

ROCHESTER, NH
POLICE COMMISSION - AGENDA
April 3, 2024 7:00 P.M.
CITY HALL – COUNCIL CHAMBERS

1. CALL TO ORDER

- A. Pledge
- B. Opening Prayer
- C. Remote Participation Statement – Comm. Bogan
- D. Roll Call by the Clerk

2. PUBLIC COMMENT

3. ACCEPTANCE OF MINUTES:

- A. March 6, 2024

4. OLD AND UNFINISHED BUSINESS:

- A. Any Unfinished Business

5. NEW BUSINESS:

- A. Oath Of Office
 - 1. Officer Johnson promoted to Sergeant
 - 2. Officer Smith promoted to Sergeant
 - 2. Officer Rummo promoted to Sergeant
- B. Award and Recognition
 - 1. Det. James Murphy – 20 years
- C. Accept Resignations
 - 1. Officer Elaina Woodill
- D. Job Description; New: POLICE RECRUITMENT AND OUTREACH
- E. Monthly Reports
 - 1). Operations
 - 2.) Administration
- F. Other

6. CORRESPONDENCE

- A. Off. Bibeau is recognized for quick and decisive action for an unresponsive motorist.
- B. Det. Johnson and Det. Livingstone are thanked by Farmington PD for their assist with a motor vehicle accident.

7. INFORMATION:

- A. Information Other; enclosed with Agenda: Any discussion.
- B. Other

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

- A. RSA 91-A:3 (II-a) Personnel
- B. RSA 91-A:3 (II-e) Legal

Police Commission Meeting

April 3, 2024

5. Meeting Electronically (RSA 91-A:2, III)

Pursuant to RSA 91-A:2, III Commissioner Bogan is participating in this meeting remotely. Do the majority of the members approve of the remote participation?

(Yes)

Commissioner Bogan is your attendance in person reasonably impractical?

(Yes)

As your attendance is not practical, what is the stated reason for the clerk to put in the minutes?

(Presently out of State)

Comm. Bogan please state any other persons present in your location for which you are accessing this meeting?

(No one persons are present)

Any motions shall be done by roll call vote.

Clerk will call the roll

Comm. Stevens, Comm. Larochelle, Comm. Bogan



**Rochester Police Commission
Rochester, NH 03867**

David R. Stevens, Commissioner
Donna M. Bogan, Commissioner
John H. Larochelle, Commissioner

MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting on Wednesday, March 6, 2024 at 7:00 P.M. in City Hall, Council Chambers. Participants in this meeting: Comm. Stevens, Comm. Bogan (by remote feed), Comm. Larochelle, Chief Boudreau, Dep. Chief Swanberry, Capt. Aucoin, Chaplain Cilley, and Secretary Warburton.

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

A. Meeting Electronically (RSA 91-A:2, III)

Pursuant to RSA 91-A:2, III Commissioner Bogan is participating in this meeting remotely. Do the majority of the members approve of the remote participation? (Yes)

Commissioner Bogan is your attendance in person reasonably impractical? (Yes)

As your attendance is not practical, what is the stated reason for the clerk to put in the minutes? (Presently out of State)

Comm. Bogan please state any other persons present in your location for which you are accessing this meeting? (No one persons are present)

Any motions shall be done by roll call vote.

B. Roll Call. The clerk called the roll marking Comm. Stevens, Comm. Bogan (by remote feed) and Comm. Larochelle present.

C. All participated in the pledge of allegiance.

D. Chaplain Cilley led us in prayer.

2. PUBLIC COMMENT: No public comment.

3. ACCEPTANCE OF MINUTES:

A. February 7, 2024.

Comm. Larochelle MOVED to accept the minutes of the February 7, 2024 meeting as written. Comm. Bogan SECONDED the motion. The motion to accept the minutes as presented PASSED by roll call vote Comm. Larochelle, – yes, Comm. Bogan – yes, Comm. Stevens – yes.

4. OLD AND UNFINISHED BUSINESS:

A. Policy Update: 81.1.1.2 NCIC ENTRY AND REMOVAL: Second Reading. This policy is updated as part of a recent NCIC audit. Second reading for adoption.

Comm. Larochelle MOVED to accept the updated policy in second reading 81.1.1.2 NCIC ENTRY AND REMOVAL. Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote Comm. Larochelle, – yes, Comm. Bogan – yes, Comm. Stevens – yes.

5. NEW BUSINESS:

A. Accept Retirement Intent: Lieutenant Anthony Bossi

Comm. Stevens noted that Lt. Bossi has served 23.5 years, all with Rochester. We are happy for him in his retirement, but unhappy he is leaving us. He has been an asset to this organization. We wish him the best of luck and thank him for his service to the citizens of the City of Rochester.

Comm. Larochelle MOVED to accept, with regret, the retirement notice of Lt. Anthony Bossi. Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote Comm. Larochelle, – yes, Comm. Bogan – yes, Comm. Stevens – yes.

B. Accept Resignation

1. Officer Zachary Masse

Comm. Larochelle MOVED to accept, with regret, the resignation of Officer Zachary Masse. Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote Comm. Larochelle, – yes, Comm. Bogan – yes, Comm. Stevens – yes.

C. Job Description: Uniformed Police Officer – Update.

Chief Boudreau stated this addition is part of contract negotiations, where we created a master patrol designation in the pay structure. We needed to put the qualifications for that, and the job description seemed the best place. Once an officer reaches ten years, plus other criteria, you can petition the Chief for the increased pay grade. This is effective July 1, 2024.

How many officers will meet this?

Chief Boudreau replied, ten right away, and a couple of additional officers further into the fiscal year.

Comm. Stevens asked if you are in the investigations bureau and have over ten years can you apply?

Chief Boudreau said yes you can.

Comm. Larochelle MOVED to approve the job description for uniformed police officer, as amended. Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote Comm. Larochelle, – yes, Comm. Bogan – yes, Comm. Stevens – yes.

D. Monthly Reports

1). Operations. Capt. Aucoin noted that with the retirement of Lt. Bossi, Lt. Miehle will be the liaison for the Rental Property Owner's Association.

The Honor Guard is set to present the flag detail at the CHaD (Children's Hospital at Dartmouth) Battle of the Badges Hockey Game in Manchester. We usually have at least one officer skating representing Rochester, but this year, we do not. We have done the detail for this since 2016.

Officer Kimbrough and Officer Rummo have been actively working on job fairs to fill patrol positions. We have printed flyers and have a QR Code for more information. We attended one recently at UNH.

Communications is actively working to fill all open positions. We have one in training, one starting next month and another person in background, with a conditional offer extended. If all four are successful it will leave us with one open position.

Chief Boudreau added that in the packet he included two different sets of numbers for incident comparative report for Jan and Feb by the CFS classifications. January had 2315 calls, and February had 2396 calls, which is up 3.49%. We are really just starting to get and pull data from CSI since the switch over, and are still learning the software and backend features. This outlines some of the volume of work the officers are doing. I plan to share this with the Council as well.

2.) Administration: Dep. Chief Swanberry stated that we have been meeting with engineers and design on the dispatch expansion to the third floor, which opens up space on the first floor. Officers and staff have viewed preliminary plans. We want to make sure in the remodel it is done right.

