

**ROCHESTER POLICE COMMISSION**  
**MEETING AGENDA – SEPTEMBER 8, 2021 7:00 P.M.**  
**IN PERSON MEETING - HELD AT ROCHESTER POLICE DEPT**  
**23 WAKEFIELD STREET ROCHESTER, NH**  
**AMENDED**

1. **CALL TO ORDER**
  - A. Opening Prayer
  - B. Roll Call by the Clerk
  
2. **PUBLIC COMMENT**
  
3. **ACCEPTANCE OF MINUTES:**
  - A. August 4, 2021
  
4. **OLD AND UNFINISHED BUSINESS:**

Any Unfinished Business to come before the Commission
  
5. **NEW BUSINESS:**
  - A. Accept Resignations
    1. Officer Patrick Flathers
    2. Officer Jeremy Riddle
    3. Officer Jacob Coffey
  - B. Monthly Reports
  - C. Other
  
6. **CORRESPONDENCE:**
  - A. Officers’ Decost, P. Flathers, Garstin, Robinson and Seager are recognized for effective collaboration with local and federal law enforcement resulting in federal prosecution of a suspect on firearms violations.
  - B. Officer Decost and Sgt. Benjamin are praised by a resident for their handling of a burglary alarm .
  
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



Rochester Police Commission  
Rochester, NH 03867

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, August 4, 2021 at 7:00 P.M. in City Hall, Council Chambers. Participants in this meeting: Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Pinkham, 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 Stevens and Commissioner Stanley present.

Commissioner Stevens acknowledged the resignation of Commissioner Peters due to moving from his Ward. We thank him for his service.

**2. PUBLIC COMMENT:** No public comment.

**3. ACCEPTANCE OF MINUTES:**

A. June 2, 2021 regular meeting.

**Comm. Stanley MOVED to accept the minutes of the June 2, 2021 meeting as presented. Comm. Stevens 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. Oaths of Office. Chief Toussaint said we welcome six new officers that started this week. The academy class starts at the end of this month. This is the beginning of a long journey for all six. We are at a critical juncture with our staffing right now and we are working hard to find some of the best candidates. We are confident that the six we have hired are quality individuals that will do our agency, their families and the badge proud. Chief Toussaint said that he personally has never been involved with hiring six all at one time. This is a momentous night and exciting times for Rochester Police Department.

The six officers, in alphabetical order:

Officer Robert Burrell was born in Newburyport, MA, after high school, he attended North Shore Community College and holds an Associate's Degree in Criminal Justice and a Bachelor's Degree in Criminal Justice from UMass Lowell. He was employed as a corrections officer with Essex County Sheriff's Department before being hired with us. It is useful for an officer to have that experience and know the other side of the justice system. Out of necessity, we find they are quite good at de-escalation. He will attend the full academy.

Officer Adam Granatowski. We've expanded our hiring net out of necessity. Adam comes to us from across the world. He was born in Poland and emigrated to the United States at the age of 17. He is fluent in Polish and conversational in German. He holds a Bachelor's Degree and a Master's Degree in history. He has previously held teaching positions and is a certified EMT. Most recently, he was employed as a certified officer with the Dodge City, Kansas Police Department. Because he holds that out-of-state certification, he will attend the law package of the Academy.

Officer Sarah Lazzar is more local. She grew up in Manchester. She attended UNH, and did a semester abroad. She graduated this spring with a Bachelor's Degree in psychology with a minor in justice studies. She did an internship with us. Sarah will attend the full academy.

Officer Daniel Louis was born in New York and raised in New Jersey. After high school, he joined the New Jersey Army National Guard, where he is an infantry team leader. He was deployed in Somalia where he earned his combat infantry badge. He is still a member with the NJANG. He will attend the full time academy.

Officer Jeffrey Slankard was born and raised in California. He served in the US Army from 1996 – 2002. He moved to NH in 2015 with his family. He worked for the Department of the Navy and obtained his law enforcement certification from the Federal Law Enforcement Training Center. He worked for the Department of Homeland Security since January of 2021. He will attend the law package of the academy.

Officer Tomas Velasquez lived in Honduras until the age of 13. His family moved to Catskill NY. After graduating from Catskill High School, he attended SUNY and holds an Associate Degree in Humanities, and a Bachelor's Degree in Spanish and Sociology. He is fluent in Spanish and recently was able to translate and defuse a situation while on a ride along with us. Tomas will attend the full time academy.

Secretary Becky Warburton administered the oath of office to all six officers.

A 10-minute recess was called for photos. Back in session at 7:28 P.M.

**B. Accept Resignations**

1. Officer Joseph Oswalt
2. Officer Alexander Turgeon

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

C. Monthly Reports

1. Operations: The RUN program still has not resumed activity since COVID. We have recently started discussing revisiting these meetings, but there is no time line at this point.

Over in the support there were 41 cases sent up to ISB. They currently have 90 cases assigned. And, just like patrol, they are working with fewer staff than we'd like to see. There were three call outs and two evidence team call outs. It has been very busy with the caseload as well as with background investigations and polygraphs with new hires and applicants.

Dep. Chief Boudreau added that he pushed the detectives very hard this period and they did an excellent job on top of their caseload finishing backgrounds so we could get this group into the academy. They deserve a lot of credit and we send our thanks to all of them.

**COMPSTAT:** There have been no trends or anything concerning in field activities. Proactive activities up us slightly year to date. As staffing levels recover, it will help those numbers. Property crimes burglary is up slightly, but down year to date. There have been no notable trends.

Comm. Stanley commented that on the threshold report the MV theft column number should be fixed.

Capt. Pinkham advised he would work with the Crime Analyst to address and correct this.

**COMMUNITY ENGAGEMENT OFFICER/PROBLEM ORIENTED POLICING UNIT:** The CEO and POP officers are rotating through patrol to help with shortages. Officer Danie has been working with the Main Street Board on the fireworks event and he attended that event. Recently he has been in discussion with crime line about new ideas for how to utilize that program. He also worked with the Recreation Department and arranged for the summer camps to have tours of the PD, which Officer Danie conducted. We are trying to be as proactive as we can given the times.

The POP Unit did hold a proactive night in July, where along with the unit, Capt. Pinkham, other members of ISB and Patrol, along with the NH State Police completed some enforced traffic patrols and sought out persons with active warrants. It was a successful event and we are going to try to do these more often.

**COMMUNICATIONS:** We have a new hire in the field-training program with prior training and experience so we are hopeful she moves through the program smoothly. We did lose a dispatcher that was in field training and we are currently accepting applications for that.

Comm. Stevens inquired how long it takes to train a dispatcher.

Capt. Pinkham said that it could depend a lot on the candidate. We want to extend as much opportunity as we can for them to learn. It could be anywhere from 10-16 weeks.

**DIVERSION:** Nicole is keeping busy. She worked on National Night Out, held last night. It was a reduced program than in years past due to safety and COVID.

Dep. Chief Boudreau added that in discussing having the full National Night Out, many of the service providers are still working remotely and not in the office. This being a public event we rolled it back and scaled back our traditional event. We did hold a touch a truck and partnered with Guyer travel for an outdoor movie. Guyer Travel sponsored free back-to-school backpacks on a first come first serve basis. There was a food vendor on site. Even with the event reduced, there was still quite a crowd and the weather was perfect.

**HONOR GUARD:** The Honor Guard participated in the Children's Hospital at Dartmouth (CHaD) east v. west football game. We had a four-person flag detail. It was good to have our unit out there.

**HOUSING:** Both housing officers are very proactive and change up their schedules working various shift hours. This allows them to handle many calls that previously would have fallen to patrol, which has been a big help with the reduced staffing. There were a couple of problem residences with neighbor disputes this period that the officers are using resources to help resolve.

**K9:** Officer Hatch is still in training with the Working Dog Foundation. The unit is still not certified as a team.

Chief Toussaint said despite that we are at a point where we can use the team for situations that do not involve criminal charges where certification would come into play. For example, if there was a missing person we feel we could use them effectively at this point.

**RENTAL PROPERTY OWNERS ASSOCIATION:** Lt. Bossi had a schedule conflict preventing him from attending the recent meeting.

**SCHOOL RESOURCE OFFICERS:** The School Resource officers are out of the schools for the summer. Officer Porfido is detailed to patrol. Officer Jackson is on leave and Sgt. Deluca due to his part time status is off for the summer. There are no Explorer post meetings this summer.

2. Administrative. Dep. Chief Boudreau noted that July is always a busy month. The start of the fiscal year generally has a flurry of purchase orders. We also process accounts we pay in full at the start of a fiscal year. We ended the fiscal year to the good. A majority of those savings were in salaries and benefits from staffing.

Radio Replacement Project- No major updates on the project. 2-Way was in today to install the Ztron system for station alerting at the fire department for opening the station doors, toning at night. It dovetails into the edispatch system to notify off-duty firefighters for recall. It has taken some time to work through these due to going from an analog system to a digital system.

Comm. Stanley asked if there was an upgrade, or did they build a patch.

Dep. Chief Boudreau explained that it is a patch, but not an easy one. The process converts a digital signal back to analog through a receiver.

There is no new update on the mobile dispatch project. We are still waiting for delivery of equipment. We talked with the rep who said it should be shipping next week. IT ordered the wireless routers and they are waiting for delivery.

There was a cruiser accident in June and the vehicle was totaled. We have not been able to find another left over car. We are talking with finance to permit ordering an additional car with those that were budgeted. The downside is that we will be down that car until the new cars arrive, which could be as long as six months, unless we can find one in the interim.

Chief Toussaint said currently with staffing; we just hired six. That leaves us with three positions still open that we have to do a hiring process for. We have two at the academy. We have one on admin leave. We have one deployed that is not due back until April. We are hurting.

Comm. Stanley commented that if there is any silver lining, it's knowing that we are not alone. I know it's rough and we are grateful to the staff for those putting in the extra time but we are not the only department struggling with this.

Chief Toussaint said we are recruiting from further away.

Comm. Stevens said we hired a diversified group. It's exciting to see the backgrounds of these candidates.

We have hosted two demonstrations of body cameras from vendors. One from WatchGuard who is currently the vendor for cruiser cameras and the other from BodyWorn by Utility. We are waiting for pricing before we start moving forward with which way we go. Motorola Solutions have bought WatchGuard.

Comm. Stevens asked the time frame for body cameras. Is it six months?

Dep. Chief Boudreau said he is targeting the end of 2021, which is an aggressive timeline. It will come down to getting the equipment. If WatchGuard gets the nod, we already have some of the infrastructure in place. There is a host of things we will need to put in place as there will be more video.

Comm. Stanley said we will have to update policy.

Chief Toussaint concurred. However, we won't have to reinvent the wheel. There are existing policies out there we can draw on.

Hiring. Captain Thomas has agreed to put together the next hiring process for Sgt. Cost. He plans to do two days of first round oral boards. If they pass the oral board, they will go right out to the PT test. All agencies are hurting for candidates so we have to move quickly on good candidates and need to schedule interviews as quickly as we can.

Comm. Stanley added that we are looking for a person to fill the remainder of the term for a Ward 3-4 Police Commissioner. Interested citizens should apply to the Council for consideration of appointment through the rest of the calendar year.

