

The Rochester Police Commission posts notice of their regular monthly meeting to be held Wednesday, October 2, 2019, 7:00 P.M. in City Hall Council Chambers.

**MEETING AGENDA – October 2, 2019 7:00 P.M.**  
**ROCHESTER CITY HALL - COUNCIL CHAMBERS**

1. **CALL TO ORDER**
  - A. Pledge
  - B. Opening Prayer
  - C. Roll Call by the Clerk
2. **PUBLIC COMMENT**
3. **ACCEPTANCE OF MINUTES:**
  - A. September 4, 2019
4. **OLD AND UNFINISHED BUSINESS:**
  - A. Any Unfinished Business.
  - B. Other
5. **NEW BUSINESS:**
  - A. Recognition: Sgt. Emerson – 20 Years Service
  - B. Community Outreach – Prevention Services Update – Nicole Rodler
  - C. Policy Update: 26.1.1.2 Uniform Appearance: First Reading
  - D. Monthly Reports
  - E. Other
6. **CORRESPONDENCE:**
  - A. Det. Moore and Off. Lambert will receive a NH Congressional Law Enforcement Award of Above and Beyond the Call of Duty related to an incident in August of 2018.
  - B. Off. Garneau is thanked for providing information and spending time speaking with a person about resources for mental health.
  - C. Capt. Pinkham is thanked by a citizen for exceptional service provided to a disabled citizen.
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

Rochester Police Commission  
Rochester, NH 03867

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

MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting at City Hall, Council Chambers on Wednesday, September 2, 2019 at 7:00 P.M. Present at this meeting was Comm. Peters, Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Pinkham, Chaplain Cilley and Secretary Warburton.

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

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

B. Prayer. Chaplain Cilley delivered the opening prayer.

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

**2. PUBLIC COMMENT:**

No Public Comment.

**3. ACCEPTANCE OF MINUTES:**

A. August 7, 2019 regular meeting.

**Comm. Stevens MOVED to accept the minutes of the August 7, 2019 meeting. Comm. Stanley SECONDED the motion. The motion to accept the minutes, PASSED unanimously.**

**4. OLD AND UNFINISHED BUSINESS:**

No Discussion.

**5. NEW BUSINESS**

## A. Monthly Reports

1. Operations. Captain Pinkham provided updates noting that Ward 1 was the only Ward that met this period. Police issues brought up included concerns for how people park while stopping for yard sales. They were advised to call police if a hazard existed. There was a review of thefts from motor vehicles, burglaries and bicycle thefts and a discussion of ways to prevent becoming victims of those crime types. The current staffing, new officers and the training involved before an officer is “boots on the ground” was also discussed.

At the August 1, 2019 rental property owners association meeting, Lt. Bossi discussed the recent increase in bicycle thefts and what the Department has been doing to investigate these. Lt. Bossi provided a staffing update and discussed recent activity in the City. Lt. Bossi answered additional questions about where cameras can be placed in rental properties.

The Honor Guard will participate in the upcoming September 11 memorial at the central fire station.

The K9 had 5 calls this period. Four tracks and one drug search, all in Rochester.

In comp stat traffic stops dipped this period, attributed to staffing levels and an increase in calls for service. Proactive activity was completed on bicycle stops to verify serial numbers to ensure bikes were not stolen. Thefts *from* motor vehicles were up again this period, many still from unlocked cars. We have completed public service announcements on social media and talked about this in Ward meetings trying to get the word out to reach more people to protect themselves and better secure property. There was an increase in burglaries. Two subjects were arrested in one case. Latent prints recovered at other scenes have been sent to the State Lab for comparison. Officers continue to monitor drug activity and provide information about rehabilitation programs to assist with substance abuse disorder.

Community Engagement Officer Danie and Sgt. Babine have been doing research for the development of the new POP (Problem Oriented Policing) unit, and have met with other agencies. A proactive enforcement for the first day of school was organized to include motor vehicle enforcement and speaking with students and parents at bus stops. Officer Danie attended the Rochester Rise Up meeting.

The Communications Supervisor position has been filled. She has been covering open shifts during the hiring process for two open positions. Once the positions are filled, and they begin field training, we will be fully staffed in the center.

The investigations bureau had 40 cases sent up from patrol for review or investigation. There are currently 70 cases assigned. There were 17 cases presented to the Grand Jury all with true bills.

There were six detective call outs (an aggravated sexual assault, reckless conduct, a wanted fugitive which resulted in SWAT activation, an overdose death, an officer involved shooting and an assist regarding bicycle thefts.) There were also one polygraph and two backgrounds for dispatch underway. There were 403 pieces of evidence logged in, 85 items returned to owners and an additional 113 pieces destroyed.

The school resource officers returned to school duties as of August 22, 2019.

We still have one detective on light duty and expect him to be released to full duty soon. Sgt. Emerson and Det. Rousseau have been doing the evidence function while we work on filling that vacancy.

Comm. Peters asked how many Detectives we have currently.

Capt. Pinkham said we have three open positions; one is waiting to move into the bureau when staffing improves.

Chief Toussaint said we have six detectives right now. We are turning a corner, but we are not out of the woods yet. To update where we are with staffing - we have four about to start field training- three academy graduates and one new hire waiting to test out of the law package. We have three officers that started the academy on September 3, 2019. We still have one officer deployed with the military who is expected to return in February. Lastly, we have four openings still to fill. We are making headway.

The Officer hired last month has years of experience from out of State. We expect he will test out of the law package and will have an abbreviated field training. He needs to know the city and our policies. This should be a quick process for him. Once released on his own to solo, we will move one from patrol to detectives to supplement them.

In Diversion, it was a successful summer of Teen travel camp with 30 teens engaged with staff and developing friendships and mentorships. National Night Out on August 6 had an estimated 3000 in attendance during the evening. Nicole is working with the school district to implement the Youth 2 Youth model following the completion of the Bridging the Gaps grant funding. Nicole was requested to sit on a Statewide Juvenile Justice Reform Group selected by Georgetown University as one of seven national groups to work on a Capstone project to improve our juvenile justice system and probation reform. Staff continues to work with the County's 3-year strategic plans for the continuum of care to ensure law enforcement representation and connections to the Governor's task forces. Teen night returns for the school year beginning October 5, 2019.

2. Administrative. Dep. Chief Boudreau noted that the bid for the front line cruisers would go to the low bidder, Irwin Ford in Laconia. We have been told there is a delay from Ford in fulfilling the orders. The 2020 Interceptors have been completely redesigned, and none of the equipment will be transferrable. We may not see the cruisers until January or February. The backline cruiser was ordered

and expected for delivery in late September.

We continue to work on the on line crime reporting software project.

We are also continuing to wear-test models of outer load bearing vest carrier. The current model is from Safari. The officer likes it and it fits well. This has Velcro sides for fitting, but then zippers in the front. This takes the weight well off the shoulders and back. All officers' duty weapons will remain on the duty belt.

Are you going to use JAG Money for these?

Yes, that is our intent. Before we were going to have to phase these in, through the clothing line, but these funds will allow us to complete this project in full.

There was further discussion on embroidered names, or badges and collar brass, as well as accessing the gear on the vest during the winter or weather event. There are options we will have to look at and officers may have to overcome some challenges.

Comm. Stanley said I hear you say, "If we go." Am I correct in stating we are purchasing these? We have to vote on it.

Chief Toussaint said it is a policy change to the uniform, so you do have to vote on it.