We had one purchase over \$5,000. This was for the first aid kits purchased for the officers. This is a bit more robust than a standard first aid kit. These were purchased with JAG grant funds.

Comm. Stevens asked if there was Narcan in that kit.

Dep. Chief Swanberry said there is not. The Narcan is part of a different medical bag in the cruisers for use for citizens needing aid.

Officer McCann and Officer Adams completed field training and were released to solo patrol.

Other notable training completed this period included "Field Training Officer Update", "Instructor Development", Personal and Professional Breakthroughs for Police Officers", "Firearms Instructor Recertification", "Camp Resilience Retreat for First Responders", And mandatory "Ethics, De-Escalation and Implicit Bias", and "Prioritizing Officer Mental Health Wellness and Resilience." Two dispatchers attended the NH Emergency Dispatch Training which covered handling calls for the blind and deaf. They brought resources to share back to the Department.

6. CORRESPONDENCE:

The following correspondence was received this period: Sgt. Alexander and Officer Garneau are thanked by a resident for their assistance in locating an elderly, vulnerable adult who wandered away from the home.

7. INFORMATION:

Chief Boudreau congratulated the Spaulding High Hockey team on their win this evening over Dover in the semi-finals. The team advances to the finals on Saturday March 9.

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

Commissioner Larochelle MOVED to enter a non public session at 7:16 P.M. pursuant to RSA 91-A:3, paragraph II, section A (personnel) and section E (legal). Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote Comm. Larochelle – yes, Comm. Bogan – yes, Comm. Stevens – yes.

The non-public session closed at 7:43 P.M. on a MOTION by Comm. Larochelle. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote. Comm. Bogan – yes, Comm. Larochelle – yes, Comm. Stevens – yes.

9. MISCELLANEOUS:

Comm. Larochelle MOVED to accept the evaluations top of grade for Officer Flathers, Officer Murphy, Officer Gantert and Officer Kimbrough and to grant merit track advancements for Officer Babine, Officer Moon, Officer Crawford, Officer Gleason, and Officer Kimball. Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote. Comm. Bogan – yes, Comm. Larochelle – yes, Comm. Stevens – yes.

10. ADJOURNMENT:

Comm. Stevens MOVED to adjourn. SECOND by Comm. Bogan The motion PASSED by roll call vote. Comm. Bogan – yes, Comm. Larochelle – yes, Comm. Stevens – yes. The meeting adjourned at 7:44 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
www.rochesterpd.org

"Dedication, Pride, Integrity"

POLICE COMMISSION

DAVID R. STEVENS
Commissioner
DONNA M. BOGAN
Commissioner
JOHN H. LAROCHELLE
Commissioner

GARY M. BOUDREAU
Chief of Police



April 3, 2024

I, **Hattie Johnson** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a **Sergeant** 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.

Hattie Johnson

STATE OF NEW HAMPSHIRE

STRAFFORD, SS:

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

Before me

Rebecca J. Warburton
Justice of the Peace



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GARY M. BOUDREAU
Chief of Police



April 3, 2024

I, **Randy Smith** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a **Sergeant** 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.

Randy Smith

STATE OF NEW HAMPSHIRE

STRAFFORD, SS:

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

Before me

Rebecca J. Warburton
Justice of the Peace



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Commissioner
JOHN H. LAROCHELLE
Commissioner

GARY M. BOUDREAU
Chief of Police



April 3, 2024

I, **Timothy Rummo** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a **Sergeant** 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.

Timothy Rummo

STATE OF NEW HAMPSHIRE

STRAFFORD, SS:

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

Before me

Rebecca J. Warburton
Justice of the Peace

DETECTIVE JAMES R. MURPHY

20 YEARS OF SERVICE

MARCH 2004 – MARCH 2024



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DAVID R. STEVENS
Chairman
DONNA M. BOGAN
Vice-Chairman
JOHN H. LAROCHELLE
Commissioner



GARY M. BOUDREAU
Chief of Police

March 21, 2024

Dear Chief Boudreau,

Please accept this letter as my resignation from the Rochester Police Department effective Friday March 22nd, 2024. Over the past three months it has been a privilege to work with this department. This decision has not been an easy one, but due to my recent injury and other personal considerations, I no longer wish to pursue my career as a police officer at this time. I want to express my gratitude for the opportunity to be a part of this department; it has truly been an honor. My last day will be Friday April 5th, 2024.

Thank you,

Elaina Woodill

CB
3-22-24



**POLICE RECRUITMENT AND OUTREACH
ASSIGNMENT RESPONSIBILITIES
(A TEMPORARY ASSIGNMENT)**

DISCUSSION

The following outlines the duties and responsibilities for the assignment of **POLICE RECRUITMENT & OUTREACH OFFICER**. This is a temporary assignment. The selected officer will serve at the discretion of the Chief of Police for a period of time not to exceed 3-4 years from the date of assignment. The assignment period may be extended at the discretion of the Chief of Police.

FUNCTION OF JOB

The Recruitment/Outreach Officer shall be responsible for recruitment efforts for both certified and uncertified candidates. The officer shall develop a recruitment strategy in conjunction with the administration. Be responsible for making contact with and developing contacts with post-secondary education institutions, military out processing programs to recruit candidates. Manage and develop the department's recruiting platforms, such as indeed, PoliceApp, etc., making contact with potential candidates and assisting them through the process. Maintain and develop content for the department's social media platforms such as Facebook, Instagram, X(formerly known as Twitter), etc. Perform law enforcement duties as needed by the agency, such as investigations, traffic control and a variety of other duties to preserve peace and order, while protecting life and property in the City of Rochester.

SUPERVISION RECEIVED:

Under the direct supervision of the Deputy Police Chief, or in their absence, the Police Chief.

EXAMPLES OF DUTIES:

A. Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.

1. Enforce all Federal and State Laws, Ordinances of the City of Rochester.
2. Maintain the full responsibilities that are outlined in the description for Uniformed Police Officer.
3. Completes duties and responsibilities when so assigned by the Chief of Police,

Rochester Police Department
Temp. Job Assignment Description: Recruitment & Outreach Officer

Deputy Police Chief or designee.

4. Keeps up to date on all new laws, law changes, and court decisions.
5. Respond quickly and professionally via email, phone, and video calling with prospective candidates.
6. Respond to indeed.com, PoliceApp inquires in a timely manner with prospective candidates through email and phone calls. Be able to identify potential new hiring, recruitment platforms.
7. Develop and maintain contacts with military recruiters and post military transition advisors.
8. Develop and maintain contact with college job placement centers/advisors.
9. Develop and maintain contacts with New England area colleges with criminal justice, justice studies, criminology programs, to recruit new candidates from.
10. Schedule and organize hiring interview boards and physical agility tests.
11. Perform background investigations for candidates as needed.
12. Create, develop content and post on the department's social media platforms to enhance our interactions with the public and potential candidates.
13. Participate in department community policing activities/programs to promote the agency.
14. Perform other such duties as designated by the Chief of Police and/or Deputy Police Chief.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

Thorough knowledge of Local, State and Federal Statues. Good working knowledge of state and federal court decisions. Thorough knowledge of Department Standard Operating Procedures and Rules & Regulations. Be able to clearly and concisely communicate with others. Ability to develop a professional network in order to develop potential candidates. Ability to obtain manage multiple social media platforms.