Sgt. Krochmal was the first recipient of the recruiting bonus and he wishes to express his thanks to the Police Commission. Hope others take advantage.

Training. Sgt. Cost has been busy scheduling the six recruits. There is lots to manage and he is working hard on putting the schedule together with balancing instructors that we take from patrol without depleting the shifts.

Officers' Moon and Gleason are through 13 weeks of the academy and set to graduate on August 20. This is an in-person graduation so I will let you know if they cap attendance.

Officer Aube was released to solo patrol this period as well.

## **6. CORRESPONDENCE:**

The following correspondence was received this period: Officer Bilodeau is complimented on his thoughtfulness and kindness while serving a summons. Specialists Spicer and Kochanowicz are recognized for going above to locate a person for a welfare check. 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. Officer Garneau is thanked for his intervention in recovering money paid for an item that was broken. Detective's Garstin and Govoni are recognized for community policing efforts joining a basketball game while on roving patrol.

## **7. INFORMATION:**

The regular Police Commission meeting for September 1, 2021 will be postponed to September 8 due to lack of a quorum on September 1. The meeting will be held at 7:00 P.M. at the Police Department; 2<sup>nd</sup> floor lecture hall.

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

**Commissioner Stanley MOVED to enter a nonpublic session at 8:00 P.M. pursuant to RSA 91-A: 3, paragraph II, section A (personnel) and section E (legal.) Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Stanley – yes, Comm. Stevens – yes.**

**The non-public session closed at 8:33 P.M. on a MOTION by Comm. Stanley. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Stanley – yes, Comm. Stevens – yes.**

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

**9. MISCELLANEOUS:**

**Comm. Stanley MOVED to accept the evaluations as presented for Officer Michael Brinkman and Officer Aaron Garneau, both top of grade. Officer Timothy Rummo no step first 24 months, Officer Patrick Flathers (step 2), Officer Keven Miller (step 2), Officer Thomas Seager (step 5) Officer Kyle Danie (step 7), Officer Carl Root (step 8) and Officer Michael Mundy. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Stanley – yes, Comm. Stevens – yes.**

**10. ADJOURNMENT:**

**Comm. Stevens MOVED to adjourn. SECOND by Comm. Stanley at 8:35 P.M.**

Respectfully Submitted

Rebecca J. Warburton  
Secretary

APPROVED BY COMMISSION:





# ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

POLICE COMMISSION

PAUL R. TOUSSAINT  
*Chief of Police*

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

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

*"Dedication, Pride, Integrity"*



8-25-21

Dear Chief Toussaint,

Unfortunately I must inform you of my formal intent to tender my resignation with the department. As of today, August 25, 2021, I have received a final offer of employment with the Bedford Police Department to start with their agency on September 7<sup>th</sup> 2021. My last day of employment with the Rochester Police Department will be Monday September 6<sup>th</sup> 2021.

I have enjoyed my time with this department and I appreciate the opportunity to have begun my law enforcement career with this agency. My decision to leave was strictly based on being geographically closer to family. I wish the department all the best in the future.

Sincerely,

Officer Patrick Flathers

Not  
9.7.21



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*(Handwritten initials)*

POLICE COMMISSION

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

PAUL R. TOUSSAINT  
*Chief of Police*

*"Dedication, Pride, Integrity"*



Chief Toussaint,

This letter serves as my official notice of resignation with the Rochester Police Department.

I have accepted a position with the Sanford Police Department. This was an extremely difficult decision for my family. The Rochester Police Department has been an amazing place to work and I will forever value the experience, opportunities, and relationships I have built here.

This decision was not made lightly as I have zero complaints about my time working here. I hope to keep an excellent working relationship with the department as I begin my career with Sanford.

My last day with the department will be September 22, 2021. Again, I thank you and everyone in the department for the amazing opportunity to work for the City of Rochester.

Sincerely,

*(Handwritten signature)* 9/6/21

Officer Jeremy Riddle

Just  
9.6.21



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POLICE COMMISSION

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



PAUL R. TOUSSAINT  
*Chief of Police*

Dear Chief Toussaint,

Please accept this letter as notice of my resignation from my position of Patrol Officer. My last day of employment will be October 14<sup>th</sup> 2021.

I received an offer to work for Ogunquit Police Department. After careful consideration, I choose to accept their offer.

I just wanted to say thank you and that I am very appreciative that you hired me almost three years ago. I have met a lot of great people while working here. This decision was based on the retirement system and location. Thank you again for the opportunity to work at Rochester Police Department.

Sincerely,

Officer Jacob Coffey

*Jacob Coffey* 9/3/21

**PATROL DIVISION  
MONTHLY REPORT  
August 2021**

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

**RPOA:** Lt. Bossi attended the monthly RPOA meeting. Lt. Bossi was not able to present as the meeting ran out of time due to other materials covered. The do's and don'ts of tenant screening took up the bulk of the meeting. Lt. Bossi answered some questions reference to right to know and records requests.

**HONOR GUARD:** There are no scheduled HG events at this time.

**K-9:** Officer Hatch and K9 Gunner are now certified—they can be utilized for any article search or track.

**CompStat:** Regarding field activities, traffic stops have decreased this month although officers continue to be focused in the downtown area as well as major roads in and out of the City. Motor vehicle collisions have decreased since last month. We continue to see motor vehicle accidents in parking lots in the major shopping areas as well as along the major roadways. Our DWIs for the month came from accidents. We are starting to see more decreases to our field activity as our number of officers in patrol are decreasing. On a side note, a recent decision was made to temporarily pull POP, CEO, and the elementary SRO and place back in patrol effective September 13<sup>th</sup> until such time our new hires are released to solo patrol.

Our property crimes for the month show no trends or rushes of crimes occurring. Burglaries are up this month but there is no correlation between them. Thefts from motor vehicles are down along with motor vehicle thefts. Shoplifting remains consistent and apprehending people after the fact is difficult due to people wearing masks which makes identification tough. Vandalism has remained consistent, but there have been no trends or patterns related to this. YTD property crimes are down 16%.

Drug offenses compared to last month are lower, but year to date there has been an increase. Many of these drug offenses are discovered by searches incident to arrests, property searches, and plain view. Overdoses are still low and we are seeing a decline from last year. We are still seeing heroin, fentanyl, methamphetamine for a large portion of drugs, but we are also seeing some pills and marijuana as well.

Violent crimes are down significantly for this month. There have been no trends or patterns noted. Simple assault seems to still fluctuate, but there are no trends or patterns related to this. Aggravated assaults are down, and the one we had this month was DV related. YTD violent crimes are down 23%.