We were notified that we have been awarded slightly more than \$27,000.00 in Justice Assistance Grant funds. We have begun the process to apply for those funds. Chief Toussaint added the JAG office always gives incredibly short notice. By the end of this week, we need to have the application and budget narrative submitted. We plan to say this is what we are buying with the money.

The Commission asked if there would be additional money left over.

We will have to wait to see. Then we would have to submit a change of purchase with the JAG office for approval.

Comm. Stanley asked if we could have the policy amendment by the October meeting.

B. Other.

(1) Hands-Free Law. Comm. Stevens said he still sees many people driving and using cell phones. Can you provide information to the public on the fines for this?

A first offense is \$100.00, plus penalty assessment. A second offense is \$250.00 plus penalty assessment. A subsequent offense within 24 months is \$500.00 plus penalty assessment.

During the targeted patrols the previous evening, this was something officers were looking for and attentive to. When we get closer to full staff, we can focus on things like that. Right now with what we have answering calls we are doing this as we can.

(2) National Thank a Law Enforcement Officer Day – Paint the City Blue. Comm. Peters said this event is September 21, 2019. The Commission needs to discuss and approve a couple of things.

One of those things is the donation of food. We have a gifts and gratuities policy. We have a business planning an event where free food was going to be available to officers. We have other businesses donating food throughout the day. We need to make an exception for the day or the month; however, we wish to do it.

Comm. Stanley noted there are no monetary gifts. This is food and businesses have stepped forward.

Comm. Peters said this particular business is making a publicity event for this, and its occurring the day before. They want to recognize the men and women of the department for their service. He continued noting that he spoke with the marketing person about this today and let her know he would bring this to the Commission.

Comm. Stevens said I think it's a special day. This is the 2<sup>nd</sup> year. We are talking about food. I can't see anyone having an issue. I've been in the military my whole life and we have similar rules. However, there are functions where we get a dinner. It is not money. I don't have an issue with this.

Comm. Stanley said I think it's fantastic.

Chief Toussaint said going by the letter of the policy, we want to ensure that officers are not going to fast food locations and getting free meals or discounts and things of that nature. In my tenure as a Rochester officer, we have taken it to the extreme turning citizen's away citizens bringing cookies when they are just trying to be nice.

As a city, places are providing food for the men and women on the street on a nationally recognized day. This is general appreciation.

(3) Contract Negotiations: Comm. Stanley publicly thanked the city council for the unanimous vote in favor of the new contract for the sworn officers. It is impressive.

Comm. Stevens added it is a good example of elected officers working together to fix a problem. We are all appreciative of the Council, Mayor and staff working together to get things done.

Chief Toussaint echoed those sentiments. The Council has been incredibly supportive of the Department. This is what we needed. Our employees are our biggest asset.

Comm. Peters said we thanked the Council personally at the close of the meeting. As budget season comes up, we should have a sit down to discuss goals, needs, and objectives moving forward. This is an opportunity to work together in partnership.

## 6. CORRESPONDENCE:

Correspondence for the month included: Specialist Sarah Bailey is commended for initiative creating a bike theft guide for patrol and dispatch to easily recognize and track the recent bicycle thefts in the Community. Sgt. Emerson is recognized for his efforts regarding issues with criminal mischief at the Hillsdale boat launch, and organizing a community meeting to address those issues and plans for moving forward with the boat launch.

Comm. Stevens noted that is good work by both. When we work together, we get some good solutions.

Comm. Peters also thanked Alex Freeman, our former crime analyst for her time with the Department, noting she relocated out of state. He also acknowledged the good work done by Steve Kerlee as our evidence technician. Lexis Nexis hired Steve for the embedded crime analyst position.

## 7. INFORMATION:

There was no discussion.

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

**Commissioner Stanley MOVED to enter a nonpublic session at 7:37 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 3 - 0 with Comm. Peters, Comm. Stevens and Comm. Stanley voting in the affirmative.**

**The non-public session closed at 9:18 P.M. on a MOTION by Comm. Stanley. SECOND by Comm. Stevens. The motion PASSED by roll call vote 3 - 0 with Comm. Peters, Comm. Stevens and Comm. Stanley voting in the affirmative.**

**Comm. Stanley MOVED to seal the minutes indefinitely. SECOND by Comm. Stevens. The motion PASSED by roll call vote 3 - 0 with Comm. Peters, Comm. Stevens and Comm. Stanley voting in the affirmative.**

## 9. MISCELLANOUS:

The Commission set two special meetings for personnel matters. One for September 11, 2019 at 3:00 P.M. and the other for September 20, 2019 at 9:00 A.M.

**Comm. Peters MOVED to award a merit increase on the respective anniversary date to Off. Frank Porfido (3.5%) SECOND by Comm. Stevens. The motion PASSED unanimously.**

**10. ADJOURNMENT:**

**Comm. Stevens MOVED to adjourn. SECOND by Comm. Stanley 8:26 P.M.**

Respectfully Submitted

Rebecca J. Warburton  
Secretary

DRAFT PENDING ADOPTION BY COMMISSION



**OLD OR UNFINISHED BUSINESS**

**ROCHESTER POLICE COMMISSION**

**October 2, 2019**

- 4. OLD AND UNFINISHED BUSINESS:**
  - A. Any Unfinished Business.
  - B. Other

**NEW BUSINESS**

**RECOGNITION 20 YEARS**

**COMMUNITY OUTREACH**

**ROCHESTER POLICE COMMISSION**

**October 2, 2019**

**5. NEW BUSINESS:**

- A. Recognition: Sgt. Emerson – 20 Years Service
- B. Community Outreach – Prevention Services Update – Nicole Rodler
- C. Policy Update: 26.1.1.2 Uniform Appearance: First Reading
- D. Monthly Reports
- E. Other

**POLICY # 26.1.1.2**

**SUBJECT: Standards of Conduct, Uniform Appearance**

**REVISION DATE: 09/25/19**

Page 2 Update the ability to wear either a black or white t-shirt under the winter uniform

Page 4 - Update relating to the load bearing carriers

# Rochester Police Department

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

**POLICY # 26.1.1.2**

**SUBJECT: Standards of Conduct, Uniform Appearance**

**REVISION DATE: 09/25/19**

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

**PURPOSE:** The purpose of this Standard Operating Procedure is to establish uniform procedures within the Rochester NH Police Department with regard to the personal appearance of employees, as well as clothing and uniform requirements.

**DISCUSSION:** The goal of this policy is to insure uniformity in the dress and appearance of the Rochester Police Department personnel and to inspire confidence in the professional ability of the Department, and its members through the creation of a good first impression.

Since it is possible that members of this Department will be called to duty at unexpected times, all members of the Department will have available a complete duty uniform ready to wear at the Department.

**1. MANDATORY UNIFORM ITEMS:** The following items are mandatory and will be worn as indicated whenever personnel are in uniform.

A. Silver R.P.D. Collar Pins: Required on the left and right collar of the uniform shirts, worn by patrol officers. (Exception: When Officers are in the training phase, and have not been released for solo patrol. At this time, Officers have not been issued collar pins by the Chief of Police.)

1. Sergeants: Will wear gold Sergeant chevrons on the left and right collars of their department uniform shirts and jackets.

2. Staff Officers: Will wear rank insignia on the left and right collar of the uniform shirts. The uniform jackets will display insignia on the top of the left and right shoulder and jackets.