MINIMUM QUALIFICATIONS:

1. Full time certified police officer for the Rochester Police Department.

Rochester Police Department
Temp. Job Assignment Description: Recruitment & Outreach Officer

2. Possess a valid Motor Vehicle Operator's License.
3. Must have completed his/her probationary period.
4. Be able to communicate with others effectively and clearly.
5. Meet Rochester Police Department and State of New Hampshire required qualifications with issued weapon.
6. Complete any such training as deemed necessary by the Department.
7. Candidate will have or have the ability to certify as a NH PSTC physical fitness instructor.
8. Any other requirements as determined by the Chief of Police or his designee and/or the Rochester Police Commission.

REQUIRED LICENSES AND CERTIFICATIONS:

Must possess a valid motor vehicle operator's license. Must have appropriate certification or ability to receive certification as a Police Officer in New Hampshire from the New Hampshire Police Standards and Training Council. Must meet Rochester Police Department and State of New Hampshire requirements for qualification with Department issued weapons.

PHYSICAL EXERTION/ENVIRONMENTAL CONDITIONS:

Some physical effort is required in ultimately sitting, standing and walking while performing under generally good conditions but involving emotional stress and hazards of disability, or even death when pursuing those suspected of a crime, as well as performing duties under all types of climactic conditions.

APPROVED: GARY M. BOUDREAU
 CHIEF OF POLICE

Accepted by the Police Commission:
Revised:

Rochester Police Department
Temp. Job Assignment Description: Recruitment & Outreach Officer

**Patrol Division
Monthly Report
March 2024**

Rental Property Owners Association (RPOA):

Lt. Bossi attended his last RPOA meeting, due to pending retirement, where he introduced Lt. Miehle as the new liaison. No problems or issues were brought for Rochester.

Honor Guard:

The Honor Guard participated in the Children's Hospital at Dartmouth Hitchcock, C.H.aD. Battle of the Badges charity hockey game in Manchester where they displayed the colors for the opening ceremony. The event was held on March 10th, 2024.

The Honor Guard assisted with the retirement ceremony of Lt. Bossi on March 29, 2024. Lt. Bossi was a long-time member of the Honor Guard and the Commander of the Unit which oversaw all the training and setting up of these events that the Honor Guard participates in. Lt. Bossi leaves behind his mark with this unit as he oversaw the updating of the uniforms that are now worn by the Honor Guard members.

K-9:

Officer Hatch and K-9 Ripley have been utilized for two tracks this past month. One of the tracks involved someone fleeing from a vehicle. The second track was for an individual that took off into the woods. Officer Hatch and K-9 Ripley were able to push this person out of the woods during the track to awaiting Officers who subsequently arrested the person.

Officer Hatch and K-9 Ripley conducted some community policing, they were asked to introduce a child to K-9 Ripley so the child could meet a police canine.

Respectfully submitted,

Patrol Captain Jeremy F. Aucoin

ROCHESTER POLICE DEPARTMENT

Agency Activity Report

By CFS Classification

UP FROM FEB		
<i>Description</i>	<i>FEBRUARY Total Events</i>	<i>MARCH Total Events</i>
MURDER	0	0
RAPE	0	0
ROBBERY	1	0
AGGRAVATED ASSAULT	1	0
BURGLARY	4	2
THEFT	58	52
MV THEFT	5	5
SIMPLE ASSAULT	8	14
ARSON	0	0
FORGERY	0	0
FRAUD	20	11
EMBEZZLEMENT	0	0
STOLEN / REC PROPERTY	0	0
MALICIOUS MISCHIEF	19	13
WEAPONS	9	9
VICE PROSTITUTION	0	0
SEX OFFENSE ALL OTHERS	11	8
NARCOTIC DRUG LAWS	0	0
GAMBLING OFFENSES	0	0
FAMILY OFFENSE	33	30
DWI / DUI	7	15
LIQUOR LAWS	0	0
PUBLIC INTOXICATION / DRUNKENESS	0	0
DISORDERLY CONDUCT	30	29
ALL OTHER OFFENSES	141	123
MUNICIPAL CODE ENFORCEMENT	0	0
RUNAWAYS	3	4
NON CRIMINAL INCIDENTS	234	257
FIRE RELATED	10	21
SEARCH AND RESCUE	0	1
DEATHS / SUICIDES	1	1
LOST FOUND MISSING	24	30
MISSING PERSONS	2	0
ANIMAL COMPLAINTS	43	38
MV CRASH INVESTIGATIONS	91	96
TRAFFIC ENFORCEMENT	684	632
PARKING ENFORCEMENT	20	43
TRAFFIC RELATED SERVICE	68	55
TOWED VEHICLE	0	0
PUBLIC SERVICE	247	201
ASSISTING OTHER AGENCIES	33	41
SPECIAL UNIT ACTIVITY CODES	1	1
WARRANTS LOCAL	57	17
WARRANT TRACKING	0	0
CORRECTIONS	0	0
DEPARTMENTAL SERVICES	0	0
ADMINISTRATIVE DUTIES	784	683
Total:	2649	2432

**SUPPORT SERVICES DIVISION
MONTHLY REPORT
MARCH 2024**

INVESTIGATIVE SERVICES BUREAU (ISB):

- 20 TOTAL CASES SENT TO ISB FROM PATROL OR DETECTIVE GENERATED
- 72 TOTAL CASES BEING INVESTIGATED CURRENTLY
- There was 1 ISB callout during this reporting period
- 0 Evidence callouts
- 4 Background investigation (2 Police, 1 dispatch, 1 records)

Misc:

- Presented cases to the Grand Jury for indictment, Two SWAT Trainings during the month, ongoing PSTC required trainings, Det. Garstin Interview/Interrogation, Dept CPR training

COMMUNITY ENGAGEMENT OFFICER (CEO) and POP UNIT:

- Officer Kimbrough conducted extra patrols in the downtown.
- Officer Kimbrough conducted patrols with the POP Unit.
- Officer Kimbrough assisted patrol on calls for service.
- Officer Kimbrough taught an active shooter class to employees at Bank of New Hampshire and went over the department's robbery/bank alarm protocols.
- Officer Kimbrough attended a Tri-City homeless outreach meeting in Dover.
- Officer Kimbrough attended Explorer meetings.
- Officer Kimbrough attended a Crimeline meeting.
- Officer Kimbrough had a student from the Monarch School come to the station every Thursday for their "work program".
- Officer Kimbrough attended the Skate with a Cop event.
- Officer Kimbrough went around doing outreach and compliance checks with the homeless population.
- Officer Downs continued to visit the McClelland School as part of the Police/elementary school adopt a school initiative
- Officer Brinkman assisted Officer Kimbrough with assisting the SHS Senior class with washing cruisers for Community Service and giving a tour of the PD.
- Officers Brinkman and Downs read to students at Chamberlain School
- Officers Kimbrough, Brinkman and Downs attended Senior Breakfast at the Senior Center
- Officers Brinkman and Downs attended a pep rally at SHS to support the hockey team.