Respectfully submitted,

Captain Jason Thomas

# Rochester Police Department

## July 2021 Comp Stat Report



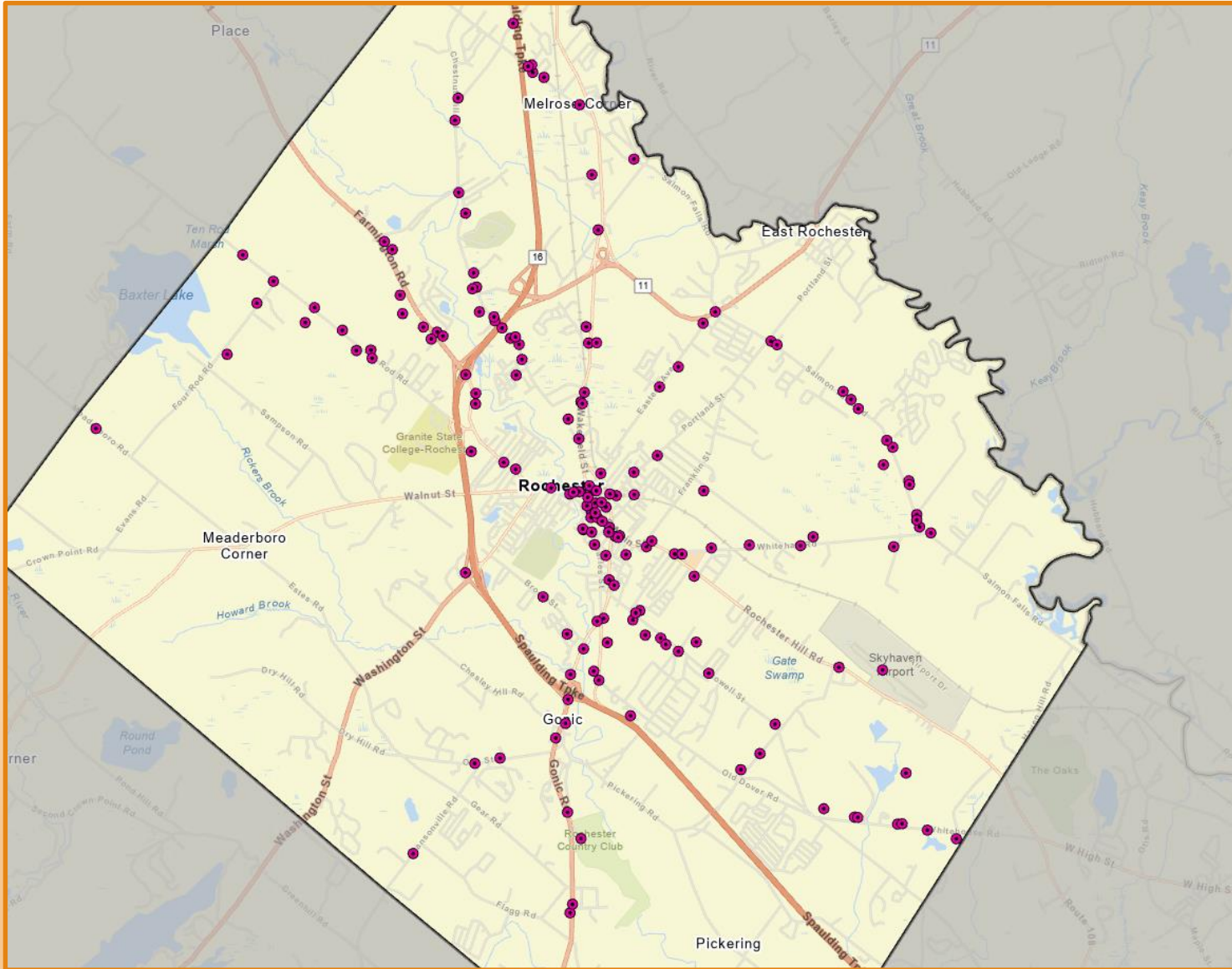
# July 2021 Traffic Activities

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

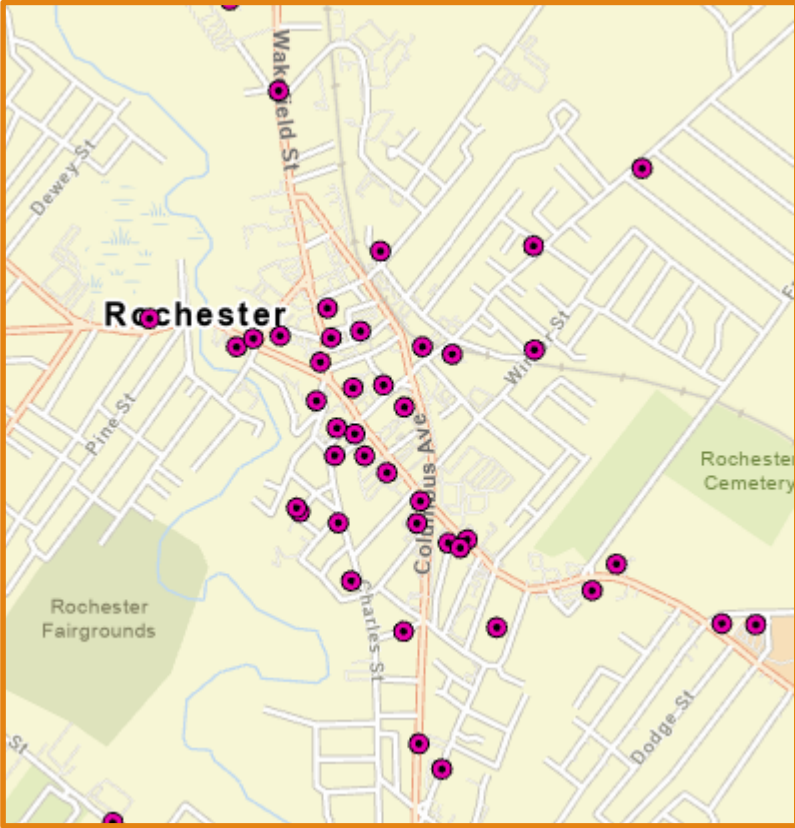
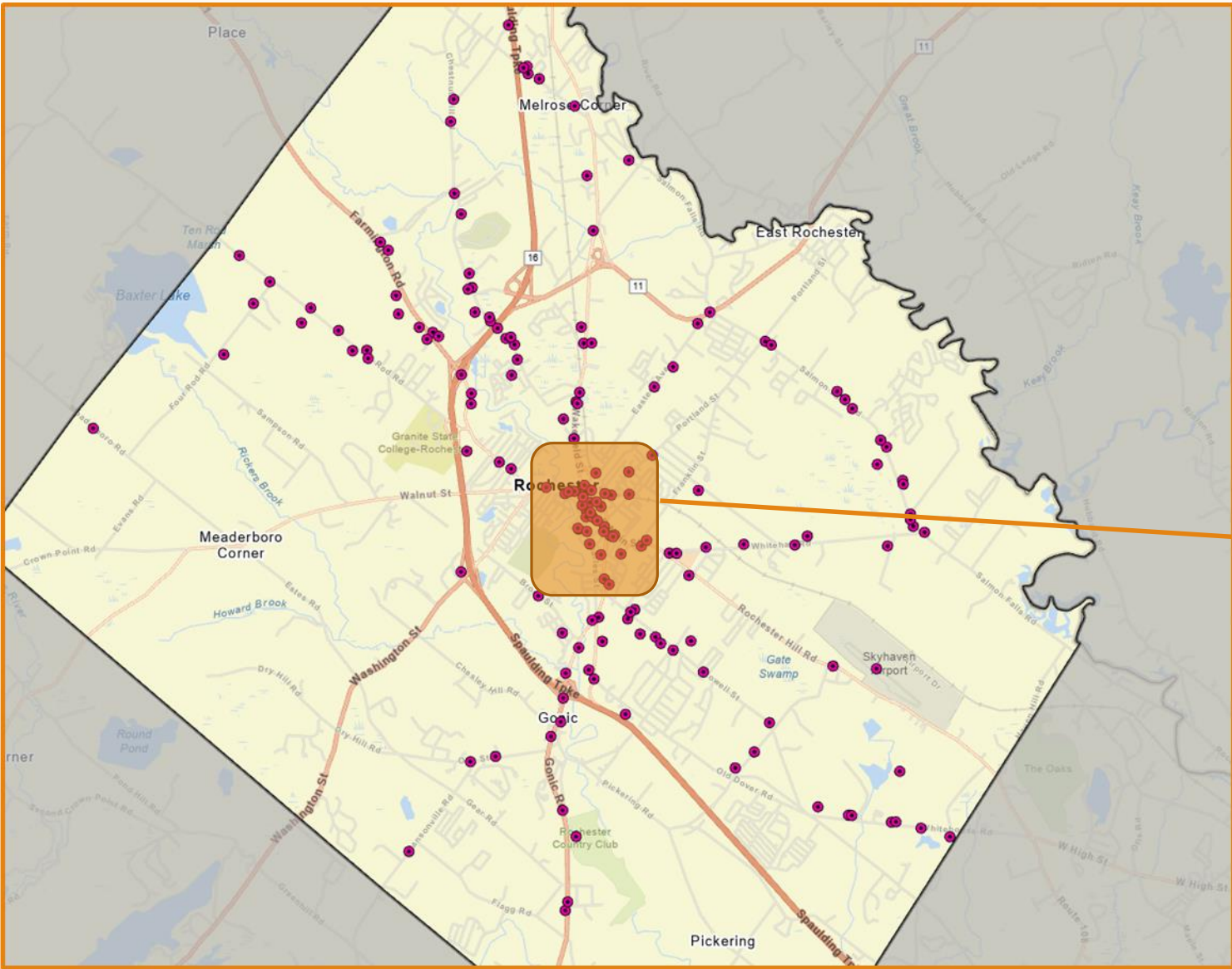
# Traffic Stops

## Traffic Stop Breakdown

- 287 Total Stops
  - 9 Arrests
    - All for traffic related offenses
  - 22 Summons
  - 248 Warnings
  - 4 No Action