B. Ties and Tie Clasp/Pin: Ties will be worn at all times with the long sleeve winter shirt, and will be secured to the shirt by either a tie clasp or tie pin. (Exception: When Officers choose to wear a mock turtleneck under their winter uniform shirt)

C. Name Tags: All uniform personnel will be required to wear a name tag, worn centered above the top seam of the right-hand breast pocket of the outer garment. Name tags will consist of plain metal issued by the Department.

D. Badges: Department issued badges will be worn centered above the left breast pocket.

E. Patches: Department patches will be worn on both the left and right sleeves on all uniform shirts and jackets. This shall not apply to department issued BDU's

1. Sergeants will wear three stripe gold chevron patches on the left and right sleeves of their duty shirts. Sergeants will wear a blue three stripe chevron patches on the left and right sleeves of their duty jackets.

2. Senior patrolman will wear a single chevron and diamond patch located below their Department patch on their right and left sleeves of their duty shirts and jackets.

(a.) Senior Patrolman: shall mean any officer who has ten (10) years of continuous service with the Rochester Police Department.

F. Buttons: Shirts and jackets that display the metal type buttons will be worn as indicated. Silver buttons for patrolmen and gold buttons for sergeants and command staff.

**2. OPTIONAL UNIFORM ITEMS:** The following uniform items are optional, depending on the qualification of the individual officers. When worn, the following will apply:

A. Hash Marks: After an officer completes five years of continuous service with the Rochester Police Department, and every five years thereafter, he/she may wear a gold hash mark on the left sleeve of the winter shirt and a blue hash mark on the jacket. The hash mark will be worn on the left sleeve between the wrist and elbow area of the uniform jacket.

B. Scarves and Gloves: May be worn during periods of cold and inclement weather. Scarves and gloves will be dark blue or black and will not detract from the appearance of the uniform.

C. Leather Jackets: May be worn during periods of cold and inclement weather. Leather jackets may be purchased in lieu of Gortex winter jackets as a part of the Officers clothing requirements.

D. BDU Shorts: They may be worn during the summer uniform period April 1 through October 31, **at outside details** where regular duty or BDU pants may become uncomfortable; particularly during hot, humid weather. The shorts will be black in color. This shall be authorized by the Patrol Division Commander prior to the start of the detail.

1. BDU shorts are not an issued uniform item. This item may be purchased by the officer at his/her expense and worn in accordance with the agreement between the ~~IBPO~~ NEPBA and Rochester Police Commission.

E. Mock Turtleneck: May be worn with the winter uniform in place of the necktie. Mock turtlenecks are not an issued uniform item. This item may be purchased by the officer at his/her expense and worn in accordance with the agreement between the ~~IBPO~~-NEPBA and Rochester Police Commission. **Black or white T-shirts may also be worn with the winter uniforms.**

F. Polo Shirts:

1. An approved polo shirt may be worn by officers when working outside traffic details. This item may be worn with Department issued BDU pants or shorts.
2. ISB members may wear an approved polo shirt and baseball cap denoting their affiliation with the Rochester Police Department when involved in an investigation related to a “call out”. These items are purchased through the individual’s yearly clothing allowance while assigned to ISB.

#### G. Achievement Pins

1. Academy Pin: When authorized, Officers may wear the pin denoting graduation from the Police Academy. The pin will be worn above the name tag on the right breast area of the uniform.
2. City Service Pins: Officers will be authorized to wear the City Service Pins, denoting years of service to the City by the employee. The pin will be worn above the nametag on the right breast area of the uniform.
3. L.E.A.D. Pin: When authorized and so qualified, an officer may wear a L.E.A.D. pin on the uniform shirt, above his/her nametag.
4. EMT Pin: When authorized and so qualified, an officer may wear an EMT pin on the uniform shirt, above his/her nametag.
5. K-9 Handler Pin: When authorized and so qualified, an officer may wear a pin denoting their K-9 status. The pin shall be either brass or silver and worn on the uniform shirt, above his/her nametag.
6. MC Unit Pin: When authorized and so qualified, an officer may wear a pin denoting their assignment to the motorcycle unit. The pin shall be worn above the nametag on the right breast area of the uniform.
7. Tactical Team Pins: Officers will be authorized to wear the SCRTOU Team Pins, denoting the officer’s assignment to the SCRTOU. The pin will be worn above the nametag on the right breast area of the uniform.
8. TAR Team Pin: Officers will be authorized to wear the TAR Team Pins, denoting the officer’s assignment to the TAR Team. The pin will be worn above the nametag on the right breast area of the uniform.

H. Commendation Ribbons: As prescribed, see SOP 26.1.2.

#### I. Motorcycle Unit:

1. Officers will be authorized to wear the “Motorcycle Unit” patch denoting the officer’s assignment to the Motorcycle Unit. The patch will be worn below the uniform shoulder patch on the left sleeve.

2. Officers assigned to the Motorcycle Unit will display a yellow/mustard colored stripe along the outside of their pant leg to extend from the top of the pocket seam to the bottom of their pant leg. The yellow/mustard colored stripe will be applied and worn on the motorcycle breeches only.

**J. External Load Bearing Vest:**

1. Officers are authorized to wear external load bearing vest to remove the weight from the duty belt and spread it more evenly across the back.
2. Officers who choose to wear the external shall wear the Safariland V1 Overt carrier. These carriers will have an attached rear panel with "POLICE".
3. Officers can choose to remove gear from their duty belts and arraign it on the load-bearing vest in a manner they feel comfortable. The only exceptions are as follows:
  - a. The officer's duty weapon shall remain on the duty belt on the strong side.
  - b. The officer shall not place any gear on the back of the carriers.
  - c. The officer shall keep one less lethal option on their duty belt of their choosing (OC spray, Baton, or Taser).

**3. SUMMER UNIFORM:** Wearing of the summer uniform will be mandatory, effective April 1 through October 31 each year and will consist of the following:

A. Blue service trousers with side stripes, blue short sleeve shirt, dark blue or black stockings and black plain toe shoes or boots. When on duty, personnel will insure that shoes, sneakers, and/or boots will be polished and in presentable condition.

1. Command personnel will also wear blue short-sleeve shirts, unless otherwise directed by the Chief of Police to wear white short-sleeve shirts for ceremonial purposes.

B. Summer jackets will consist of waist length cruiser jacket or light-weight waist length jacket, depending on weather conditions and duty assignment.

C. Headgear will consist of the summer round button down (breezy) with a silver band for patrolman and a gold band for Sergeants, and Command staff, with the appropriate hat badge properly displayed. Such hat may be worn during all regular patrol duties.

1. The Department authorized "POLICE" embroidered baseball cap may be worn on certain details where the regular duty hat may become uncomfortable after prolonged wearing. Examples are outside traffic details, especially during hot, humid weather. This shall be authorized by the Patrol Division Commander prior to the start of the detail.

D. The requirements established pertaining to the wearing of equipment on the winter shirts will apply to the summer shirts with the exception of wearing a tie and the optional hash marks.

E. Summer uniform requirements for the Parking Enforcement Officer will consist of the following:

1. Summer uniform shall be worn beginning April 1 through October 31 each year, and consists of, black or khaki long pants, black belt, Rochester City logo short sleeve shirt, black or dark blue socks, and black shoes or sneakers.

2. The Parking Enforcement Officer shall comply with the above uniform requirements, except the colors of the uniform may vary, with prior permission of the Bureau Captain. The Parking Enforcement Officer will wear a uniform hat when outside of the station, and will carry a portable radio for necessary contact while outside of the station. Same applies during winter months.