COMMUNICATION CENTER - DISPATCH:

- We had one full time dispatcher resign as well as the candidate we had in field training resigning
- We have a new candidate starting 4/1 and two others in background. We do have a conditional offer out to a potential candidate but that is on hold for medical reasons.
- Heather Stevens went to training at the beginning of March of Hostage Negotiations held at Laconia PD.

JUVENILE PROSECUTION/ SCHOOL RESOURCE OFFICERS/ EXPLORERS

Juvenile Prosecution:

New cases:

PETITIONS TO COURT: 10

PETITIONS TO DHHS: 84

CHINS: 0

CASES TO DIVERSION: 2

In addition to the normal case load work/review, preparation and court etc...

- 14 hours doing District Court/Prosecution work typically done by an Administrative Assistant
- 3/11 Cadet Academy meeting
- 3/20, 3/21, 3/26 covered adult video arraignments District Court

SRO highlights:

Elementary Schools:

- We do not have an SRO currently assigned, however we are employing the same “adopt a school” type program that we did last school year.

Middle School: Sgt. Deluca

- Attended the final Teen Night of the school year
- Worked with both Patrol and ISB regarding various cases
- Completed home visits with the Principal regarding troubled students
- Working with DCYF regarding new program “Community Navigation”
- Was interviewed by several students for their journalism class
- Assisted SAU regarding school video cameras and vender
- Assisted SAU with proposal for new school radios
- Completed CPR training
- Conducted normal lunch duties, monitor students, traffic control, door checks, monitor hallways for issues

High School: Officer Jackson

- Assisted both Patrol and Detectives with various cases
- Completed required PTSC training and CPR/first Aid
- Attended a JPPO meeting & Criminal Justice Board meeting
- Conducted normal lunch duties, monitor students, traffic control, door checks, monitor hallways for issues, Hanson Pines for issues

Explorer Post: Detective Danie, Johnson and Officer Kimbrough

- Held a meeting this month

DIVERSION PROGRAM/TEEN DRUG COURT

- Staff continues teaching LEADS for the High School Health classes. Final round of classes for the school year, 7 classes in Qtr 3& 4.
- Last Teen Night of the year was held in March
- Staff has been working with both the Strafford County Addiction Task Force and the NH Juvenile Court Diversion Network on planning their respective Day Summits in May and June.

- Staff continues to work with Waypoint, My Turn and the CEO and City Outreach Facilitator on conducting outreach to youth and young adults in our community.
- Staff has been working with School Staff to plan their sleep out to take place Friday March 29th.
- Staff coordinated the Skate with a Cop and Guns & Hoses event which was a success, great turn out and we were able to raise \$440 in donations for a SHS student's medical cost.
- Staff continues to work with the State's Balance of State Committee as Chair for the Drivers Ed and Licensing Subcommittee coordinating funding assistance, scholarships and application processes to help youth and young adults obtain their licenses and Drivers Ed.
- Staff has shared details around implementation of the "Handle with Care" model, which would be our ACERT replacement, and has been mentioned nationally for its effectiveness.

HOUSING:

- RHA hosted a tenant meeting at Wyandotte Falls. 20 Tenants, two managers, service coordinator and Officer Babine attended. Conversations about scams, parking, behavior, the tenant association and smoking were had during the meeting.
- Officer Babine completed 7 background checks for potential new residents
- Officer Babine handled 11 calls for service.

Respectfully Submitted,

Captain Todd Pinkham
Support Services Division

ADMINISTRATIVE MONTHLY REPORT

March 2024

Financial/Purchasing:

- We are approximately 75% through the fiscal year. All budgetary lines are within expected ranges; the budget is in good shape.
- The final 2 frontline cruisers are being outfitted at NEVO and will be actively utilized shortly. These are not additions to the fleet; they are replacing aged vehicles.

Training/Hiring:

- Throughout the month, Officer Stephen McPherson has been recertifying all officers in Advanced CPR and naloxone (Narcan) administration.
- Officer Michael Brinkman and Officer Shane Downs attended the training course, “Search and Seizure Mobile Enforcement.”
- Chief Boudreau attended a seminar entitled “Engaging and Building Partnerships with Muslim Americans” presented by the United States Attorney’s Office.
- Communications Specialist Heather Stevens attended the training course, “Hostage Negotiation.”
- Detective Adam Govoni completed the training course, “Advanced Digital Forensic Analysis: Windows.”
- Detective Kyle Danie and Detective Jacob Garstin attended “The Reid Technique of Investigative Interviewing and Advanced Interrogation Techniques.”
- Officer Benjamin Gleason attended a seminar entitled “Interview and Interrogation Laws: Miranda and Voluntariness” presented by the United States Attorney’s Office.
- Chief Boudreau completed the training course, “Peer Support 2024: A New Model for Today’s Challenges.”
- Officer Matthew Baril attended the training course entitled “Field Training Officer.”
- Sergeant William Robinson completed the training course, “Law Enforcement Leadership Development.”
- We continue to actively pursue recruitment avenues to fill vacancies. At the end of this month, we expect to have eleven (11) police officer vacancies.