# Downtown Traffic Stops





# Motor Vehicle Crashes

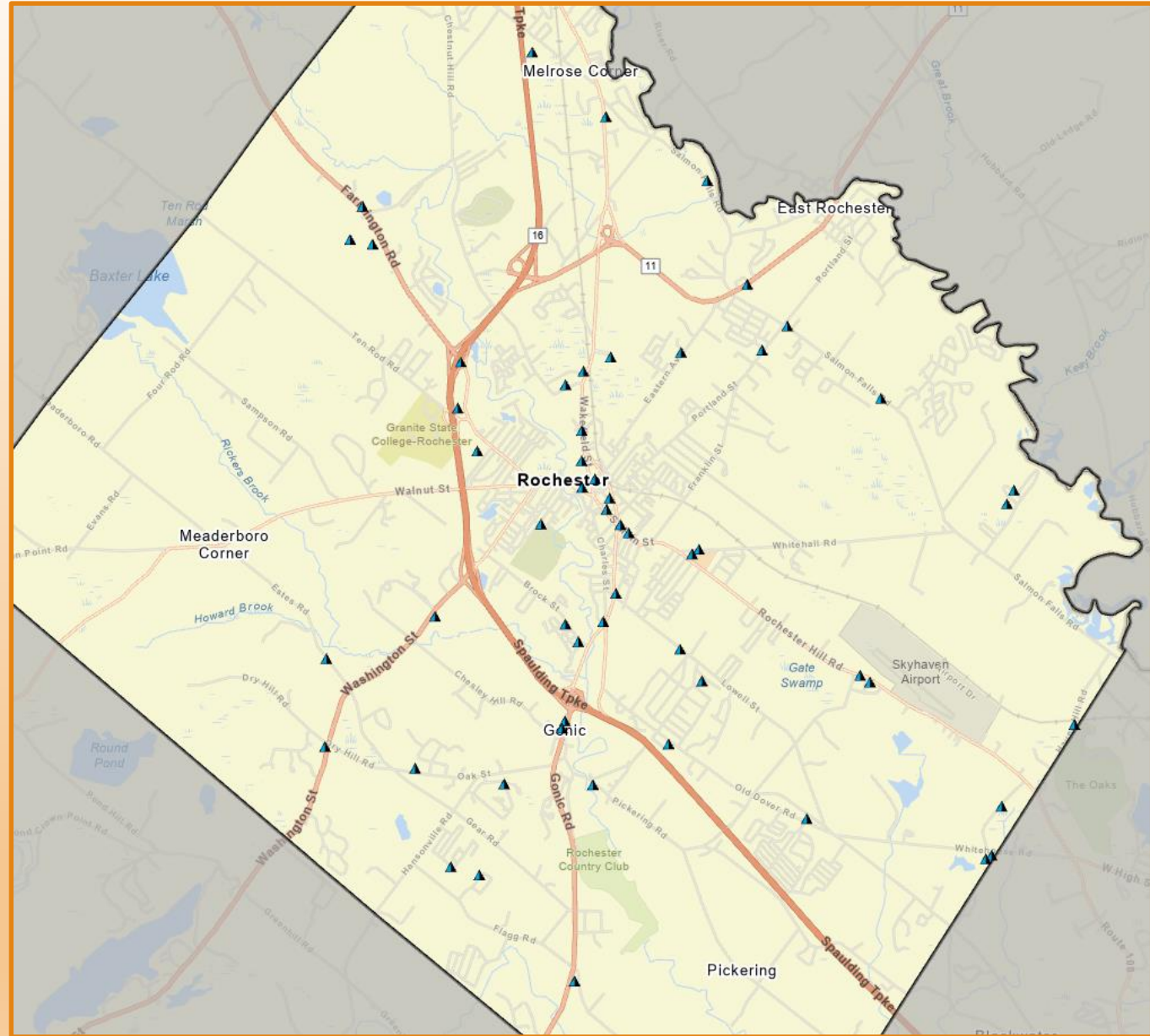
- **68 total crashes**

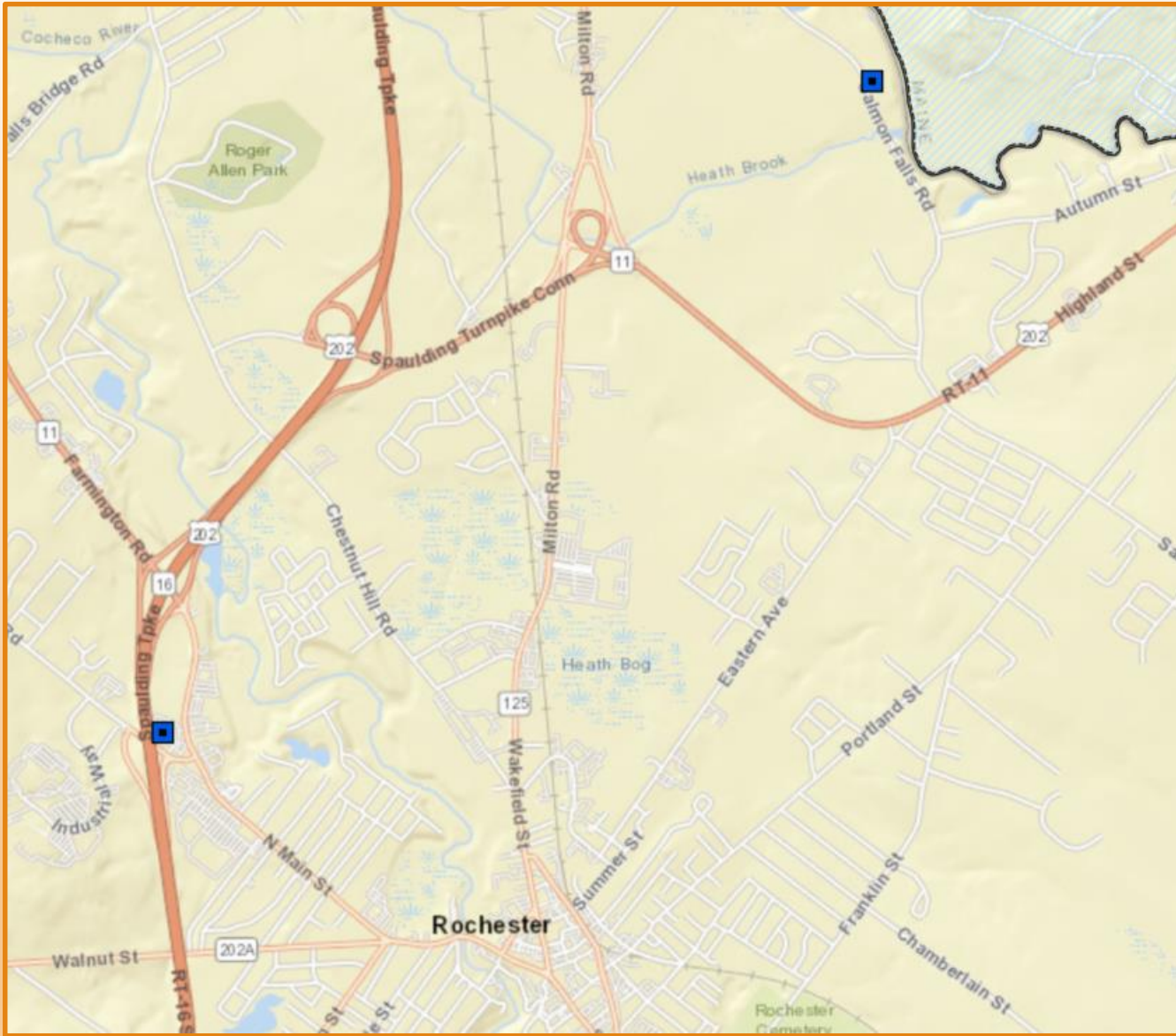
Significant decrease from the previous month. (31%)

- 7 Arrests
- 2 Summons issued
- 15 Parking lot crashes
- 10 Hit & Run crashes

## High Volume Roads

Street	# of Accidents
Washington St	5
Salmon Falls Rd	4
South Main St	4
Farmington Rd	3
Marketplace Blvd	3
Milton Rd	3
Rochester Hill Rd	3
Wakefield St	3
Whitehall Rd	3
Whitehouse Rd	3
<b>Total</b>	<b>34</b>





## DWI Incidents

Total Incidents – 2

- 1 drug related
- 1 alcohol related

Breakdown:

- Both incidents result of traffic crashes.

# Traffic Activity Comparisons

Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-21	YTD 21	YTD 20	% Change	YTD 19
Traffic Stops	287	620	-54%	313	-8%	245	2917	2568	14%	2909
Arrests from Stops	9	21	-57%	10	-10%	16	122	92	33%	136
Summons	22	17	29%	26	-15%	16	169	113	50%	131
Warnings	248	565	-56%	267	-7%	200	2517	2301	9%	2524
No Action	4	15	-73%	5	-20%	10	76	47	62%	100
Accidents	68	68	0%	99	-31%	74	514	585	-12%	540
Summons from ACs	2	0	0%	1	100%	0	16	14	14%	13
Arrests from ACs	7	8	-13%	6	17%	2	39	35	11%	32
Field Interviews	8	25	-68%	11	-27%	15	48	75	-36%	67
DWI	2	7	-71%	6	-67%	2	47	44	7%	50
<i>Narcotics</i>	1	2	-50%	2	-50%	2	19	16	19%	13
<i>Alcohol</i>	1	5	-80%	4	-75%	0	28	28	0%	37
DWI from Accidents	2	2	0%	4	-50%	0	20	12	67%	13

# Property Crimes

All Incident Reports												
Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-21	YTD 21	YTD 20	% Change	YTD 2021 Closure Rate	YTD 2020 Closure Rate	YTD 19
Burglary	9	2	350%	8	13%	4	44	31	42%	18%	13%	71
Shoplifting	15	23	-35%	14	7%	24	102	117	-13%	55%	67%	136
Theft from a Building	8	8	0%	5	60%	6	47	86	-45%	13%	26%	110
Theft from M/V (including Parts)	7	12	-42%	10	-30%	13	67	59	14%	1%	3%	131
All Other Theft	11	16	-31%	12	-8%	5	75	95	-21%	7%	7%	94
M/V Theft	0	2	-100%	3	-100%	2	21	25	-16%	29%	12%	21
Vandalism	25	30	-17%	39	-36%	31	193	239	-19%	23%	25%	223
<b>Total Property</b>	<b>75</b>	<b>93</b>	<b>-19%</b>	<b>91</b>	<b>-18%</b>	<b>85</b>	<b>549</b>	<b>652</b>	<b>-16%</b>	<b>21%</b>	<b>22%</b>	<b>786</b>
Arrests												
Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-21	YTD 21	YTD-20	% Change			YTD 19
Burglary	3	0	0%	3	0%	0	8	4	100%			15
Shoplifting	9	8	13%	10	-10%	13	56	78	-28%			132
Theft from a Building	1	0	0%	0	0%	2	6	22	-73%			20
Theft from M/V (including Parts)	1	0	0%	0	0%	0	1	2	-50%			8
All Other Theft	1	0	0%	2	-50%	1	5	7	-29%			4
M/V Theft	0	0	0%	1	-100%	0	6	3	100%			6
Vandalism	7	7	0%	6	17%	7	45	59	-24%			90
<b>Total Property</b>	<b>22</b>	<b>15</b>	<b>47%</b>	<b>22</b>	<b>0%</b>	<b>23</b>	<b>127</b>	<b>175</b>	<b>-27%</b>			<b>275</b>

# Drug Incidents

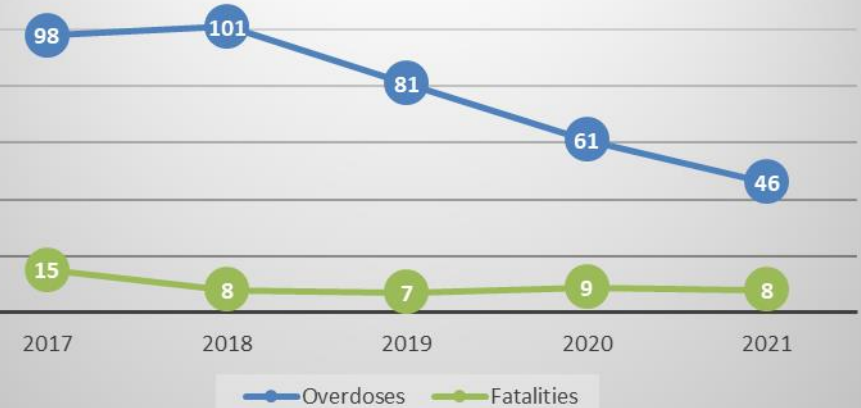
## Types of drugs found:

- Heroin/Fentanyl, Methamphetamine, Clonazepam, Alprazolam, Marijuana

## Types of cases:

- Search Incident to Arrest, Property Searches, Plain View Searches

## Overdoses/Fatalities by Year



All Incident Reports												
Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-21	YTD 21	YTD-20	% Change	YTD 2021 Closure Rate	YTD 2020 Closure Rate	YTD 19
Possession	13	13	0%	18	-28%	17	109	87	25%	36%	59%	85
Drug Events	9	5	80%	15	-40%	9	73	34	115%			85
Overdoses	6	7	-14%	9	-33%	5	46	61	-25%			81
Fatal Overdoses	1	0	0%	1	0%	0	8	9	-11%			7
<b>Total Drug</b>	<b>29</b>	<b>25</b>	<b>16%</b>	<b>43</b>	<b>-33%</b>	<b>31</b>	<b>236</b>	<b>191</b>	<b>24%</b>			<b>258</b>
					<b>Arrests</b>							
Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-21	YTD 21	TYD 20	% Change			YTD 19
Possession	9	9	0%	9	0%	8	39	51	-24%			61

# Violent Crimes

All Incident Reports												
Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-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	0	0	0%	0	0%	0	1	7	-86%	100%	71%	5
Aggravated Assault	1	4	-75%	3	-67%	3	17	22	-23%	53%	59%	40
<i>from DV*</i>	1	2	-50%	3	-67%	3	12	12	0%	67%	83%	12
Simple Assault	28	25	12%	36	-22%	19	183	232	-21%	48%	50%	223
<i>from DV*</i>	17	10	70%	12	42%	9	91	126	-28%	63%	67%	106
<b>Total Violent</b>	<b>29</b>	<b>29</b>	<b>0%</b>	<b>39</b>	<b>-26%</b>	<b>22</b>	<b>201</b>	<b>261</b>	<b>-23%</b>	<b>50%</b>	<b>45%</b>	<b>268</b>
Arrests												
Specific Crimes	Jul-21	Jul-20	% Change	Jun-21	% Change	May-21	YTD 21	YTD 20	% Change			YTD 19
Homicide	0	0	0%	0	0%	0	0	0	0%			1
Robbery	0	0	0%	1	-100%	0	1	5	-80%			4
Aggravated Assault	1	1	0%	2	-50%	2	9	13	-31%			24
<i>from DV*</i>	1	0	0%	2	-50%	2	8	10	-20%			9
Simple Assault	14	13	8%	19	-26%	11	88	116	-24%			144
<i>from DV*</i>	11	8	38%	7	57%	7	57	84	-32%			78
<b>Total Violent</b>	<b>15</b>	<b>14</b>	<b>7%</b>	<b>22</b>	<b>-32%</b>	<b>13</b>	<b>98</b>	<b>134</b>	<b>-27%</b>			<b>173</b>