- a. The Parking Enforcement Officer has an option of wearing the four pocket long pants, navy blue shorts, or (if female) a navy blue skirt, which must extend 1" below the knee.

**4. WINTER UNIFORM:** Wearing of the winter uniform will be mandatory, beginning November 1 through March 31st of each year, and will consist of the following:

A. Blue service trousers with side stripes, blue long sleeve shirt with tie, dark blue or black stockings and black plain toe shoes or boots. When on duty, personnel will insure that shoes, sneakers, and/or boots will be polished and in presentable condition.

1. Command personnel will also wear blue long-sleeve shirts, unless otherwise directed by the Chief of Police to wear white long-sleeve shirts for ceremonial purposes.

B. Winter jackets will consist of either hip length finger-tip jacket, waist length cruiser jacket or light-weight waist length jacket, depending on weather conditions and duty assignment.

C. Headgear will consist of the winter round 5 star hat with a silver band for patrolman and a gold band for Sergeants, and Command staff, with the appropriate hat badge properly displayed. The hat may be worn during all regular patrol duties.

1. The Department authorized "POLICE" embroidered knit cap may be worn during periods of cold winter weather.

D. Winter uniform requirements for the Parking Enforcement Officer will consist of the following:

1. Winter uniform shall be worn beginning November 1 through March 31 each year, and consists of, black or khaki long pants, black belt, Rochester City logo long sleeve shirt, black or dark blue socks, with black shoes or sneakers.

2. The Parking Enforcement Officer shall comply with the above uniform requirements, and will be provided appropriate winter weather gear for performance of duties during winter months. (Exception: The colors of the uniform may vary, with prior permission of the Bureau Captain)



## **5. RAINCOATS**

A. Raincoats may be worn during inclement weather, and each officer will ensure that his/her badge is displayed in the area of the left breast. During hours of darkness when directing traffic in the downtown area, or at an accident scene, the raincoat should be worn so that the ANSI 207 compliant lime green fluorescent color is displayed for the officer's safety and visibility to the public.

## **6. LEATHER GEAR**

A. Unless otherwise authorized by the Chief of Police, only leather gear issued by the department will be worn with the uniform. All leather gear will be maintained in good condition and be kept presentable at all times. Only department issued weapons and holsters will be carried while on duty or special assignment. Other weapon(s) ammunition(s) MUST be approved in writing by the Chief of Police.

## **7. FLUORESCENT SAFETY VESTS**

A. ANSI 207 compliant lime green fluorescent safety vests will be worn when conducting any traffic details. The fluorescent vest will also be worn in any wooded area during designated hunting seasons.

## **8. MILITARY BATTLE DRESS UNIFORM (BDU'S)**

A. Military Battle Dress Uniform: One set of black colored BDU clothing may be worn by officers when approved for use by Bureau Commanders. One Rochester Police Department patch shall be worn on the BDU shirt centered above the left breast pocket.

## **9. PERSONAL APPEARANCE**

A. Haircuts: Hair will be neatly trimmed on the side and the back, and hair will not extend below or cover the ears. Female officers will insure that they maintain a hairstyle that will not interfere with the wearing of the service hat and that hair length does not exceed past or touch the uniform collar.

B. Mustaches: Mustaches will be authorized, but will be kept neatly trimmed and will not exceed past the corners of the mouth.

C. Sideburns: Sideburns will be authorized, but will be kept neatly trimmed and will not extend below the ear lobe or be flared out into the cheek.

D. Goatees: will be authorized, but will be kept well groomed and neatly trimmed at all times to avoid a ragged appearance. The bulk of the facial hair (distance that the mass protrudes from the face) shall not exceed one-half inch. Any officer not adhering to this standard may be mandated to remove said facial hair.

E. Jewelry: Jewelry customarily worn for a cosmetic effect, such as ear rings, nose rings, or other facial jewelry, etc. is not authorized for either male or female officers. Items of jewelry

such as necklaces and medallions will not be worn outside the uniform by either male or female officers.

## 10. CIVILIAN PERSONNEL

A. Purpose: To establish guidelines for appropriate appearance that is professional or businesslike, neat and clean as determined by the requirements of the work situation. Employees are expected at all times to present a professional image, especially when dealing with the public.

Some employees may be required to wear specific types of clothing, due to the nature of the job or safety requirements. Employees should discuss appropriate dress, based on the work situation, with their supervisor.

### B. Definitions

**Professional Dress** - Clothing that conforms to and is suitable for a profession.

**Business Casual Dress** - Clothing that is professional in style yet is more relaxed than typical business wear. Because the clothing worn by employees reflects on both the individual and the City, attire must present a professional image at all times.

C. Policy: The City of Rochester prides itself in a friendly, courteous and professional atmosphere and employee image. Efficient service, neat work areas and personal appearance instill customer confidence and provide a pleasant work environment. Employees should consider the day's activities and business commitments when determining what to wear.

The following guidelines regarding personal appearance have been set forth to achieve these standards:

1. Appropriate Professional Dress: Business suits, dresses, blazers or sport jackets, blouses or dress shirts and ties, dress pants or dress slacks, hosiery or socks, dress shoes, loafers or dress boots.
2. Inappropriate Professional Dress : Jeans or denim clothing, nylon or athletic pants, mini-skirts, dress shorts, sun dresses, skorts, low-cut or midriff-baring shirts, sleeveless shirts, t-shirts, sweatshirts, athletic shoes or sandals.
3. Appropriate Business Casual Dress : Blazers or sport coats, sweaters, casual pants (e.g., khakis, chinos), casual skirts, corduroys, dress slacks, oxford or polo shirts, blouses or dress shirts, hosiery or socks, flat shoes, loafers or dress boots.
4. Inappropriate Business Casual Dress: Jeans, leggings, spandex or stirrup pants, casual sandals or flip-flops, cutoffs or shorts, low-cut or midriff-baring shirts, tank tops or t-shirts, mini-skirts, sun dresses, sweat pants or sweat shirts, work or hiking boots, sneakers or running shoes.
5. Business Casual Friday: On Fridays, employees may wear appropriate business casual dress including collared City logo shirts.

6. Summer Dress: Business Casual will be the appropriate dress from Memorial Day through Labor Day.

7. Uniformed Employees: Employees should recognize the value of the uniform as a main identifier in supporting the standard of excellence within the City. Employees for whom uniforms are required for the job must wear the appropriate City-issued uniform. Uniforms are expected to be kept neat and clean at all times.

8. Identification Cards or Badges: Each employee of the City will be issued an identification card containing the employee's name and number, photo, employing department and phone number.

(a.) Identification cards are the property of the City. Lost cards should be reported to the Human Resource office.

(b.) Identification cards must be returned to the City when employment ceases.

(c.) When employee changes departments, their original identification card must be returned to the Human Resource office and they will be issued a new Card.

(d.) Identification cards shall be worn and displayed face-up and clearly visible at all times.

(e.) Upon taking oath of office as a police commissioner, Commissioners shall be issued a breast pocket name plate and business cards, as may be deemed appropriate for the office, as determined by the full Commission.

D. Responsibility: The Department Head is responsible to evaluate the dress and appearance of Employees under his or her supervision. The Department Head will be responsible for communication and enforcement of the appropriate dress standards.

E. Noncompliance: If an employee is not dressed appropriately, the following steps should be taken by the supervisor:

1. On the first occasion, an oral warning should be given to the employee, and the City's dress and appearance standards should be review with the employee.