Respectfully Submitted,

Andrew Swanberry
Deputy Chief of Police



March 2024

Expense & Revenue Reports

MARCH 2024 FINANCIALS

FOR 2024 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENC/REQ	AVAILABLE	PCT
1000 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
12010053 PD ADMINISTRATIVE SERVICES							
12010053 511001 SALARIES - FULL	877,773	54,042	931,815	737,786.98	.00	194,028.02	79.2%
12010053 511002 SALARIES - PART	122,317	0	122,317	92,656.16	.00	29,660.84	75.8%
12010053 511003 SALARIES - EARL	0	0	0	.00	.00	.00	.0%
12010053 511004 SALARIES - HOLI	0	0	0	.00	.00	.00	.0%
12010053 511005 SALARIES - OUTS	210,000	0	210,000	112,119.96	.00	97,880.04	53.4%
12010053 511099 SALARIES - ADJU	0	0	0	.00	.00	.00	.0%
12010053 513001 OVERTIME - REGU	0	0	0	.00	.00	.00	.0%
12010053 513002 OVERTIME - TRAI	0	0	0	.00	.00	.00	.0%
12010053 513004 OVERTIME GRANT	0	0	0	.00	.00	.00	.0%
12010053 514000 EDUCATION INCEN	9,500	0	9,500	6,442.05	.00	3,057.95	67.8%
12010053 516000 LONGEVITY	4,175	0	4,175	4,175.00	.00	.00	100.0%
12010053 521100 HEALTH INSURANC	81,682	0	81,682	81,772.52	.00	-90.52	100.1%
12010053 521200 DENTAL INSURANC	1,807	0	1,807	1,399.06	.00	407.94	77.4%
12010053 521300 LIFE INSURANCE	1,905	0	1,905	1,467.41	.00	437.59	77.0%
12010053 522000 SOCIAL SECURITY	17,429	0	17,429	13,517.78	.00	3,911.22	77.6%
12010053 523000 RETIREMENT CONT	341,876	80,832	422,708	238,833.34	.00	183,874.66	56.5%
12010053 523300 RETIREMENT STAT	0	0	0	.00	.00	.00	.0%
12010053 525000 UNEMPLOYMENT CO	0	0	0	.00	.00	.00	.0%
12010053 526000 WORKERS' COMPEN	64,181	0	64,181	100,912.65	.00	-36,731.65	157.2%
12010053 528001 DISABILITY INSU	5,712	0	5,712	5,311.11	.00	400.89	93.0%
12010053 531002 STIPEND	0	0	0	.00	.00	.00	.0%
12010053 532001 STAFF DEVELOPME	24,495	0	24,495	10,993.13	3,150.00	10,351.87	57.7%
12010053 532200 CONTRACTED SERV	79,597	0	79,597	77,746.38	109.80	1,740.82	97.8%
12010053 533003 PHOTO DEVELOPME	300	0	300	.00	.00	300.00	.0%
12010053 533004 MEDICAL SERVICE	9,425	0	9,425	5,365.00	4,060.00	.00	100.0%
12010053 533005 ANIMAL DISPOSAL	1,000	0	1,000	660.00	90.00	250.00	75.0%
12010053 533009 LEGAL	0	0	0	.00	.00	.00	.0%
12010053 533010 LABOR NEGOTIATI	0	0	0	.00	.00	.00	.0%
12010053 533011 ANIMAL BOARDING	4,000	0	4,000	800.00	2,100.00	1,100.00	72.5%
12010053 534001 STATE FEE COMPU	0	0	0	.00	.00	.00	.0%
12010053 541100 WATER/SEWAGE	4,160	0	4,160	1,866.24	1,633.80	659.96	84.1%
12010053 543001 VEHICLES MAINT	35,000	0	35,000	23,836.02	8,181.23	2,982.75	91.5%
12010053 543002 EQUIPMENT MAINT	70,220	0	70,220	58,398.05	4,247.23	7,574.72	89.2%
12010053 543500 INSURANCE CLAIM	5,000	0	5,000	4,000.00	.00	1,000.00	80.0%
12010053 544200 RENTAL OF EQUIP	400	0	400	.00	400.00	.00	100.0%
12010053 544500 LEASE COPIER/PR	13,436	0	13,436	6,173.63	.00	7,262.37	45.9%
12010053 544900 RENTAL OF OTHER	0	0	0	.00	.00	.00	.0%
12010053 552001 FLEET INSURANCE	11,730	0	11,730	13,181.33	.00	-1,451.33	112.4%
12010053 552002 PROPERTY INSURA	5,091	0	5,091	5,720.90	.00	-629.90	112.4%
12010053 552003 GENERAL LIABILI	32,016	0	32,016	35,977.27	.00	-3,961.27	112.4%

MARCH 2024 FINANCIALS

FOR 2024 09

ACCOUNTS 1000	FOR: GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053	552004	OFFICERS LIABIL	50,246	0	50,246	56,462.83	.00	-6,216.83	112.4%
12010053	553000	COMMUNICATIONS	41,443	0	41,443	23,227.38	18,219.20	-3.58	100.0%
12010053	553400	POSTAGE FEES	8,475	0	8,475	3,585.14	.00	4,889.86	42.3%
12010053	554000	ADVERTISING	0	0	0	.00	.00	.00	.0%
12010053	555000	PRINTING AND BI	4,000	0	4,000	663.31	1,890.84	1,445.85	63.9%
12010053	556000	TUITION	0	0	0	.00	.00	.00	.0%
12010053	558000	TRAVEL	6,100	0	6,100	668.13	1,461.60	3,970.27	34.9%
12010053	561003	OFFICE SUPPLIES	5,473	0	5,473	3,228.14	.00	2,244.86	59.0%
12010053	561005	PUBLICATIONS	2,259	0	2,259	204.50	.00	2,054.50	9.1%
12010053	561006	AMMUNITION	27,276	0	27,276	22,100.00	5,160.00	16.00	99.9%
12010053	561008	VEHICLE SUPPLIE	13,970	0	13,970	3,981.72	2,049.15	7,939.13	43.2%
12010053	561009	TRAINING MATERI	350	0	350	104.00	120.97	125.03	64.3%
12010053	561010	CLOTHING	80,500	0	80,500	35,113.83	9,082.31	36,303.86	54.9%
12010053	561032	OTHER OPERATION	19,335	0	19,335	11,014.02	1,828.51	6,492.47	66.4%
12010053	562200	ELECTRICITY	58,000	0	58,000	39,552.67	6,447.33	12,000.00	79.3%
12010053	562400	HEATING FUEL	10,500	0	10,500	5,726.86	2,573.12	2,200.02	79.0%
12010053	562600	VEHICLE FUEL	82,124	0	82,124	41,946.22	.00	40,177.78	51.1%
12010053	573200	NEW VEHICLES	0	0	0	.00	.00	.00	.0%
12010053	573401	ADMIN EQUIPMENT	1,500	0	1,500	934.15	.00	565.85	62.3%
12010053	573900	OTHER EQUIPMENT	16,760	0	16,760	10,974.02	16.59	5,769.39	65.6%
12010053	581000	DUES AND FEES	3,440	0	3,440	1,525.00	840.00	1,075.00	68.8%
12010053	581100	DONATION EXPEND	0	0	0	.00	.00	.00	.0%
12010053	589003	SEIZED PROPERTY	0	0	0	.00	.00	.00	.0%
12010053	589004	SEIZED PROPERTY	0	0	0	.00	.00	.00	.0%
12010053	589005	DARE CONTRIBUTI	0	0	0	.00	.00	.00	.0%
12010053	589006	DARE CONTRIBUTI	0	0	0	.00	.00	.00	.0%
12010053	589007	CITY WIDE PROGR	15,750	0	15,750	4,501.96	4,434.35	6,813.69	56.7%
12010053	589100	LLEBG 102 RECEI	0	0	0	.00	.00	.00	.0%
12010053	589101	LLEBG 102 FEDER	0	0	0	.00	.00	.00	.0%
12010053	589102	LLEBG 102 CITY	0	0	0	.00	.00	.00	.0%
12010053	589113	LLEBG 115 RECEI	0	0	0	.00	.00	.00	.0%
12010053	589114	LLEBG 115 FEDER	0	0	0	.00	.00	.00	.0%
12010053	589115	LLEBG 115 CITY	0	0	0	.00	.00	.00	.0%
12010053	589130	COPSMORE 032 RE	0	0	0	.00	.00	.00	.0%
12010053	589131	COPSMORE 032 FE	0	0	0	.00	.00	.00	.0%
12010053	589132	COPSMORE 032 CI	0	0	0	.00	.00	.00	.0%
TOTAL PD ADMINISTRATIVE SERVICES			2,481,728	134,874	2,616,602	1,906,625.85	78,096.03	631,880.12	75.9%

12012453 PD PATROL SERVICES

12012453	511001	SALARIES - FULL	3,396,858	496,948	3,893,806	2,763,697.75	.00	1,130,108.25	71.0%
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MARCH 2024 FINANCIALS