# Domestic Violence Related Calls

July 2021

Misdemeanor – 16  
 Felony - 3  
 90F\* - 6

2021 Monthly Comparison



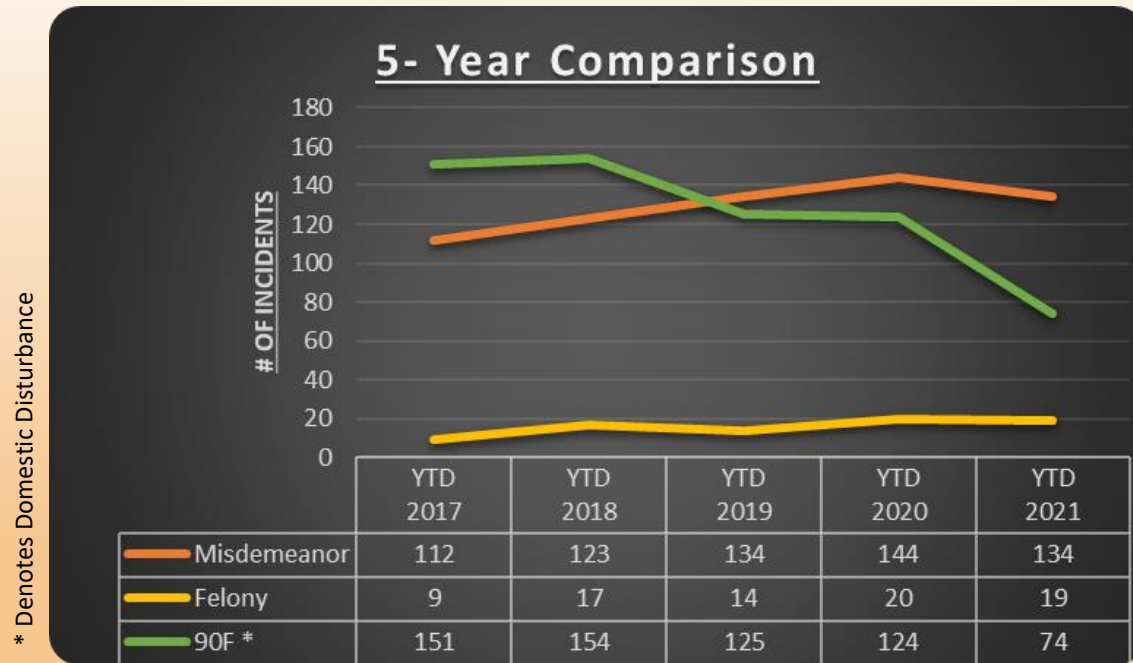
\* denotes Domestic Disturbance

3-Year Comparison



\* denotes Domestic Disturbance

# Domestic Violence Related Calls, (cont.)





# Threshold

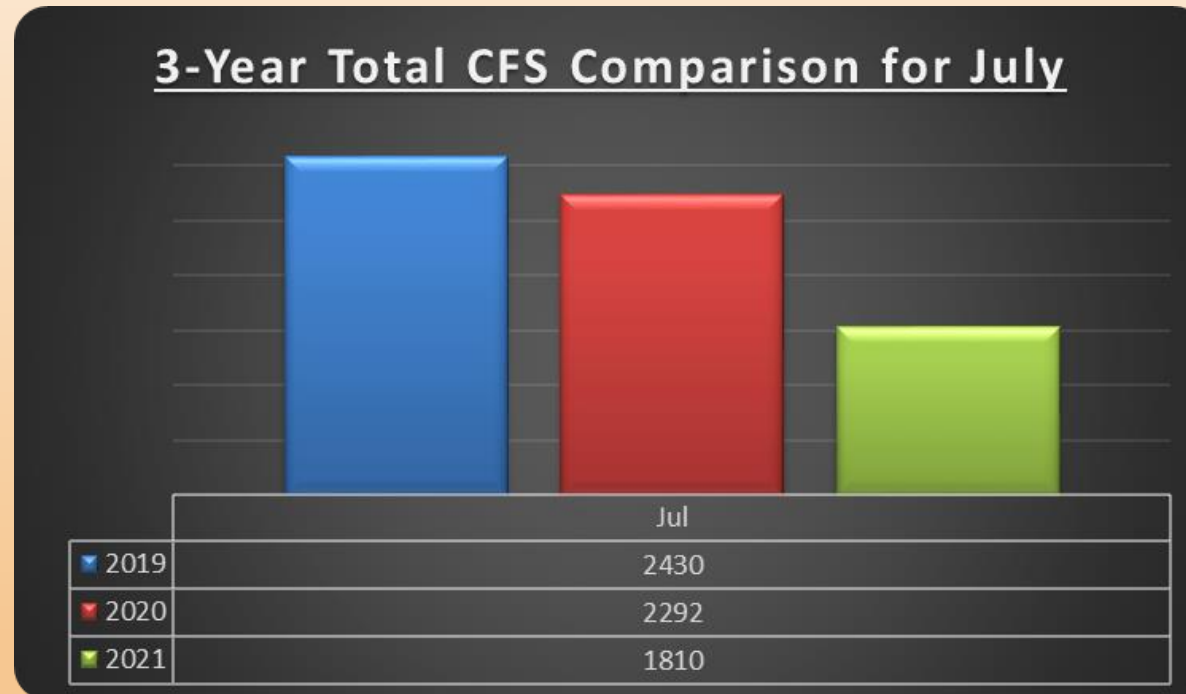
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	84	69-100	68	Moderately Low
Traffic Stop	701	353-1049	287	Moderately Low
DWI	7	4-10	2	Moderately Low
Robbery	2	0-3	0	Normal
Aggravated Assault	5	2-8	1	Moderately Low
Simple Assault	37	28-46	28	Normal
Burglary	8	4-12	9	Normal
Shoplifting	23	15-32	15	Normal
Theft from Building	16	9-24	8	Moderately Low
Theft from MV	15	6-23	7	Normal
MV Theft	3	1-5	0	Moderately Low
Vandalism	35	26-43	25	Moderately Low
Possession	16	10-21	13	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	44	33-54	29	Moderately Low
Property	117	92-141	75	Moderately Low

# Calls for Service 2019 thru 2021

YTD Calls for Service Breakdown  
2019 thru 2021

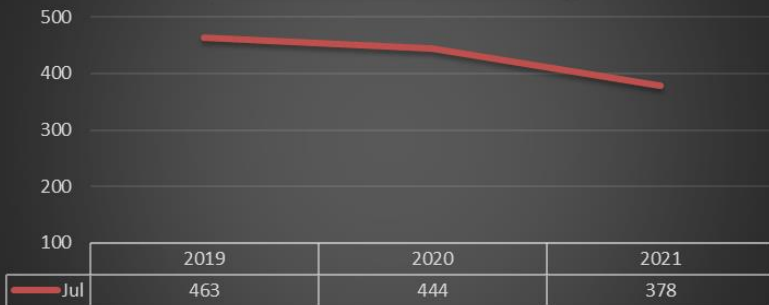


# 3-Year Calls for Service Comparison for July

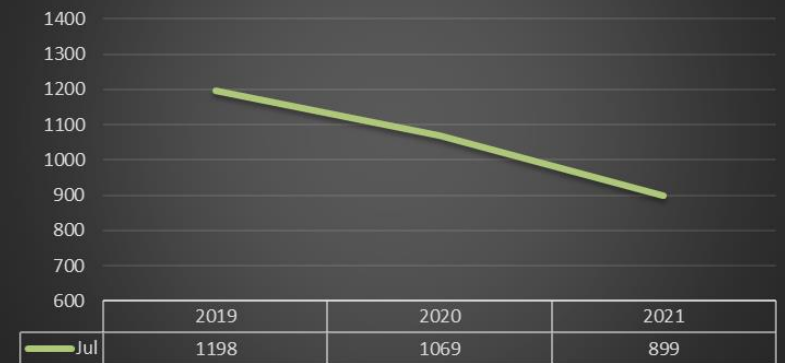


# Calls for Service 3 Year Trend by Priority

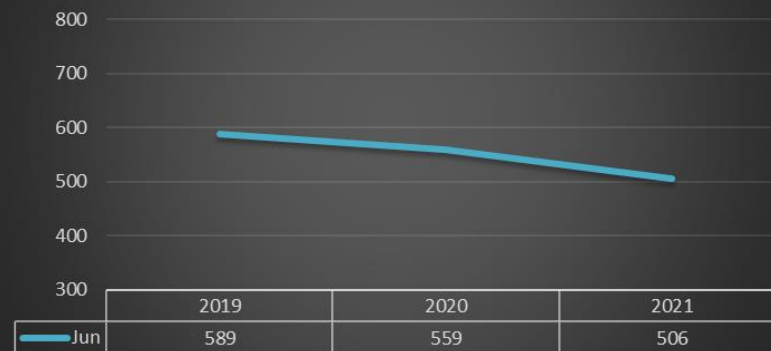
Priority 1 Calls For Service  
3-Year Trend for July



Priority 2 Calls For Service  
3-Year Trend for July

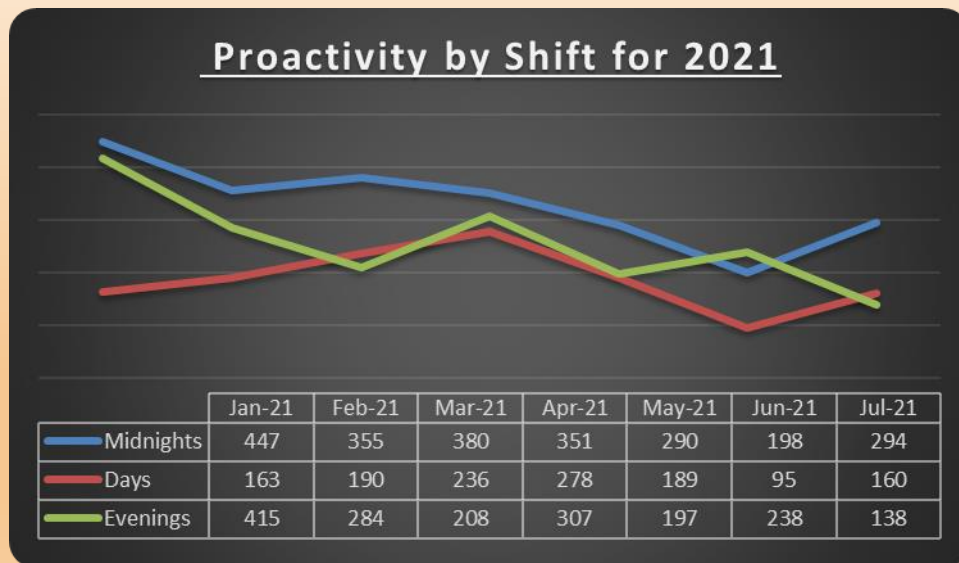


Priority 3 Calls For Service  
3-Year Trend for July



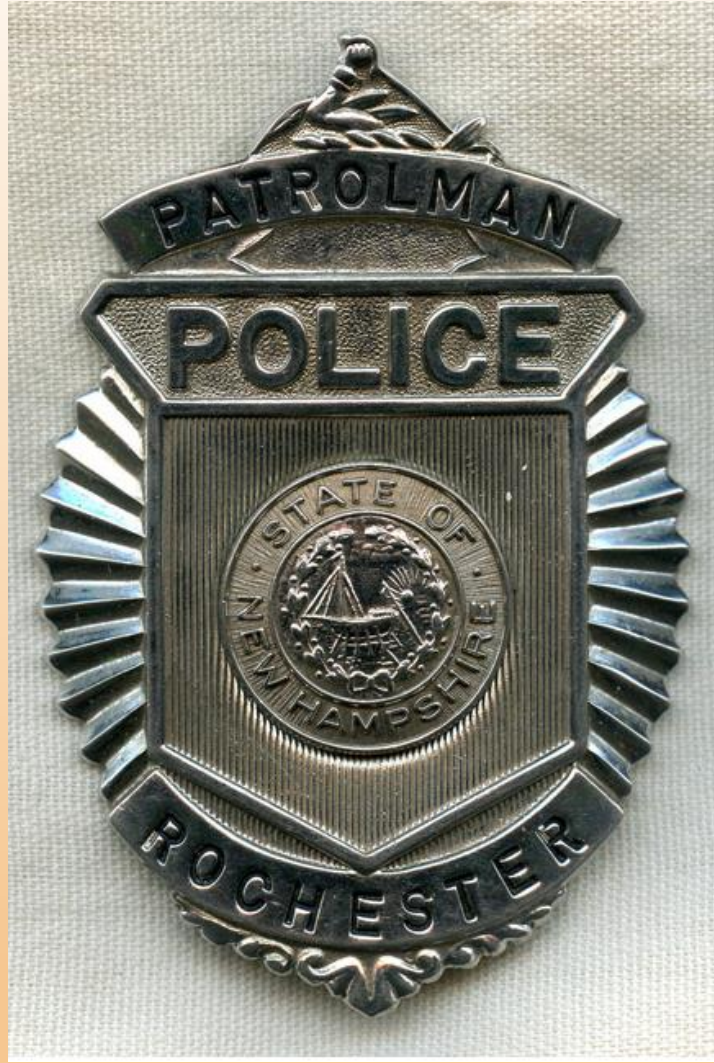
# Proactive Hours by Shift

## Proactivity by Shift for 2021



## 4-year Total Comparison for July





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**SUPPORT SERVICES DIVISION  
MONTHLY REPORT  
AUGUST 2021**

**INVESTIGATIVE SERVICES BUREAU (ISB):**

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

**EVIDENCE:**

- Number of pieces taken in: 255
- Number of pieces returned: 18
- Number of pieces destroyed: 71

