the home, forced entry and located the male in his bed.

I appreciate both Communication Specialists Ellen Spicer and Michelle Kochanowicz work behind the scene on this incident

Thank you.

  
Sergeant  
Cory Krochmal





PAUL R. TOUSSAINT  
*Chief of Police*

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Re: 21-987-AR  
05-29-2021


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Due to their initiative and insight on this, we quickly returned to the home, forced entry and located the male in his bed.

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Thank you.

  
Sergeant  
Cory Krochmal

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Robinson, William		DATE: 6/21/21 TIME: 1315
2. <u>TYPE OF ENTRY</u> ___ RECOMMENDATION                     ___ COUNSELING ___ TRAINING INTERVIEW                     ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP                     ___ <u>X</u> OTHER		
3. <u>NARRATIVE</u> : Officer William Robinson displayed his dedication to service and went above and beyond his duties to ensure both a young child and his father were not traumatized by a law enforcement contact. See attached memorandum.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> :  Commendation for his dedication to community policing. See attached memorandums.  SIGNATURE: <u></u> DATE: 6.21.21		
5. <u>COMMENTS / RECOMMENDATIONS OF <del>PATROL</del> COMMANDER</u> : Great job Will! Hope with this <sup>SUPPORT</sup> will help w/ any future interactions w/ Police. Place in eval r/c & forward to Commission  SIGNATURE: <u></u> DATE: 6.24.21		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : Great job! Thank you for your compassion and service.  SIGNATURE: <u></u> DATE: 6-28-21		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : Nice work Will!  SIGNATURE: <u></u> DATE: 7-2-21		

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: 7/5/21

# Memo

**To:** Sgt Benjamin  
**From:** William Robinson  
**Date:** June 18, 2021  
**Re:** Good Conduct

---

Dear Sgt Benjamin,

I am writing this memo to inform you of an action Officer Seager took on 06/17/2021. Officer Seager and I were arresting a male on a capias warrant, who had his five year old son with him. The son was placed in custody of a third-party. Prior to arresting the subject, Officer Seager took the child into AutoZone and bought the child candy so that the child would not see his father being arrested. Officer Seager went above the scope of his duties to assist both the child and father.

Respectfully,



Officer William Robinson



PAUL R. TOUSSAINT  
*Chief of Police*

## ROCHESTER POLICE DEPARTMENT

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*Vice Chairman*  
LISA M. STANLEY  
*Commissioner*



Captain Pinkham,

This afternoon I was made aware of two officer's actions that both went beyond the call of service and illustrated Officer Seager and Officer Robinson's commitment to community policing.

On June 17, 2021 Officer Seager and Officer Robinson were proactively patrolling and identified a male wanted for a Strafford County capias arrest warrant with a \$100 cash bail set. The wanted subject had his 5 year old son with him and informed the officers he could not come up with the money required to be released on bail.

Both Officer Seager and Officer Robinson realized the event could be traumatic for both the 5 year old and the wanted subject. Both officers coordinated to make sure the young child did not witness the event. Officer Seager brought the boy inside and purchased him some candy with his father's permission. While Officer Seager kept the boy preoccupied inside the store, Officer Robinson took the wanted subject into custody outside the view of the boy. Officers ensured a third party, requested by the wanted subject, came to take custody of the child so the transition would be the least disruptive possible (21-1120-AR).

Officer Robinson took it upon himself to write a memorandum praising Officer Seager's actions, but I believe Officer Robinson should also be recognized as this would not have been possible without both officers on the same page agreeing to this humanistic approach to enforcing the law. These acts of kindness happen frequently by our police officers, but are often overlooked. These are the qualities we want in our police officers and their actions encourage community trust and build upon our community policing mission.

Respectfully,

Sergeant Jacob Benjamin



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Seager, Thomas		DATE: 6/21/21 TIME: 1315
2. <u>TYPE OF ENTRY</u> ___ RECOMMENDATION                    ___ COUNSELING ___ TRAINING INTERVIEW                    ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP <u> X </u> OTHER		
3. <u>NARRATIVE</u> : Officer Thomas Seager displayed his dedication to service and went above and beyond his duties to ensure both a young child and his father were not traumatized by a law enforcement contact. See attached memorandum.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> :  Commendation for his dedication to community policing. See attached memorandums.  SIGNATURE: <u><i>James A Benjamin</i></u> DATE: <u>6.21.21</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF <del>PATROL</del> COMMANDER</u> : <i>Great job Tom! Things like this can go a long way in the future for this child. Place in eval file + Award to Commission.</i> <i>SUPPORT</i>  SIGNATURE: <u><i>Joshua</i></u> DATE: <u>6.24.21</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Thank you for your compassion and going above</i>  SIGNATURE: <u><i>CPD</i></u> DATE: <u>6-28-21</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Tom!</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>7-2-21</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:

A handwritten signature in cursive script, appearing to read "Thomas J. [unclear]". The signature is written in black ink and is positioned over a horizontal line.