FOR 2024 09									
ACCOUNTS 1000	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012453	511002	SALARIES - PART	153,796	0	153,796	105,579.29	.00	48,216.71	68.6%
12012453	511003	SALARIES - EARL	105,158	0	105,158	54,503.69	.00	50,654.31	51.8%
12012453	511004	SALARIES - HOLI	151,961	0	151,961	21,291.98	.00	130,669.02	14.0%
12012453	511099	SALARIES - ADJU	0	0	0	.00	.00	.00	.0%
12012453	513001	OVERTIME - REGU	111,546	0	111,546	149,306.59	.00	-37,760.59	133.9%
12012453	513002	OVERTIME - TRAI	78,940	0	78,940	53,279.17	.00	25,660.83	67.5%
12012453	513004	OVERTIME GRANT	0	0	0	.00	.00	.00	.0%
12012453	514000	EDUCATION INCEN	8,500	0	8,500	6,538.20	.00	1,961.80	76.9%
12012453	515001	ON CALL	7,800	0	7,800	14,200.00	.00	-6,400.00	182.1%
12012453	516000	LONGEVITY	7,000	0	7,000	5,500.00	.00	1,500.00	78.6%
12012453	521100	HEALTH INSURANC	498,181	0	498,181	299,970.78	.00	198,210.22	60.2%
12012453	521200	DENTAL INSURANC	11,049	0	11,049	7,724.39	.00	3,324.61	69.9%
12012453	521300	LIFE INSURANCE	3,089	0	3,089	1,998.87	.00	1,090.13	64.7%
12012453	522000	SOCIAL SECURITY	56,320	0	56,320	45,002.92	.00	11,317.08	79.9%
12012453	523000	RETIREMENT CONT	1,181,540	8,790	1,190,330	939,716.01	.00	250,613.99	78.9%
12012453	523300	11539 RETIREMENT	0	0	0	.00	.00	.00	.0%
12012453	525000	UNEMPLOYMENT CO	0	0	0	.00	.00	.00	.0%
12012453	526000	WORKERS' COMPEN	0	0	0	.00	.00	.00	.0%
12012453	528001	DISABILITY INSU	0	0	0	.00	.00	.00	.0%
12012453	532001	STAFF DEVELOPME	0	0	0	.00	.00	.00	.0%
12012453	533003	PHOTO DEVELOPME	0	0	0	.00	.00	.00	.0%
12012453	533004	MEDICAL SERVICE	0	0	0	.00	.00	.00	.0%
12012453	533005	ANIMAL DISPOSAL	0	0	0	.00	.00	.00	.0%
12012453	533011	ANIMAL BOARDING	0	0	0	.00	.00	.00	.0%
12012453	543001	VEHICLES MAINT	0	0	0	.00	.00	.00	.0%
12012453	543002	EQUIPMENT MAINT	0	0	0	.00	.00	.00	.0%
12012453	544200	RENTAL OF EQUIP	0	0	0	.00	.00	.00	.0%
12012453	544900	RENTAL OF OTHER	0	0	0	.00	.00	.00	.0%
12012453	553000	COMMUNICATIONS	0	0	0	.00	.00	.00	.0%
12012453	553400	POSTAGE FEES	0	0	0	.00	.00	.00	.0%
12012453	554000	ADVERTISING	0	0	0	.00	.00	.00	.0%
12012453	555000	PRINTING AND BI	0	0	0	.00	.00	.00	.0%
12012453	556000	TUITION	0	0	0	.00	.00	.00	.0%
12012453	558000	TRAVEL	0	0	0	.00	.00	.00	.0%
12012453	561003	OFFICE SUPPLIES	0	0	0	.00	.00	.00	.0%
12012453	561005	PUBLICATIONS	0	0	0	.00	.00	.00	.0%
12012453	561010	CLOTHING	0	0	0	.00	.00	.00	.0%
12012453	561032	OTHER OPERATION	0	0	0	.00	.00	.00	.0%
12012453	562600	09529 VEHICLE FU	0	0	0	.00	.00	.00	.0%
12012453	573200	NEW VEHICLES	0	0	0	.00	.00	.00	.0%
12012453	573401	ADMIN EQUIPMENT	0	0	0	.00	.00	.00	.0%
12012453	573900	OTHER EQUIPMENT	0	0	0	.00	.00	.00	.0%
12012453	581000	DUES AND FEES	0	0	0	.00	.00	.00	.0%
TOTAL PD PATROL SERVICES			5,771,738	505,738	6,277,476	4,468,309.64	.00	1,809,166.36	71.2%

MARCH 2024 FINANCIALS

FOR 2024 09

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012553 PD SUPPORT SERVICES							
12012553 511001 SALARIES - FULL	236,383	37,305	273,688	196,545.68	.00	77,142.32	71.8%
12012553 511002 SALARIES - PART	195,009	0	195,009	119,324.22	.00	75,684.78	61.2%
12012553 511003 SALARIES - EARL	0	0	0	.00	.00	.00	.0%
12012553 511004 SALARIES - HOLI	0	0	0	.00	.00	.00	.0%
12012553 511099 SALARIES - ADJU	0	0	0	.00	.00	.00	.0%
12012553 513001 OVERTIME - REGU	3,000	0	3,000	2,974.86	.00	25.14	99.2%
12012553 513002 OVERTIME - TRAI	0	0	0	.00	.00	.00	.0%
12012553 513004 OVERTIME GRANT	0	0	0	.00	.00	.00	.0%
12012553 514000 EDUCATION INCEN	0	0	0	.00	.00	.00	.0%
12012553 516000 LONGEVITY	2,406	0	2,406	1,600.00	.00	806.00	66.5%
12012553 521100 HEALTH INSURANC	50,284	0	50,284	36,218.80	.00	14,065.20	72.0%
12012553 521200 DENTAL INSURANC	1,200	0	1,200	591.36	.00	608.64	49.3%
12012553 521300 LIFE INSURANCE	512	0	512	409.32	.00	102.68	79.9%
12012553 522000 SOCIAL SECURITY	32,831	0	32,831	23,329.19	.00	9,501.81	71.1%
12012553 523000 RETIREMENT CONT	32,688	2,625	35,313	26,518.85	.00	8,794.15	75.1%
12012553 523300 11539 RETIREMENT	0	0	0	.00	.00	.00	.0%
12012553 525000 UNEMPLOYMENT CO	0	0	0	.00	.00	.00	.0%
12012553 526000 WORKERS' COMPEN	0	0	0	.00	.00	.00	.0%
12012553 528001 DISABILITY INSU	2,511	0	2,511	2,021.35	.00	489.65	80.5%
12012553 532001 STAFF DEVELOPME	0	0	0	.00	.00	.00	.0%
12012553 533003 PHOTO DEVELOPME	0	0	0	.00	.00	.00	.0%
12012553 533004 MEDICAL SERVICE	0	0	0	.00	.00	.00	.0%
12012553 543001 VEHICLES MAINT	0	0	0	.00	.00	.00	.0%
12012553 543002 EQUIPMENT MAINT	0	0	0	.00	.00	.00	.0%
12012553 544200 RENTAL OF EQUIP	0	0	0	.00	.00	.00	.0%
12012553 544900 RENTAL OF OTHER	0	0	0	.00	.00	.00	.0%
12012553 553000 COMMUNICATIONS	0	0	0	.00	.00	.00	.0%
12012553 553400 POSTAGE FEES	0	0	0	.00	.00	.00	.0%
12012553 554000 ADVERTISING	0	0	0	.00	.00	.00	.0%
12012553 555000 PRINTING AND BI	0	0	0	.00	.00	.00	.0%
12012553 556000 TUITION	0	0	0	.00	.00	.00	.0%
12012553 558000 TRAVEL	0	0	0	.00	.00	.00	.0%
12012553 561003 OFFICE SUPPLIES	0	0	0	.00	.00	.00	.0%
12012553 561005 PUBLICATIONS	0	0	0	.00	.00	.00	.0%
12012553 561009 TRAINING MATERI	0	0	0	.00	.00	.00	.0%
12012553 561010 CLOTHING	0	0	0	.00	.00	.00	.0%
12012553 561032 OTHER OPERATION	0	0	0	.00	.00	.00	.0%
12012553 562600 09529 VEHICLE FU	0	0	0	.00	.00	.00	.0%
12012553 573200 NEW VEHICLES	0	0	0	.00	.00	.00	.0%
12012553 573401 ADMIN EQUIPMENT	0	0	0	.00	.00	.00	.0%