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

- Due to the POP officers and the CEO working a rotating one week schedule in patrol and some vacation time off within the unit, activity was limited this month. The unit will also be working on closing existing cases and will be temporarily re-assigned full time to the Patrol Division in September to assist with the ongoing staffing shortage.
- The POP Unit continued working with other City staff regarding quality of life issues surrounding various properties.
- Officer Danie has been working on upcoming events.
  - 1) Working with the Rochester Main Street Board that he is on.
  - 2) Planning the RPBA & Crimeline Golf Tournament
  - 3) Working on planning a RAD, women's self defense, class in the near the future. Officer Danie continues to be involved with POP Officers Robinson and Seager.
- Officer Danie assisted with interviews for potential new hires
- Officer Danie taught firearms instruction to new trainees

**COMMUNICATION CENTER - DISPATCH:**

- Zetron for toning FD was recently installed and has been working with no issues. We also went live to tone EMS on the Zetron and share FD radio frequency.
- Our newest trainee is progressing nicely and is on schedule to possibly be released within the next month.
- We are holding interviews on 9/7 for our open dispatch position.
- The Dispatch Supervisor and the Crime Analyst recently attended a demo at Dover Police Department of their new CAD/RMS system, CSI. We are collaborating with IT to arrange a personal demo for our department.

- We are hosting a Dispatch Supervisor's Meeting here at the police department on 8/31 to discuss collaborations and training with the new Mutualink software provided by the State.

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

### **Juvenile Prosecution:**

#### **New cases**

Petitions: 1

Diversion: 0

CHINS: 1

0 = Show Cause/Case Status Hearing

0 = Emergency Placement AND/OR Arraignment

16= Arraignment (set for trial)

2 = Arraignments (resolved with a plea)

1 = Arraignment rescheduled, MTC, FTA

2 = Review hearings

0 = Violation hearings

2 = Trials resolved with a plea

0 = Trials either FTA or MTC

0 = Dispositional Hearing

Completed 1 investigation for a runaway CHINS, filed petition with court

Completed Investigation District Courts Cases:

2 = Motions to Impose

1 = Contempt

#### Miscellaneous:

- 56 hours: doing District Court/Prosecution work typically done by an Administrative Assistant
- 8/9 – 8/13 handled all adult hearings and trials in District Court
- 8/23 and 8/25 assisted with oral boards for most recent hiring process

### **SRO highlights:**

- The first day of school is Wednesday September 1<sup>st</sup> and Sgt. Deluca and Officer Jackson will be resuming their roles at the Middle and High Schools.
- Due to the ongoing staffing shortage in the Patrol Division, Officer Porfido has been re-assigned to the Patrol Division and will not be working in an SRO capacity at the elementary schools until staffing levels allow.

#### **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 presented 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 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 coordinated NNO which turned out to be a huge success in the community- gauging attendance about 1000+ for the evening with touch-a-truck and a movie in the Commons. Great community policing opportunity and a large turnout for the backpack give-away by our movie sponsor, Guyer Travel.
- Staff wrapped up the last Teen Travel trip where we took 19 teens to Smitty’s in Sanford to play games, bowl and see a movie, providing them positive adult support and a healthy environment to spend time in.
- Staff has started working with New Futures Policy Advocacy Committee on adjusting juvenile laws to address youth substance use. This has been a large challenge with the alcohol and marijuana statutes, not written ideally for juvenile law.

### **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 and often do not show up on the Police log as they handle them directly without calling dispatch to enter a call for service.
- There were 27 Police related calls for service at the housing properties.
- Officers Mundy and Babine used a call for service regarding a found needle/syringe as an opportunity to educate 10 children who were around on what to do in those situations.
- Cold Spring has had steady activity. One of the incidents that resulted in a lengthy investigation ended with an arrest and that person no longer being on property.
- Another incident revolves around a drug investigation where a couple of non-residents were arrested at that specific apartment. This has generated a lease violation and moving forward with evection.
- The housing officers completed 1 housing background for the month.

Respectfully Submitted,

Captain Todd Pinkham  
Support Services Division

## **ADMINISTRATIVE MONTHLY REPORT**

**August 2021**

### **Financial/Purchasing**

- The final FY21 fiscal year end numbers are pending. However due largely to our open positions we returned \$706,267.00 to the City.
- We had two bid openings this month for our frontline cruiser bids and a bid to replace the animal control vehicle. The frontline cruiser bid (22-28) for two cruisers was awarded to Rochester Ford. We will be adding a third vehicle to the order to replace Car 18 totaled in an accident. Payment for that will come from insurance. The animal control vehicle bid (22-29) was awarded to Arundel Ford.
- Radio Replacement Project- 2-Way has been on premise during the month working on several punch list items. We successfully installed and migrated the station alerting from the old technology to the new Z-Tron system paired with the fire department's eDispatch system.
- Mobile Dispatch Backup-No major updates, but we have started to receive the Motorola equipment. While it does not appear we will meet my original goal of having the trailer completed for the fair, the hope is we will start on construction in September.
- We received notification from the Department of Justice at the end of July that we were eligible for a 2021 JAG Grant of \$30,360.00. We received authorization from the City Manager to apply. We solicited input from all members as to where to allocate the funding. We chose to use the funding for various projects which just would not fit in under our current budget. The following items will be purchased; optics for patrol rifles, ISB callout jackets, faraday cage, thermal imager, gun locker, replacement exercise/cardio machine, and steel reactive targets for the range.
- There was one purchase of \$5000 or more which would require a signature from the commission this month, which was to purchase ballistic vests and carrier for our six new hires.
- I have received pricing quotes from both WatchGuard and Body Worn for the body camera CIP project. I have also had discussions with the Axon representative for a demonstration and pricing for their body cameras solution. Due to the cost of this project under City purchasing guidelines this would normally require us to go out to bid. I will be requesting from finance to possibly approve a waiver to the policy.

### **Training/Hiring**

- New officer recruits Moon and Gleason graduated on August 20<sup>th</sup> from the NH Basic Police Academy. Both are now completing some in house training we were unable to complete prior to their academy. We anticipate having them into field training on or about September 5<sup>th</sup>.

- Our six new hires started on August 2<sup>nd</sup> are taking part in various in house training requirements. The four uncertified recruits have passed their academy entrance PT test and will be starting at the academy on August 30<sup>th</sup>. The two out of state certified recruits will be entering their field training and will be attending the law package classes throughout this academy.
- Capt. Thomas started our new hiring process with oral board and PT tests on August 23 & 25. We will be looking to bring candidates before the Commission in September for interviews.
- As typical in August there is very limited outside training opportunities and we did not send anyone to any outside training. Officers have been working on completing required online training through our PoliceOne Academy. Some of which courses are to meet the new training requirements for all officers in the state.

### **OTHER**

- With the introductions of the Granite State Fair at the Rochester Fairgrounds, I have met with the individuals in charge of the event to discuss police details for the eight-day event. The schedule will look similar to the 2019 event starting on a Thursday 9/16/21 through Sunday 9/19/21. The fair will be closed Mon-Wed. and reopen for the second four day Thursday 9/23/21 through 9/26/21.

Respectfully Submitted,  
Gary Boudreau  
Deputy Chief of Police



August

**2021**

**Expense & Revenue Reports**

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CITY OF ROCHESTER  
FINANCIALS FOR AUGUST 2021

P 1  
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FOR 2022 02

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	110,113.14	.00	579,054.86	16.0%
<a href="#">12010053 511002 SALARIES - PART</a>	109,575.00	.00	109,575.00	17,672.87	.00	91,902.13	16.1%
<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	18,532.44	.00	191,467.56	8.8%
<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	1,384.56	.00	7,615.44	15.4%
<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	11,489.56	.00	58,406.44	16.4%
<a href="#">12010053 521200 DENTAL INSURANC</a>	1,670.00	.00	1,670.00	278.32	.00	1,391.68	16.7%
<a href="#">12010053 521300 LIFE INSURANCE</a>	1,441.00	.00	1,441.00	260.70	.00	1,180.30	18.1%
<a href="#">12010053 522000 SOCIAL SECURITY</a>	14,849.00	.00	14,849.00	2,077.15	.00	12,771.85	14.0%
<a href="#">12010053 523000 RETIREMENT CONT</a>	314,300.00	.00	314,300.00	39,032.74	.00	275,267.26	12.4%
<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	661.20	.00	3,237.80	17.0%
<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	625.00	14,371.00	25.7%
<a href="#">12010053 532200 CONTRACTED SERV</a>	75,780.00	.00	75,780.00	31.80	75,666.20	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	945.00	6,363.00	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	212.16	2,787.84	602.00	83.3%
<a href="#">12010053 543001 VEHICLES MAINT</a>	35,000.00	.00	35,000.00	4,399.68	5,580.86	25,019.46	28.5%
<a href="#">12010053 543002 EQUIPMENT MAINT</a>	66,327.00	.00	66,327.00	24,337.10	25,199.50	16,790.40	74.7%
<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  
FINANCIALS FOR AUGUST 2021