2. On the second occasion, the employee should be sent home without pay to change clothes immediately as well as given a written warning. Pay resumes when the employee returns to work.

3. Further violations may result in suspension or discharge.

## **11. NON-UNIFORM SWORN MEMBERS**

A. All non-uniform sworn personnel will conform to the standards set by City Of Rochester dress code which preceded this standard. The Policy was established for City employees and those civilian personnel working in the Rochester Police Department.

B. All sworn non uniformed employees shall ensure that their leather gear is maintained in good condition and kept presentable at all times. Only Department issued weapons and holsters will be carried while on duty or special assignment. Other weapon/ammunition(s) MUST be approved in writing by the Chief of Police.

## 12. DAMAGE COMPENSATION AND CLAIMS

### A. Definitions:

1. Personal Property: Property that is personally owned by the member/employee which could include but is not limited to: pagers, cellular phones, lap top computers, cross pens, watches, rings or other jewelry, etc.

B. Employees of the department will be responsible for the proper care and the use of department property and equipment assigned to or used by them and will promptly report to their supervisors any loss, damage, destruction or defect therein.

C. When uniform items are damaged or worn out and needing replacement, officers shall request replacement or repair in writing to the Chief of Police or designee, giving reasons why items were damaged.

1. The Commission/Department will replace or repair at no cost to the employee any article of approved or issued clothing or equipment torn or otherwise damaged during duty hours from any reasonable and lawful enforcement action or police activity.

2. Replacement or repair will be acted upon after a written report by the employee is delivered to the Chief of Police or designee. The report must be furnished within two (2) days after damage to clothing has occurred.

3. In such cases warranted, restitution shall be requested of the Court by the Department Prosecutor. Restitution orders by the Court shall be paid to the City of Rochester.

D. Wearing or utilizing personal property while on duty which has not been issued by the Department is discouraged, and shall be done at the employee/members own risk. Reimbursement for damages or loss to personal property may be considered for approval purposes by the Chief of Police upon recommendation of the member/employee's bureau commander, for:

1. Personal property that is worn or carried by the member to satisfactorily perform his duties.

(a) Eligible Property: Items that may be considered reimbursable are clothing and watches of value less than \$50.00 and for damage to other personal property such as tools, cameras and briefcases, ONLY IF the property was necessary to perform the member's specific duties AND the property was being used with the explicit approval of the Chief of Police or designee.

~~(1) Watches of a retail value of more than \$50.00 shall not be worn while on duty.~~

(b) Ineligible Property: Reimbursement will not be made for other than that mentioned above and will specifically not be made for damage to jewelry or personal motor vehicles.

### 13. GENERAL INFORMATION

- A. Uniform and or clothing requirements for training will be assessed by the Patrol Division Commander for each training session. A notice will be given by the training officer in regards to the uniform of the day.
- B. Bicycle Patrol Officers refer to the bicycle patrol policy regarding clothing requirements for the bicycle patrol.
- C. Clothing and equipment requests will be submitted in writing to the Division Commanders.
- D. At no time will any item not authorized by this policy be permitted to be worn as part of, or when wearing the department uniform.
- E. The Chief of Police, may, at his discretion, allow polo shirts, cargo shorts, or other pertinent wear appropriate for the job assignment. An example of this would be the School Resource Officer summer time program in conjunction with the recreation department.
  - 1. The Department authorized "POLICE" embroidered baseball cap may be worn on certain details where the regular duty hat may become uncomfortable after prolonged wearing. Examples are outside traffic details, especially during hot, humid weather. This shall be authorized by the Patrol Division Commander prior to the start of the detail.

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APPROVED:      PAUL R. TOUSSAINT  
                         CHIEF OF POLICE

**PATROL DIVISION  
MONTHLY REPORT  
September 2019**

**R.U.N. Program:**

**WARD 1:** The meeting was held at Tara Estates Club House on Wednesday September 11, 2019, and was attended by Officer MacKenzie. 18 people attended the meeting along with Councilor Ray Varney, Commissioner Dave Stevens, and State Rep. Pat Higgins. Some of the topics discussed were fireworks being shot off in East Rochester near the river. Parking issues on Abbott Street and Highland Street. There was a concern about people living in a camper on the property of Haven Hill Rd. There was discussion about the tax cap. There were discussions about the new developments in East Rochester along with sidewalk issues. There was discussion about the quality of the city water, and what its standards were. Residents talked about an issue with mail delivery on Salmon Falls Rd. They discussed the staffing levels at the Police Department and where we are now. The next ward meeting is scheduled for October 9, 2019 at 7pm at the City Hall Annex conference room.

**WARD 2:** The meeting was held on September 23, 2019 at the Frisbie Memorial Hospital Conference Center, and was attended by Officer DeCost. There were six residents in attendance including Councilors Keans and Lauterborn. Issues discussed included lack of sufficient parking during hockey games at the ice arena as well as having no parking signs installed on Old Dover Rd. There was a complaint about sidewalks in the downtown being poorly lit, and there was a suggestion of adding speed bumps in the downtown to slow traffic. A resident was also concerned about vehicle speed on Lowell St. during school hours when children were walking along the road. Signage warning drivers of the presence of children was suggested. Extra patrols were suggested for the area of Dodge Street due to suspicious persons riding bicycles in the area, potentially "casing" the area. A resident was given advice on how to deal with panhandlers. A campsite was identified behind St. Mary's Church (this will be followed up on). The next meeting is scheduled for January 27, 2020 at 6:30pm at the Frisbie Memorial Hospital Conference Center.

**WARD 3:** There is no new information since the last reporting, and the next ward meeting will be on October 16, 2019 at 6:30pm at Briar Ridge Estates.

**WARD 4:** The meeting was held on September 9, 2019 at the Annex conference room in City Hall, and was attended by Officer Williams-Hurley. One resident from Park Street was present. She did not have any questions in particular, nor did she express any major concerns. Officer Williams-Hurley updated her on the improving department staffing. Officer Williams-Hurley discussed with her the trends in crime we are seeing, and reminded her of the importance of inventorying her major valuables, locking her home and vehicle, and reporting suspicious

activity. They also discussed possible things coming with the approaching cold weather. Next meeting TBD.

**WARD 5:** The meeting was held at the Holiday Inn on September 18, 2019, and was attended by Officer Porfido. There were two people in attendance one being Councilor Gates and the other a resident. Michelle Mears from Planning and Development was supposed to present, but she did not show up for the meeting. Some of the things discussed were Compstat increases/decreases, some of our new officers/backgrounds, and their progress so far with the PD. The next scheduled meeting is for November with a new location and date TBD.

**WARD 6:** There is no new information since the last report. The next meeting will be on September 25, 2019 at 7pm at the City Hall annex.

**Rental Property Owner Association:** Lt. Bossi was not able to attend the last RPOA meeting. There were no issues or concerns brought to his attention. The next meeting will be on October 3, 2019 at 8am at the Hellenic Center, 219 Long Hill Road in Dover.

**Honor Guard:** The HG participated in the September 11<sup>th</sup> Memorial Ceremony out front of RFD central station. We called the commands for the event. We have been approved and are preparing to participate in the Battle of the Badges, C.H.a.D. game on March 15, 2020. We were asked to participate in this event with a flag detail. The HG has also been requested and are preparing to participate in the retirement ceremony for Director Vittum. There ceremony is scheduled for October 22, 2019, at the Londonderry Police Dept. They are looking for two members to be part of a joint welcoming line.