MARCH 2024 FINANCIALS

FOR 2024 09			ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
ACCOUNTS FOR:	GENERAL	FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED
12012553	573900	OTHER EQUIPMENT	0	0	0	.00	.00	.00	.0%
12012553	581000	DUES AND FEES	0	0	0	.00	.00	.00	.0%
12012553	589007	CITY WIDE PROGR	0	0	0	.00	.00	.00	.0%
TOTAL PD SUPPORT SERVICES			556,824	39,930	596,754	409,533.63	.00	187,220.37	68.6%
TOTAL GENERAL FUND			8,810,290	680,542	9,490,832	6,784,469.12	78,096.03	2,628,266.85	72.3%
TOTAL EXPENSES			8,810,290	680,542	9,490,832	6,784,469.12	78,096.03	2,628,266.85	

MARCH 2024 DISPATCH FINANCIALS

FOR 2024 09			ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
ACCOUNTS FOR:	GENERAL FUND		APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED
12030153 DISPATCH CENTER									
12030153	511001	SALARIES - FULL	559,304	48,015	607,319	393,870.73	.00	213,448.27	64.9%
12030153	511002	SALARIES - PART	2,000	0	2,000	17,265.52	.00	-15,265.52	863.3%
12030153	511004	SALARIES - HOLI	20,724	0	20,724	2,334.56	.00	18,389.44	11.3%
12030153	511005	SALARIES - OUTS	0	0	0	2,729.16	.00	-2,729.16	100.0%
12030153	511012	SHIFT DIFFERENT	0	0	0	10,870.92	.00	-10,870.92	100.0%
12030153	511099	SALARIES - ADJU	0	0	0	.00	.00	.00	.0%
12030153	513001	OVERTIME - REGU	44,000	0	44,000	146,386.35	.00	-102,386.35	332.7%
12030153	513002	OVERTIME-TRAINI	0	0	0	5,274.91	.00	-5,274.91	100.0%
12030153	516000	LONGEVITY	975	0	975	1,425.00	.00	-450.00	146.2%
12030153	521100	HEALTH INSURANC	157,205	0	157,205	70,847.76	.00	86,357.24	45.1%
12030153	521200	DENTAL INSURANC	3,207	0	3,207	1,724.30	.00	1,482.70	53.8%
12030153	521300	LIFE INSURANCE	1,360	0	1,360	748.06	.00	611.94	55.0%
12030153	522000	SOCIAL SECURITY	44,475	0	44,475	37,341.80	.00	7,133.20	84.0%
12030153	523000	RETIREMENT CONT	84,569	3,378	87,947	87,391.97	.00	555.03	99.4%
12030153	525000	UNEMPLOYMENT	0	0	0	.00	.00	.00	.0%
12030153	526000	WORKERS' COMPEN	682	0	682	1,071.72	.00	-389.72	157.1%
12030153	528001	DISABILITY INSU	6,024	0	6,024	3,523.06	.00	2,500.94	58.5%
12030153	532001	STAFF DEVELOPME	5,542	0	5,542	1,146.00	1,699.00	2,697.00	51.3%
12030153	532200	CONTRACTED SERV	0	0	0	.00	.00	.00	.0%
12030153	533004	MEDICAL SERVICE	0	0	0	.00	.00	.00	.0%
12030153	533010	LABOR NEGOTIATI	0	0	0	.00	.00	.00	.0%
12030153	534001	STATE FEE COMPU	1,584	0	1,584	396.00	.00	1,188.00	25.0%
12030153	534003	SOFTWARE MAINT/	0	0	0	.00	.00	.00	.0%
12030153	543002	EQUIPMENT MAINT	24,031	0	24,031	15,213.44	1,572.69	7,244.87	69.9%
12030153	544500	LEASE COPIER/PR	0	0	0	.00	.00	.00	.0%
12030153	552003	GENERAL LIABILI	3,474	0	3,474	3,903.83	.00	-429.83	112.4%
12030153	553000	COMMUNICATIONS	500	0	500	649.10	.00	-149.10	129.8%
12030153	554000	ADVERTISING	0	0	0	.00	.00	.00	.0%
12030153	556000	TUITION	0	0	0	.00	.00	.00	.0%
12030153	558000	TRAVEL	2,000	0	2,000	510.27	1,179.32	310.41	84.5%
12030153	561003	OFFICE SUPPLIES	1,750	0	1,750	450.62	.00	1,299.38	25.7%
12030153	561010	CLOTHING	3,200	0	3,200	463.75	224.00	2,512.25	21.5%
12030153	561032	OTHER OPERATION	2,500	0	2,500	470.31	195.78	1,833.91	26.6%
12030153	573401	ADMIN EQUIPMENT	14,150	0	14,150	3,042.33	.00	11,107.67	21.5%
12030153	573900	OTHER EQUIPMENT	0	0	0	.00	.00	.00	.0%
12030153	581000	DUES AND FEES	550	0	550	375.00	175.00	.00	100.0%
TOTAL DISPATCH CENTER			983,806	51,393	1,035,199	809,426.47	5,045.79	220,726.74	78.7%
TOTAL GENERAL FUND			983,806	51,393	1,035,199	809,426.47	5,045.79	220,726.74	78.7%
TOTAL EXPENSES			983,806	51,393	1,035,199	809,426.47	5,045.79	220,726.74	