P 2  
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FOR 2022 02

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<a href="#">12010053</a>	<a href="#">552004</a>	<a href="#">OFFICERS LIABIL</a>	43,851.00	.00	43,851.00	.00	43,851.00	.0%
<a href="#">12010053</a>	<a href="#">553000</a>	<a href="#">COMMUNICATIONS</a>	41,443.00	.00	41,443.00	2,910.34	30,800.54	25.7%
<a href="#">12010053</a>	<a href="#">553400</a>	<a href="#">POSTAGE FEES</a>	8,050.00	.00	8,050.00	23.08	8,026.92	.3%
<a href="#">12010053</a>	<a href="#">554000</a>	<a href="#">ADVERTISING</a>	1,500.00	.00	1,500.00	.00	500.00	66.7%
<a href="#">12010053</a>	<a href="#">555000</a>	<a href="#">PRINTING AND BI</a>	4,000.00	.00	4,000.00	238.13	3,761.87	6.0%
<a href="#">12010053</a>	<a href="#">556000</a>	<a href="#">TUITION</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">558000</a>	<a href="#">TRAVEL</a>	6,100.00	.00	6,100.00	.00	5,900.00	3.3%
<a href="#">12010053</a>	<a href="#">561003</a>	<a href="#">OFFICE SUPPLIES</a>	5,473.00	.00	5,473.00	.00	5,473.00	.0%
<a href="#">12010053</a>	<a href="#">561005</a>	<a href="#">PUBLICATIONS</a>	2,250.00	.00	2,250.00	1.00	2,050.50	8.9%
<a href="#">12010053</a>	<a href="#">561006</a>	<a href="#">AMMUNITION</a>	25,974.00	.00	25,974.00	1,000.00	24,974.00	3.9%
<a href="#">12010053</a>	<a href="#">561008</a>	<a href="#">VEHICLE SUPPLIE</a>	11,030.00	.00	11,030.00	1,370.00	9,043.39	18.0%
<a href="#">12010053</a>	<a href="#">561009</a>	<a href="#">TRAINING MATERI</a>	350.00	.00	350.00	.00	350.00	.0%
<a href="#">12010053</a>	<a href="#">561010</a>	<a href="#">CLOTHING</a>	65,500.00	.00	65,500.00	2,131.46	51,506.40	21.4%
<a href="#">12010053</a>	<a href="#">561032</a>	<a href="#">OTHER OPERATION</a>	16,885.00	.00	16,885.00	859.68	10,156.38	39.8%
<a href="#">12010053</a>	<a href="#">562200</a>	<a href="#">ELECTRICITY</a>	59,000.00	.00	59,000.00	5,158.72	8.00	100.0%
<a href="#">12010053</a>	<a href="#">562400</a>	<a href="#">HEATING FUEL</a>	8,500.00	.00	8,500.00	104.32	1,100.00	87.1%
<a href="#">12010053</a>	<a href="#">562600</a>	<a href="#">VEHICLE FUEL</a>	77,549.00	.00	77,549.00	.00	77,549.00	.0%
<a href="#">12010053</a>	<a href="#">573200</a>	<a href="#">NEW VEHICLES</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">573401</a>	<a href="#">ADMIN EQUIPMENT</a>	1,500.00	.00	1,500.00	.00	1,130.02	24.7%
<a href="#">12010053</a>	<a href="#">573900</a>	<a href="#">OTHER EQUIPMENT</a>	16,354.00	.00	16,354.00	.00	9,700.88	40.7%
<a href="#">12010053</a>	<a href="#">581000</a>	<a href="#">DUES AND FEES</a>	2,920.00	.00	2,920.00	400.00	1,360.00	53.4%
<a href="#">12010053</a>	<a href="#">581100</a>	<a href="#">DONATION EXPEND</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589003</a>	<a href="#">SEIZED PROPERTY</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589004</a>	<a href="#">SEIZED PROPERTY</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589005</a>	<a href="#">DARE CONTRIBUTI</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589006</a>	<a href="#">DARE CONTRIBUTI</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589007</a>	<a href="#">CITY WIDE PROGR</a>	15,750.00	.00	15,750.00	71.64	15,480.34	1.7%
<a href="#">12010053</a>	<a href="#">589100</a>	<a href="#">LLEBG 102 RECEI</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589101</a>	<a href="#">LLEBG 102 FEDER</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589102</a>	<a href="#">LLEBG 102 CITY</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589113</a>	<a href="#">LLEBG 115 RECEI</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589114</a>	<a href="#">LLEBG 115 FEDER</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589115</a>	<a href="#">LLEBG 115 CITY</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589130</a>	<a href="#">COPSMORE 032 RE</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589131</a>	<a href="#">COPSMORE 032 FE</a>	.00	.00	.00	.00	.00	.0%
<a href="#">12010053</a>	<a href="#">589132</a>	<a href="#">COPSMORE 032 CI</a>	.00	.00	.00	.00	.00	.0%
TOTAL PD ADMINISTRATIVE SERVIC		2,232,001.00	.00	2,232,001.00	262,257.26	216,860.79	1,752,882.95	21.5%
12012453 PD PATROL SERVICES								
<a href="#">12012453</a>	<a href="#">511001</a>	<a href="#">SALARIES - FULL</a>	3,476,575.00	.00	3,476,575.00	427,252.46	3,049,322.54	12.3%

09/01/2021 09:39  
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CITY OF ROCHESTER  
FINANCIALS FOR AUGUST 2021

P 3  
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FOR 2022 02

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	9,698.17	.00	42,224.83	18.7%
12012453	511003 SALARIES - EARL	107,458.00	.00	107,458.00	8,445.65	.00	99,012.35	7.9%
12012453	511004 SALARIES - HOLI	156,385.00	.00	156,385.00	4,642.41	.00	151,742.59	3.0%
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	26,348.88	.00	82,197.12	24.3%
12012453	513002 OVERTIME - TRAI	28,940.00	.00	28,940.00	3,952.19	.00	24,987.81	13.7%
12012453	513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12012453	514000 EDUCATION INCEN	17,000.00	.00	17,000.00	2,307.60	.00	14,692.40	13.6%
12012453	515001 ON CALL	7,800.00	.00	7,800.00	1,050.00	.00	6,750.00	13.5%
12012453	516000 LONGEVITY	14,000.00	.00	14,000.00	1,000.00	.00	13,000.00	7.1%
12012453	521100 HEALTH INSURANC	508,457.00	.00	508,457.00	63,271.51	.00	445,185.49	12.4%
12012453	521200 DENTAL INSURANC	12,630.00	.00	12,630.00	1,653.20	.00	10,976.80	13.1%
12012453	521300 LIFE INSURANCE	2,722.00	.00	2,722.00	393.42	.00	2,328.58	14.5%
12012453	522000 SOCIAL SECURITY	55,315.00	.00	55,315.00	6,766.35	.00	48,548.65	12.2%
12012453	523000 RETIREMENT CONT	1,310,946.00	.00	1,310,946.00	158,262.60	.00	1,152,683.40	12.1%
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	715,044.44	.00	5,145,417.56	12.2%





09/01/2021 09:39  
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CITY OF ROCHESTER  
FINANCIALS FOR AUGUST 2021

P 5  
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FOR 2022 02

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	67,078.08	.00	423,455.92	13.7%
TOTAL GENERAL FUND		8,582,997.00	.00	8,582,997.00	1,044,379.78	216,860.79	7,321,756.43	14.7%
TOTAL EXPENSES		8,582,997.00	.00	8,582,997.00	1,044,379.78	216,860.79	7,321,756.43	

09/01/2021 09:39  
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CITY OF ROCHESTER  
FINANCIALS FOR AUGUST 2021

P 6  
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FOR 2022 02

	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	1,044,379.78	216,860.79	7,321,756.43	14.7%

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

09/01/2021 09:42  
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CITY OF ROCHESTER  
FINANCIALS FOR DISPATCH AUGUST 2021

P 1  
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FOR 2022 02

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12030153 DISPATCH CENTER							
<a href="#">12030153 511001 SALARIES - FULL</a>	560,381.00	.00	560,381.00	79,212.26	.00	481,168.74	14.1%
<a href="#">12030153 511002 SALARIES - PART</a>	2,000.00	.00	2,000.00	471.94	.00	1,528.06	23.6%
<a href="#">12030153 511004 SALARIES - HOLI</a>	21,304.00	.00	21,304.00	710.00	.00	20,594.00	3.3%
<a href="#">12030153 511012 SHIFT DIFFERENT</a>	12,410.00	.00	12,410.00	1,729.24	.00	10,680.76	13.9%
<a href="#">12030153 511099 SALARIES - ADJU</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 513001 OVERTIME - REGU</a>	34,000.00	.00	34,000.00	8,566.43	.00	25,433.57	25.2%
<a href="#">12030153 513002 OVERTIME-TRAINI</a>	10,000.00	.00	10,000.00	88.00	.00	9,912.00	.9%
<a href="#">12030153 516000 LONGEVITY</a>	3,869.00	.00	3,869.00	375.00	.00	3,494.00	9.7%
<a href="#">12030153 521100 HEALTH INSURANC</a>	125,275.00	.00	125,275.00	16,419.02	.00	108,855.98	13.1%
<a href="#">12030153 521200 DENTAL INSURANC</a>	3,010.00	.00	3,010.00	419.14	.00	2,590.86	13.9%
<a href="#">12030153 521300 LIFE INSURANCE</a>	1,014.00	.00	1,014.00	171.00	.00	843.00	16.9%
<a href="#">12030153 522000 SOCIAL SECURITY</a>	45,116.00	.00	45,116.00	6,653.43	.00	38,462.57	14.7%
<a href="#">12030153 523000 RETIREMENT CONT</a>	88,517.00	.00	88,517.00	12,705.63	.00	75,811.37	14.4%
<a href="#">12030153 525000 UNEMPLOYMENT</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 526000 WORKERS' COMPEN</a>	883.00	.00	883.00	.00	.00	883.00	.0%
<a href="#">12030153 528001 DISABILITY INSU</a>	4,980.00	.00	4,980.00	847.10	.00	4,132.90	17.0%
<a href="#">12030153 532001 STAFF DEVELOPME</a>	3,300.00	.00	3,300.00	.00	.00	3,300.00	.0%
<a href="#">12030153 532200 CONTRACTED SERV</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 533004 MEDICAL SERVICE</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 533010 LABOR NEGOTIATI</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 534001 STATE FEE COMPU</a>	4,500.00	.00	4,500.00	.00	360.00	4,140.00	8.0%
<a href="#">12030153 534003 SOFTWARE MAINT/</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 543002 EQUIPMENT MAINT</a>	27,354.00	.00	27,354.00	8,745.00	3,974.00	14,635.00	46.5%
<a href="#">12030153 544500 LEASE COPIER/PR</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 552003 GENERAL LIABILI</a>	2,895.00	.00	2,895.00	.00	.00	2,895.00	.0%
<a href="#">12030153 553000 COMMUNICATIONS</a>	500.00	.00	500.00	81.46	.00	418.54	16.3%
<a href="#">12030153 554000 ADVERTISING</a>	68.00	.00	68.00	.00	.00	68.00	.0%
<a href="#">12030153 556000 TUITION</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 558000 TRAVEL</a>	2,000.00	.00	2,000.00	.00	.00	2,000.00	.0%
<a href="#">12030153 561003 OFFICE SUPPLIES</a>	1,250.00	.00	1,250.00	.00	26.95	1,223.05	2.2%
<a href="#">12030153 561010 CLOTHING</a>	1,300.00	.00	1,300.00	.00	36.75	1,263.25	2.8%
<a href="#">12030153 561032 OTHER OPERATION</a>	2,500.00	.00	2,500.00	.00	.00	2,500.00	.0%
<a href="#">12030153 573401 ADMIN EQUIPMENT</a>	10,684.00	.00	10,684.00	85.98	6,653.12	3,944.90	63.1%
<a href="#">12030153 573900 OTHER EQUIPMENT</a>	.00	.00	.00	.00	.00	.00	.0%
<a href="#">12030153 581000 DUES AND FEES</a>	550.00	.00	550.00	.00	469.00	81.00	85.3%
TOTAL DISPATCH CENTER	969,660.00	.00	969,660.00	137,280.63	11,519.82	820,859.55	15.3%
TOTAL GENERAL FUND	969,660.00	.00	969,660.00	137,280.63	11,519.82	820,859.55	15.3%
TOTAL EXPENSES	969,660.00	.00	969,660.00	137,280.63	11,519.82	820,859.55	