**K-9:** This month the Rochester K-9 unit responded to a total of 5 calls. Of the five calls, four were tracks, and one was a drug search. All of the calls were in Rochester.

**Comp Stat:** In Field Activity, we saw a rise of around 100 stops since last month. A majority of the stops were in the compact area; however, there does seem to be an increase in the outlying streets as well. The arrests from stops were mostly due to warrants, and traffic related offenses. There were two drug related stops—one of which heroin was found.

In looking at the accidents: There were 15 accidents on Farmington Road. Washington Street had 8 accidents. There are no common factors on these accidents to indicate a certain problem or notable concern. There were **31 parking lot accidents**; 13 of them in the Ridge area (Walmart 8, Market Basket 3, Marshalls 2). Most of the parking lot accidents were because of poor maneuvering in the parking lot. With the DWI's, there were no similarities, and they were spread out. They all happened during evening shift hours.

There was a reduction in property crime from the prior month. This is most likely attributed to suspects from the prior month being arrested on warrants. We are waiting on lab results in 7 of the incidents from the prior month before further potential charges.

In this reporting period, we did have a total of 6 guns stolen from three different locations. One gun has been recovered. These incidents are not related.

With Theft from MV's, all but two were unlocked vehicles. There were two separate nights where there was a spree in two different locations where multiple vehicles were gone through. The items stolen range from tools, phones, cash, guns, wallets and purses. We did have three suspects from a few of these; one suspect is now deceased from a suspected drug overdose.

There were three motor vehicle thefts; all have been recovered. Two were random acts, and charges are forthcoming in one. In criminal mischief, there were no notable concerns or consistencies.

There was a wide range of drugs recovered in possession cases. Drugs that were seized were fentanyl, methamphetamine, prescription pills, heroin, and suboxone. We do have one fatal OD incident listed, however we are still waiting for toxicology to come back to solidify if it was an OD or medical event.

In violent crimes, we had one robbery, but it was not a random act, and was focused to those people involved. There were no notable concerns in aggravated assault, and we only have one simple assault incident that was a random act. The suspect was intoxicated.

Respectfully submitted,

Captain Jason Thomas



**SUPPORT SERVICES DIVISION  
MONTHLY REPORT  
SEPTEMBER 2019**

**NEW BUSINESS MONTHLY  
REPORT SUPPORT**

**INVESTIGATIVE SERVICES BUREAU (ISB):**

- 30 TOTAL CASES SENT TO ISB FROM PATROL OR DETECTIVE GENERATED
- 42 TOTAL CASES BEING INVESTIGATED CURRENTLY
- 15 cases presented at Grand Jury all with true bills
- 1 phones analyzed with Cellebrite
- There were 3 callouts during this period (OD Death in Pines, Assault on Child, Assist Mass SP).
- 2 Polygraph examinations
- 2 Background investigations
- Sgt. Emerson and Det. Rousseau have taken over all evidence duties with the reassignment of Steve Kerlee. We are currently looking to hire a new property room manager to replace him.

**EVIDENCE:**

- Number of pieces taken in: 279
- Number of pieces returned: 38
- Number of pieces destroyed: 462

**COMMUNITY ENGAGEMENT OFFICER (CEO):**

Officer Danie had another busy month with all of his duties. In addition to his normal duties, Officer Danie:

- attended the Pride Festival
- had evidence team training
- assisted SHS with Civilian Response to Active Shooter
- worked with Sgt. Babine on a back to school traffic enforcement
- worked with Jen Marsh regarding some economic design in the downtown that were attracting crime
- attended a CRASE training as Safran
- worked a few night shifts with Sgt. Babine helping with drug calls and creating proactive time
- attended Kohl's Safety event
- spent time at the events leading up to Thank a Rochester Police Officer Day. Sgt. Babine also was able to spend time with the children at the St. Charles home this past Friday for thank a police officer day.
- Helped out with Senior Breakfast with Captain Pinkham

**COMMUNICATION CENTER - DISPATCH:**

- Our two new dispatchers have started and are off to a good start in their first week of training.
- We will be putting together another testing process for dispatch as a result of anticipated upcoming vacancies. We have one dispatcher applying for a police position, one actively in background for another agency, and an anticipated retirement in the Spring. Center Manager Keri Devine attended the most recent Housing Meeting to take part in discussions regarding housing residents.

- There are a couple of trainings coming up for the month of October – IMC training and NHEDA Supervisor’s Training.
- We have received the contract from Motorola, which the city has reviewed and signed off of for the new radio systems – we are moving in the right direction with the radios.
- We have met with Homeland Security to discuss grants associated with the new dispatch center/EOC moving to the third floor of the PD – and using the EMPG Emergency Management Performance Grant. We anticipate working closely with a representative from Homeland Security and the City’s grant writer, Julian Long, at exploring the availability of these grants and others that might be available to us.

## PROSECUTION

### ADULT

- Cases: 451
- Charges: 627
- Guilty Plea: 168
- Not Guilty Plea: 98
- Nol Pros: 67
- Failure to Appear: 203
- Guilty by Court: 39
- Dismissed by Court: 25
- POF: 4
- Continued: 23

### JUVENILE

- Petitions: 6
- CHINS: 1

### Hearings:

- 8 = Arraignments (set for trial)
- 1 = Arraignments (resolved with a plea)
- 1 = Arraignment rescheduled, MTC, FTA
- 6 = Review hearings
- 5 = Violation hearings
- 13 = Trials resolved with a plea
- 1 = Trials with True (guilty) finding
- 1 = Trials either FTA or MTC
- 1 = Dispositional Hearing
- 1 = Sentencing Hearing

### Completed Investigation District Courts Cases:

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

### Other:

- 45 hours: doing District Court/Prosecution work typically done by an Administrative Assistant
- 8/28 finished last day of Oral Boards from 8/26<sup>th</sup> & 27<sup>th</sup>
- 9/2, 9/3 and 9/12 Lt. Gould did video arraignments at District Court

- 9/5 Lt. Gould took part in an interview for a State-wide survey of juvenile justice at request of Judge Ashley
- 9/9 Lt. Gould assisted Attorney Mitrushi with the over 100 arraignments from prepping to conducting the arraignment process
- 9/12 Lt. Gould conducted a meeting at Seacoast Learning Collaborative regarding a difficult student
- 9/19 Lt. Gould presented at the yearly SAU 54 Administrators meeting regarding issues with prosecution as it relates to the MOU and the RSA that relates to mandatory reporting

## **SCHOOL RESOURCE OFFICERS**

### *High School: Officer Jackson*

- Officer Jackson has begun training with the entire school in regards to ADD (Avoid, Deny, Defend) regarding Active Shooters
- spoke with all classes regarding use of Tobacco, locking up personal items to avoid theft, other school safety issues
- attended several SHS athletic games
- worked with security for Senator Hassen's visit
- started teaching LEAD classes
- conducted a PD walk-thru with Special-Ed students

### *Middle School: Sgt. Deluca*

- started prepping to start teaching LEADS (ordering supplies and creating schedule)
- dealt with 2 issues where charges were filed
- dealt with 8 juveniles matters that did not lead to charges being filed
- assisted with locker searches
- assisting staff with an issue of a student from another town attending RMS illegally due to a residency issue
- conducted 8 different "welcome orientations" for new 6<sup>th</sup> grade students
- started a school lunch program with students in his office