DATE:

# Memo

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**From:** William Robinson  
**Date:** June 18, 2021  
**Re:** Good Conduct

---

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Respectfully,



Officer William Robinson



PAUL R. TOUSSAINT  
*Chief of Police*

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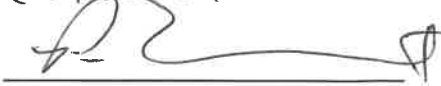
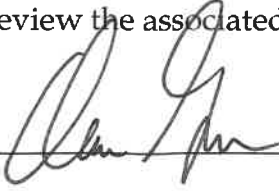
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Respectfully,





Sergeant Jacob Benjamin

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Aaron Garneau		DATE: July 8, 2021 TIME: 0800
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 type="checkbox"/> OTHER		
3. <u>NARRATIVE:</u> Officer Garneau received a "Thank you" note from a victim he assisted with an investigation thanking him for the positive outcome to the investigation and that she would not have had the positive results that she got without his help.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Submitted for review.  Nice job Aaron keep up the good work! SIGNATURE: <u> Lt. Jeremy F. Aucoin</u> DATE: <u>7/8/21</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Nice work Aaron!! Forward to eval file.</i>  SIGNATURE: <u></u> DATE: <u>7-9-21</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Great work Aaron!</i>  SIGNATURE: <u></u> DATE: <u>7/9/21</u>		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Aaron!</i> SIGNATURE: <u></u> DATE: <u>7-9-21</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></u> DATE: <u>7/14/21</u>		

6/27/21

Dear Officer Spangher -

I have been mean to send you a thank you note for the month you I wanted to write to you to thank you for your help and assistance in the recovery of my money after the unfortunate swap of a [redacted] pad stylus/pen. I contacted the guy and he gave me my money back! If I am sure he would have totally disappeared had you not intervened. It was a small amount to most people but for me it was a lot. I am so grateful and appreciate of your help. Thank you for your service.

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Govoni, Adam		DATE: 7.19.2021 TIME: 1700
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> : Detective Govoni is recognized for interacting with juveniles in a positive manner.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Thank you for helping build a community within our city.  SIGNATURE: <u></u> DATE: <u>7.19.2021</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF <del>PATROL</del> COMMANDER</u> : MS has nothing on you! Keep up the good work! Add to personnel <sup>SUPPORT</sup> folder, forward to Commission.  SIGNATURE: <u></u> DATE: <u>7.21.21</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : Great job Adam, keep practicing and working on your jumpshot! Thanks you for going the extra step  SIGNATURE: <u></u> DATE: <u>7-22-21</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : Nice work Adam!  SIGNATURE: <u></u> DATE: <u>7-22-21</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: Alan Com- DATE: 7-26-71





*City of Rochester, New Hampshire*  
23 Wakefield Street . Rochester, NH 03867  
603-330-7128  
[www.rochesterpd.org](http://www.rochesterpd.org)



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**INTEROFFICE MEMORANDUM**

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**TO:** CAPTAIN PINKHAM  
**FROM:** Lieutenant Swanberry  
**DATE:** July 19, 2021  
**SUBJECT:** Officer Recognition  
**CC:**

---

Captain Pinkham,

On July 10, 2021, Detective Jacob Garstin and Detective Adam Govoni voluntarily worked the fireworks detail, dressed in full patrol uniform. During their roving patrols, which included the basketball courts, they stopped to play basketball with some juveniles. A citizen video recorded part of the game and posted it online. Comments from others praised the officers and our agency.

I am requesting that the efforts of these officers be recognized in their evaluation files, as their actions not only benefited the juveniles the interacted with, but also reflected highly on the agency and community.

Respectfully,

Andrew Swanberry

Lieutenant