09/01/2021 09:42  
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CITY OF ROCHESTER  
FINANCIALS FOR DISPATCH AUGUST 2021

P 2  
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FOR 2022 02

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	969,660.00	.00	969,660.00	137,280.63	11,519.82	820,859.55	15.3%

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

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : DeCost, Kendall		DATE: 8/6/21 TIME: 1500
2. <u>TYPE OF ENTRY</u> ___ RECOMMENDATION                    ___ COUNSELING ___ TRAINING INTERVIEW                    ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP <u> X </u> OTHER		
3. <u>NARRATIVE</u> : Officer Kendall DeCost displayed her dedication to service and ability to effectively and efficiently collaborate with other members of this agency, resulting in the successful federal prosecution of a suspect for firearm violations. This dangerous individual will serve up to 10 years in federal prison and will make out community safer.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> :  See attached.  SIGNATURE: <u><i>James Benjamin</i></u> DATE: <u>8/6/21</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job going above and beyond by looking @ everything! Forward to Commission, add to personnel folder.</i>  SIGNATURE: <u><i>Joshua</i></u> DATE: <u>8-20-21</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Kendall!</i>  SIGNATURE: <u><i>EJR</i></u> DATE: <u>8-9-21</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Kendall!</i>  SIGNATURE: <u><i>R</i></u> DATE: <u>8-9-21</u>		

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. EMPLOYEE NAME: Flathers, Patrick		DATE: 8/6/21 TIME: 1500
2. TYPE OF ENTRY   ___ RECOMMENDATION                   ___ COUNSELING ___ TRAINING INTERVIEW               ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP        ___ X OTHER		
3. NARRATIVE: Officer Patrick Flathers displayed his dedication to service and ability to effectively and efficiently collaborate with other members of this agency, resulting in the successful federal prosecution of a suspect for firearm violations. This dangerous individual will serve up to 10 years in federal prison and will make our community safer.		
4. ACTION TAKEN BY SUPERVISOR:  See attached.  SIGNATURE: <u><i>James A. Benjamin</i></u> DATE: 8/6/21		
5. COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER: <i>Great job going above and beyond on this! Forward to Commission and place in personal folder.</i>  SIGNATURE: <u><i>Joseph P...</i></u> DATE: 8-6-21		
6. COMMENTS OF DEPUTY CHIEF OF POLICE: <i>Great work Patrick!</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <i>8-6-21</i>		
7. COMMENTS OF CHIEF OF POLICE: <i>Nice work Patrick!</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <i>8-9-21</i>		



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Robinson, William		DATE: 8/6/21 TIME: 1500
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 ability to effectively and efficiently collaborate with other members of this agency, and federal law enforcement, resulting in the successful federal prosecution of a suspect for firearm violations. This dangerous individual will serve up to 10 years in federal prison and will make our community safer.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> :  See attached.  SIGNATURE: <u><i>James A. Benjamin</i></u> DATE: <u>8/6/21</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Will! Glad to see all the effort paid off! Forward to Commission &amp; add to personnel file</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>8-6-21</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Will!</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>8-9-21</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Will!</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>8-9-21</u>		



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Seager, Thomas		DATE: 8/6/21 TIME: 1500
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 ability to effectively and efficiently collaborate with other members of this agency, and federal law enforcement, resulting in the successful federal prosecution of a suspect for firearm violations. This dangerous individual will serve up to 10 years in federal prison and will make out community safer.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u>  See attached.  SIGNATURE: <u>James Benjamin</u> DATE: <u>8/6/21</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> Great job! Hard work paid off on this one! Forward to Commission - add to personnel folder.  SIGNATURE: <u>[Signature]</u> DATE: <u>8-6-21</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <u>Great work Thomas</u>  SIGNATURE: <u>[Signature]</u> DATE: <u>8-9-21</u>		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <u>Nice work Tom!</u>  SIGNATURE: <u>[Signature]</u> DATE: <u>8-9-21</u>		



# 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

VACANT

*Chairman*

DAVID R. STEVENS

*Vice Chairman*

LISA M. STANLEY

*Commissioner*



Captain Pinkham,

I wanted to inform you of some extra-ordinary police work from both members of the patrol division, problem oriented policing unit, and investigative services bureau, which culminated to aid in a successful federal prosecution.

In the April of 2020 a particular residence within the City had risen to the attention of the problem oriented policing unit officers. The POP officers began investigating this residence in an effort to resolve the issues stemming from it and the nuisance it was creating for the neighborhood. Utilizing sources, Officer Seager received a tip that a vehicle parked in the driveway of the residence had stolen firearms inside of it.

Officer Seager responded to investigate this tip he received and observed two AR style rifles and a handgun inside the vehicle. A search warrant was completed and approved and the firearms were seized. As a result of Officer Seager's tenacious investigation, and with the assistance of Detective Garstin, he was able to learn that the firearms were possibly owned by a male by the name of Sauma Deb. Officer Seager and Officer Robinson made contact with Deb and through his interview learned Deb claimed ownership of the firearms.

As the investigation continued Officer Seager and Officer Robinson learned that Alcohol, Tobacco, Firearms, and Explosives (ATF), currently had an open investigation on Deb. Officer Seager and Officer Robinson learned that Deb was not allowed to possess or purchase firearms. These officers worked closely with the ATF and ultimately this led to the ATF taking over the investigation for potential federal charges.

It should be noted that Detective Garstin played a key role in assisting Officer Seager by conducting a trace on the seized firearms and connecting Officer Seager to the ATF regarding the potential federal violations. Refer to offense report 20-1322-OF for further detail.

In March, patrol officers responded to a parking complaint on Winter Street. Officer P. Flathers and Officer DeCost responded to investigate. Through their investigation they discovered the rental car in question belonged to Deb. Through further questioning, Deb admitted that he was the one in control of the rental vehicle. Officer DeCost developed probable cause to impound the vehicle for a narcotics search warrant.

Officer DeCost and Officer P. Flathers received the approved search warrant and conducted the search warrant. As a result, the officers located narcotics and paraphernalia, ammunition, and an AR style rifle. Officer Seager and Officer Robinson had ensured they passed along the information they had on Deb, as well as other investigations, during patrol briefings. Officer DeCost notified Officer Seager of the results of this search warrant. Refer to offense report 20-1530-OF for further detail.

Officer Seager conducted additional follow up on Officer DeCost and Officer P. Flathers investigation. Officer Seager was able to gather addition information placing him in control of the rental vehicle that Officer DeCost and Officer P. Flathers completed the search warrant on. This case was also forwarded to the ATF for their open investigation.

ATF later indicted Deb for the federal law violation of Unlawful Users of Drugs to Possess Firearms, a key part of which is due to these two incidents and the excellent investigations conducted by these dedicated officers.

On August 5, 2021, the United States District Attorney's Office released a press release stating Deb plead guilty to this charge and faced up to 10 years and a \$250,000 fine. On August 6, 2021, ATF Special Agent Forte thanked Officer Seager for all his help on the Deb case and notified him he plead guilty.


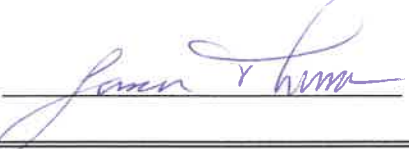

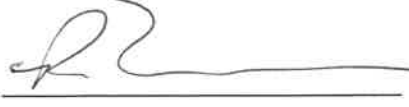
I believe this case illustrates the skill of Rochester Police Officer's in investigating criminal offenses, their ability to effectively and efficiently collaborate together on complex investigations, and their ability to work with other law enforcement agencies at various levels. In large part, the effort of these officers successfully removed a dangerous individual from our community, helping to make Rochester a safer place for our citizens and those who visit. For these reasons I believe the following officers should be recognized for their efforts:

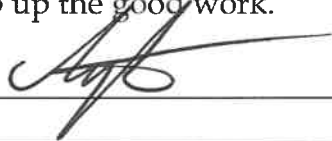
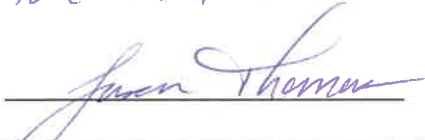


POP Officer Thomas Seager  
POP Officer William Robinson  
Detective Jacob Garstin  
Officer Kendall DeCost  
Officer Patrick Flathers

Respectfully submitted,



Sergeant Jacob Benjamin

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> DeCost, Kendall		DATE: 12 August 2021 TIME: 1135 hours
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> This is a records entry to acknowledge a job well done by Officer DeCost during an alarm investigation that took place on 11 August 2021. Please see the attached memo and letter for details.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Records entry completed, a copy of my memo and letter is attached.  Good job Kendall, keep up the good work.  SIGNATURE: <u></u> DATE: 12 August 2021		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Kendall- A sincere Thank You for your hard work &amp; professionalism!            Forward to eval file.</i>  SIGNATURE: <u></u> DATE: 8-12-21		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Great job Kendall!</i>   SIGNATURE: <u></u> DATE: 8-13-21		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Kendall!</i>  SIGNATURE: <u></u> DATE: 8-16-21		

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Benjamin, Jacob		DATE: 12 August 2021 TIME: 1135 hours
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> This is a records entry to acknowledge a job well done by Sergeant Benjamin during an alarm investigation that took place on 11 August 2021. Please see the attached memo and letter for details.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Records entry completed, a copy of my memo and letter is attached.  Good job Jake, keep up the good work.  SIGNATURE: <u></u> DATE: 12 August 2021		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Jake - Thank you for your professionalism &amp; all the work you do!</i> <i>forward to eval file.</i>  SIGNATURE: <u></u> DATE: 8-12-21		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Great job Jake!</i>   SIGNATURE: <u></u> DATE: 8-13-21		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Jake!</i>   SIGNATURE: <u></u> DATE: 8-16-21		



*City of Rochester, New Hampshire*  
23 Wakefield Street . Rochester, NH 03867  
603-330-7128  
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### INTEROFFICE MEMORANDUM

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**TO:** Capt. Thomas  
**FROM:** Lt. Bossi  
**DATE:** 12 August 2021  
**SUBJECT:** Good Work  
**CC:**

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Sir,

I would like to bring to your attention a job well done by Officer Kendall DeCost and Sergeant Jacob Benjamin. On 11 August 2021, they responded to [REDACTED] for a reported burglary alarm. During their interaction with the homeowners, it was learned that it was a false alarm. On today's date, 12 August 2021, I was made aware of a call that was made to the department by the homeowner praising the professionalism of them and how pleased they were with Officer DeCost and Sergeant Benjamin. I have attached a copy of the call from the log and the email I received making me aware of the call made by the homeowner. A records entry has been completed for a job well done.

Respectfully,

Lt. Anthony Bossi