### *Elementary School (9): Officer Porfido*

- started off with a "hello/introduction" of all new students at the elementary schools
- completed the morning announcements at Maple St School
- attended Ward 5 meeting and gave a presentation
- was a chaperone for Maple St. School at the Hanson Pines
- helped with separate issues involving 3 separate students at William Allen School
- handled a harassment complaint at Chamberlain St. School and SAU Office
- conducted extra patrols of all schools and playground areas for campsites of homeless individuals
- did weekly checks with the HOPE Program
- took part in morning recess at all the schools throughout the month

## **EXPLORERS**

- Will be starting up again shortly

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

- Staff is preparing for next month's kick off of Rochester's Teen Night 2019-20, which will be their 10<sup>th</sup> anniversary! We have full staff from Rec and PD lined up and community partners that will be bringing in youth resources every month.
- Staff has worked with SHS & RMS to bring in a guest speaker for the community to kick off Red Ribbon Week on October 21. The speaker will be presenting on preventing our student athletes from addiction following sports injuries and building student self-esteem. The speaker will also present in the evening at the Rochester Opera House for parents.
- Staff has been working with the Strafford County Public Health Network on this fall's Addiction Task Force's Summit and arranging guest speakers, as well as preparing to discuss Juvenile Court Diversion's best practice in screening juvenile offenders for mental health and substance use.
- Staff attended a presentation at NHPSTC regarding developing an ACERT: Adverse Childhood Experience Response Team. This model is managed in Manchester with a paid FT employee within the Department that connects youth to services that have been at the scene of any traumatic call. Conversations with Laconia PD are underway re: their model that is working with connecting to existing outside resources.
- Staff attended an (ACEs) Adverse Childhood Experiences that connect to substance use and mental health training. There has been a strong correlation with many juvenile cases that self-medicate that have had undiagnosed mental health or past trauma.
- Staff is preparing to travel with the Statewide Juvenile Justice Reform Group to Georgetown University for a week long session in November to work on a Capstone project around improving our juvenile justice system and probation reform and then start the reform implementation process once we return for a yearlong reformation.

### **HOUSING:**

- Officer Funk is still out on injury. He is improving and hopefully will not need surgery. This has placed a little more activity on Officer Blair with 30 Police related calls for service this month and six criminal background checks. Officer Blair has made it a priority to visit more housing locations this past month due to Officer Funks being out.
- Officer Blair has been working on several investigations and helping the housing managers when needed.
- The housing vehicle was detailed this past month and looks like new again.

Respectfully Submitted,

Captain Todd Pinkham  
Support Services Division

**ADMINISTRATIVE MONTHLY REPORT**  
**September 2019**

**NEW BUSINESS MONTHLY  
REPORT ADMIN**

**Financial/Purchasing**

- I received notice on 9/19 our backline vehicle was being built, but we do not have a delivery date as of yet.
- Frontline cruisers are on order, we still have no solid delivery date. Even though we have no delivery date I have received quotes from 2-Way our install vendor for equipment needs and the costs. Purchase orders will be completed so we can start purchasing the equipment for when the vehicles are delivered.
- I completed the yearly ammunition order, which is purchased through the NH State bid pricing.
- I received the contract from Lexis Nexis for the online crime reporting software and it has been submitted to the City Attorney for review and then will be sent to the City Manager for his signature.
- The fire/police radio project has been moving forward to the point we have a final design. I met with 2-Way and Motorola on Sept. 13<sup>th</sup> where they had a proposal and contract for review. The contract was subsequently reviewed by the city's attorney and approved and signed by the City Manager. This contract was for the purchase and installation of the Motorola equipment. Due to quarter end we saved approximately \$59,000 in discounts for the project. Further our relationship with our vendor 2-Way will allow us to direct purchase some equipment that is needed without any price mark up, bringing us further savings. Even with the above savings, we will still be over budget for the project with the expense of the tower site at DPW and some other needed equipment. We will be going to the November Finance Committee to discuss this request.

**Training/Hiring**

- Officer Root passed his exam to test out of the law package portion of the NH Police Academy. He has started on field training and while only a week in has impressed his FTO. Pending his ability to learn the layout of the city we do not expect him to require the full training time.
- Sgt. Cost has spent the majority of his time this period preparing recruits, Bilodeau, Miller and Flathers for the start of the 180<sup>th</sup> recruit police academy which started on September 3<sup>rd</sup>. Through their first month, all three have been doing very well.
- Recruit Officers Coffey, Riddle and Crawford have completed their in house training after returning from the police academy and have now begun their field training. We expect them to be completed the FTO training in the last week of November.
- Conditional job offers have been given to the two candidates from the last round of Commission interviews They are required to get the information we need to begin backgrounds by September 27 so backgrounds can be started the week of September 30.
- Lt Bossi attended a weeklong FBI LEEDA command Leadership Institute training at Hampton PD.
- At the end of September, our annual use of force training required by PSTC will commence. During this training, we will be issuing and training on our new weapon mounted lighting systems we purchased through last year's JAG grant. This will also include the new holsters for each officer to accommodate the lights.

## Other

- During September, I taught two classes for SAFRAN supervisory staff concerning civilian response to active attach events.
- During the month, officers also covered several detail positions for the Rochester Fair security detail during the eight-day event. I am still reviewing the activity reports and will be meeting with fair staff, but all indications the event was relatively incident free.

Respectfully Submitted,  
Gary Boudreau  
Deputy Chief of Police

# Rochester Police Department

## August 2019 Comp Stat Report



# Field Activities

Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	% Change	Jun-19	YTD 19	YTD 18	% Change	YTD 17
Traffic Stops	376	491	-23%	273	38%	323	3285	6168	-47%	4033
Arrests from Stops	18	29	-38%	19	-5%	17	154	234	-34%	154
Summons	25	29	-14%	25	0%	18	156	398	-61%	244
Warnings	318	404	-21%	212	50%	273	2842	5343	-47%	3535
No Action	16	22	-27%	12	33%	14	116	160	-28%	97
Accidents	100	80	25%	81	23%	104	640	609	5%	568
Summons from ACs	4	4	0%	2	100%	3	17	19	-11%	14
Arrests from ACs	4	2	100%	3	33%	6	36	37	-3%	34
Field Interviews	10	16	-38%	18	-44%	12	77	59	31%	95
DWI	8	4	100%	8	0%	11	58	48	21%	17
Narcotics	2	0	100%	1	100%	3	15	12	25%	17
Alcohol	6	4	50%	7	-14%	8	43	36	19%	17
DWI from Accidents	2	1	100%	2	50%	3	16	13	23%	17