MARCH 2024 REVENUE

FOR 2024 09							
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT	
1000 GENERAL FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL	
12011 POLICE CITY REVENUE							
12011 400403 AMUSEMENT PERMITS	0	0	0	.00	.00	.0%	
12011 400407 PISTOL PERMITS	-1,200	0	-1,200	-740.00	-460.00	61.7%	
12011 402110 INCOME FROM COPY M	-7,000	0	-7,000	-3,108.50	-3,891.50	44.4%	
12011 402111 OUTSIDE SECURITY S	-210,000	0	-210,000	-147,184.29	-62,815.71	70.1%	
12011 402112 OUTSIDE DUTY ADMIN	0	0	0	.00	.00	.0%	
12011 402115 ALARM FEES	-5,200	0	-5,200	-2,715.00	-2,485.00	52.2%	
12011 402120 WRECKER SERVICE IN	0	0	0	.00	.00	.0%	
12011 402121 DOG SHELTER & TRAN	-2,000	0	-2,000	-250.00	-1,750.00	12.5%	
12011 402122 DOG FINES	-12,000	0	-12,000	-4,860.00	-7,140.00	40.5%	
12011 405201 COURT FINES	-5,500	0	-5,500	-6,000.90	500.90	109.1%	
12011 405202 PARKING TICKETS	-4,300	0	-4,300	-2,840.00	-1,460.00	66.0%	
12011 405203 EXCESS ALARM PENAL	-2,200	0	-2,200	.00	-2,200.00	.0%	
12011 406201 MISCELLANEOUS REVE	-2,200	0	-2,200	-24,150.63	21,950.63	1097.8%	
12011 406209 POLICE RESTITUTION	-300	0	-300	-2,931.22	2,631.22	977.1%	
12011 406210 WITNESS FEES	0	0	0	.00	.00	.0%	
12011 406216 HOST TRAINING FEES	-6,000	0	-6,000	.00	-6,000.00	.0%	
12011 406299 INSURANCE CLAIM RE	-10,000	0	-10,000	-32,550.00	22,550.00	325.5%	
TOTAL POLICE CITY REVENUE	-267,900	0	-267,900	-227,330.54	-40,569.46	84.9%	
12012 POLICE STATE REVENUE							
12012 402116 DRUG GRANT NEW HAM	0	0	0	.00	.00	.0%	
12012 402117 HIGHWAY SAFETY GRA	0	0	0	.00	.00	.0%	
12012 402118 PEDESTRIAN GRANT	0	0	0	.00	.00	.0%	
12012 402119 DWI GRANT	0	0	0	.00	.00	.0%	
TOTAL POLICE STATE REVENUE	0	0	0	.00	.00	.0%	
12013 POLICE FEDERAL REVENUE							
12013 402113 LLEBG GRANT	0	0	0	.00	.00	.0%	
12013 402114 JUSTICE DEPARTMENT	0	0	0	.00	.00	.0%	
TOTAL POLICE FEDERAL REVENUE	0	0	0	.00	.00	.0%	
TOTAL GENERAL FUND	-267,900	0	-267,900	-227,330.54	-40,569.46	84.9%	
TOTAL REVENUES	-267,900	0	-267,900	-227,330.54	-40,569.46		

RECORD #

ROCHESTER POLICE DEPARTMENT

PERSONNEL RECORDS ENTRY FORM

1. EMPLOYEE NAME: Khristine Bibeau

DATE: 2/27/2024
TIME: 1700

2. TYPE OF ENTRY

RECOMMENDATION ___ COUNSELING
___ TRAINING INTERVIEW ___ DISCIPLINARY
___ EVALUATION/FOLLOW UP ___ OTHER

3. NARRATIVE: Officer Bibeau responded to a call for service involving a male passed out at the wheel with the vehicle in drive. Once on scene, Ofc Bibeau quickly assessed the situation and made quick action to break the window and remove the male from the vehicle and take him into custody. Ofc Bibeau's quick action and control of the situation provided a safeguard for those around them. 2024-004518

4. ACTION TAKEN BY SUPERVISOR:

Completed and submitted. Great work thinking on your feet and making appropriate and timely decisions!

SIGNATURE:  DATE: 02/27/2024

5. COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:

Great work Kristine! Submit to Personnel file.

SIGNATURE:  DATE: 2/28/24

6. COMMENTS OF DEPUTY CHIEF OF POLICE:


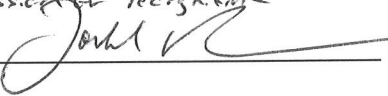



Great work! Thank you for everything you do for the people in our community.

SIGNATURE:  DATE: 2.29.2024

7. COMMENTS OF CHIEF OF POLICE:

Great job Khristine! Thanks you for everything you do.

SIGNATURE:  DATE: 3-1-24

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> :	Detective Justin Livingstone	DATE: 3/15/2024 TIME: 1500
2. <u>TYPE OF ENTRY</u>	X <u>RECOMMENDATION</u> <u>TRAINING INTERVIEW</u> <u>EVALUATION/FOLLOW UP</u>	<u>COUNSELING</u> <u>DISCIPLINARY</u> <u>OTHER</u>
3. <u>NARRATIVE</u> :	Det. Livingstone was thanked by Farmington PD for going above and beyond with his assistance with a motor vehicle accident investigation.	
4. <u>ACTION TAKEN BY SUPERVISOR</u> :	Letter completed. Recommend that it be added to personnel file.	
SIGNATURE:		DATE: 3/15/24
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> :	Thank you for all your hardwork + dedication & ^{SUPPORT} keep up the good work! Forward to commission for recognition	
SIGNATURE:		DATE: 3-18-24
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> :	Thank you for your teamwork and dedication to the profession I've come to expect nothing less of you; you consistently deliver your best!	
SIGNATURE:		DATE: 3.18.2024
7. <u>COMMENTS OF CHIEF OF POLICE</u> :	Great job Justin! Thank you for your dedication and hard work	
SIGNATURE:		DATE: 3-19-24
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: 3/19/24



GARY M. BOUDREAU
Chief of Police

ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET
ROCHESTER NH, 03867-1933

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"Dedication, Pride, Integrity"

POLICE COMMISSION

DAVID R. STEVENS
Chairman
DONNA M. BOGAN
Vice-Chairman
JOHN H. LAROCHELLE
Commissioner



March 15, 2024

To: Captain Todd Pinkham
From: Lieutenant Elizabeth Turner

RE: Thank you letter

Captain Pinkham,

Please see the attached letter from Farmington PD. Detectives Justin Livingstone and Hattie Johnson were thanked by Captain Evan Favorite for their assistance with a motor vehicle accident investigation. Both detectives were described as having gone above and beyond with their work. They were "professional, hardworking, and had outstanding communication" with Farmington PD.

Their work and professionalism maintains and strengthens our working relationships with Farmington PD and other agencies. This is common practice for Justin and Hattie, but they don't always get recognized. I recommend this letter be added to their personnel files.

Respectfully submitted,

Lt. Elizabeth Turner



Farmington Police Department

Ernest S. Orlando, Chief of Police

160 Main St, Farmington, NH 03835

Office: (603) 755-2731

Dispatch: (603) 755-2231

Fax: (603) 755-9712

To: Chief Gary Boudreau

The Farmington Police Department would like to express our gratitude for your officer's assistance, investigating a department involved motor vehicle crash. In particular, Detective Justin Livingstone and Detective Hattie Johnson. These two detectives were professional, hardworking, and had outstanding communication with our agency. The detectives assigned did a phenomenal job and we commend them for going above and beyond. Their actions allowed this investigation to continue seamlessly in a forward direction. The Farmington Police Department would also like to thank and commend Chief Gary Boudreau for his swift and decisive actions, to provides us an immediate response. We look forward to our future professional working relations with the Rochester Police Department.

Respectfully, Captain Evan Favorite