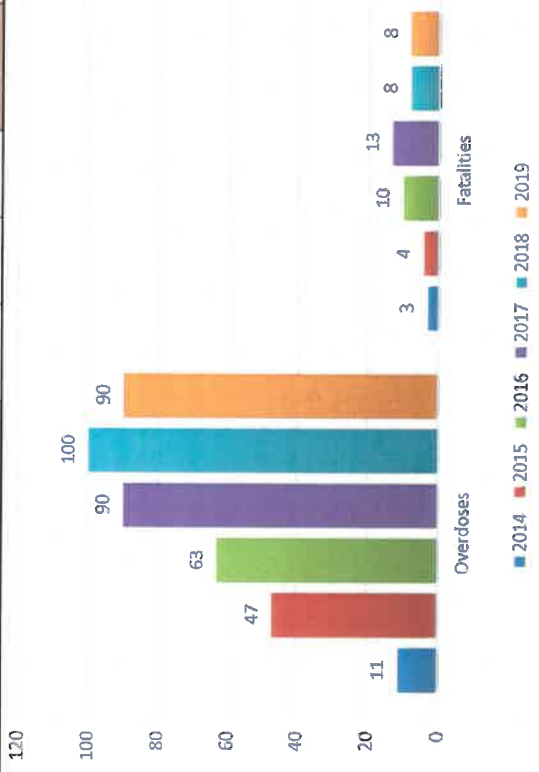


# Property Crimes

All Incident Reports												
Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	Change	Jun-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
										Closure Rate	Closure Rate	
Burglary	6	4	50%	21	-71%	11	77	50	54%	18%	20%	44
Shoplifting	7	21	-67%	15	-53%	13	143	156	-8%	101%	87%	153
Theft from a Building	26	10	160%	18	44%	13	124	127	-2%	19%	18%	112
Theft from M/V (including Parts)	40	19	111%	33	21%	34	168	70	140%	5%	4%	100
All Other Theft	21	46	-54%	31	-32%	21	110	284	-61%	5%	2%	75
M/V Theft	3	4	-25%	4	-25%	3	25	21	19%	24%	19%	14
Vandalism	37	39	-5%	39	-5%	31	255	270	-6%	31%	32%	209
<b>Total Property</b>	<b>140</b>	<b>143</b>	<b>-2%</b>	<b>161</b>	<b>-13%</b>	<b>115</b>	<b>902</b>	<b>928</b>	<b>-3%</b>	<b>31%</b>	<b>27%</b>	<b>663</b>
Arrests												
Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	Change	Jun-19	YTD 19	YTD 18	% Change			
										YTD 17		
Burglary	0	0	0%	4	-100%	2	14	10	40%	6		
Shoplifting	12	14	-14%	7	71%	14	144	136	6%	100		
Theft from a Building	1	2	-50%	3	-67%	0	23	23	0%	14		
Theft from M/V (including Parts)	1	1	0%	2	-50%	1	9	3	200%	8		
All Other Theft	2	12	-83%	0	0%	2	6	5	20%	7		
M/V Theft	0	1	-100%	0	0%	3	6	4	50%	2		
Vandalism	3	6	-50%	11	-73%	19	79	86	-8%	63		
<b>Total Property</b>	<b>19</b>	<b>36</b>	<b>-47%</b>	<b>27</b>	<b>-30%</b>	<b>39</b>	<b>267</b>	<b>267</b>	<b>0%</b>	<b>194</b>		

# Drug Incidents

All Incident Reports												
Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	% Change	Jun-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
Possession	14	23	-39%	13	8%	16	85	98	-13%	84%	79%	111
Drug Events	38		N/A	37	3%	34	186	N/A	N/A			N/A
Overdoses	16	7	129%	15	7%	13	90	124	-27%			90
Fatal	1	0	0%	2	-50%	0	8	10	-20%			13
<b>Total Drug</b>	<b>52</b>	<b>23</b>		<b>50</b>	<b>4%</b>	<b>50</b>	<b>271</b>	<b>222</b>				<b>214</b>
Arrests												
Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	% Change	Jun-19	YTD 19	YTD 18	% Change	YTD 19	YTD 18	YTD 17
Possession	13	25	-48%	10	30%	13	71	77	-8%			105



# Violent Crimes

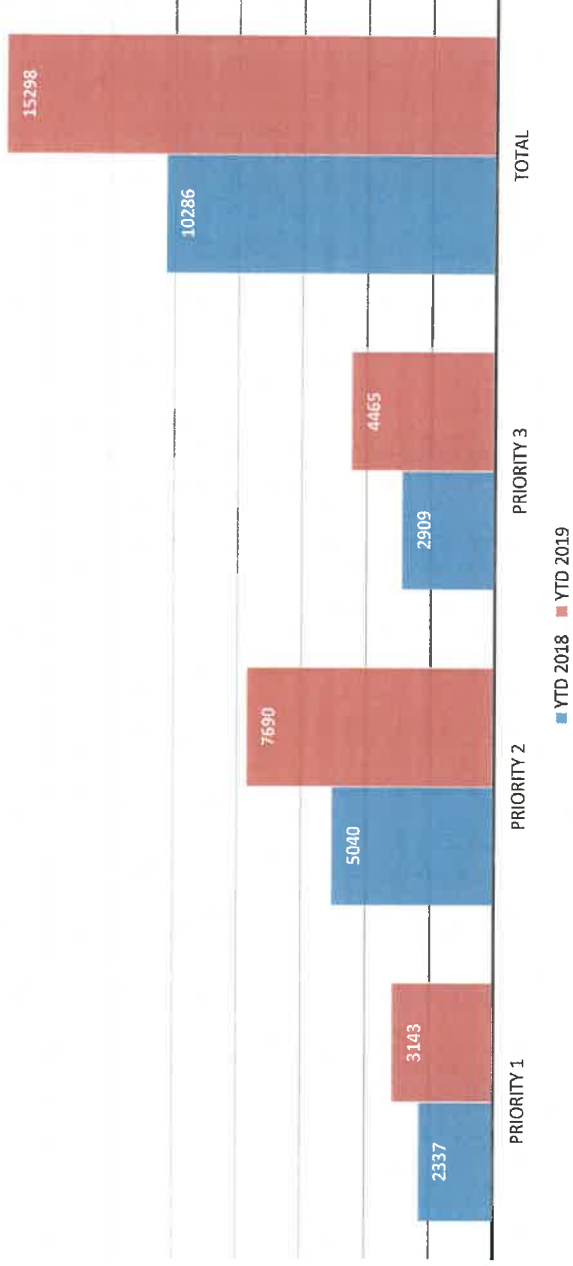
All Incident Reports												
Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	% Change	Jun-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
Homicide	0	1	-100%	0	0%	0	0	2	-100%	0%	0%	0
Robbery	1	1	0%	1	0%	1	5	11	-55%	80%	45%	18
Aggravated Assault	4	7	-43%	5	-20%	8	40	40	0%	60%	55%	34
from DV*	1	2	-50%	3	-67%	2	12	19	-37%	75%	74%	10
Simple Assault	26	33	-21%	35	-26%	43	223	282	-21%	65%	50%	239
from DV*	6	19	-68%	15	-60%	25	106	135	-21%	74%	61%	113
<b>Total Violent</b>	<b>31</b>	<b>42</b>	<b>-26%</b>	<b>46</b>	<b>-33%</b>	<b>52</b>	<b>268</b>	<b>335</b>	<b>-20%</b>	<b>51%</b>	<b>38%</b>	<b>291</b>
Arrests												
Specific Crimes	Aug-19	Aug-18	% Change	Jul-19	% Change	Jun-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
Homicide	0	0	0%	0	0%	0	1	0	0%			0
Robbery	1	1	0%	0	0%	0	4	5	-20%			7
Aggravated Assault	3	4	-25%	0	0%	6	24	22	9%			16
from DV*	1		0%	0	0%	1	9	14	-36%			8
Simple Assault	19	14	36%	14	36%	29	144	141	2%			99
from DV*	8		0%	10	-20%	18	78	83	-6%			61
<b>Total Violent</b>	<b>23</b>	<b>19</b>	<b>21%</b>	<b>14</b>	<b>64%</b>	<b>35</b>	<b>196</b>	<b>168</b>	<b>17%</b>			<b>122</b>

# August 2019 Threshold

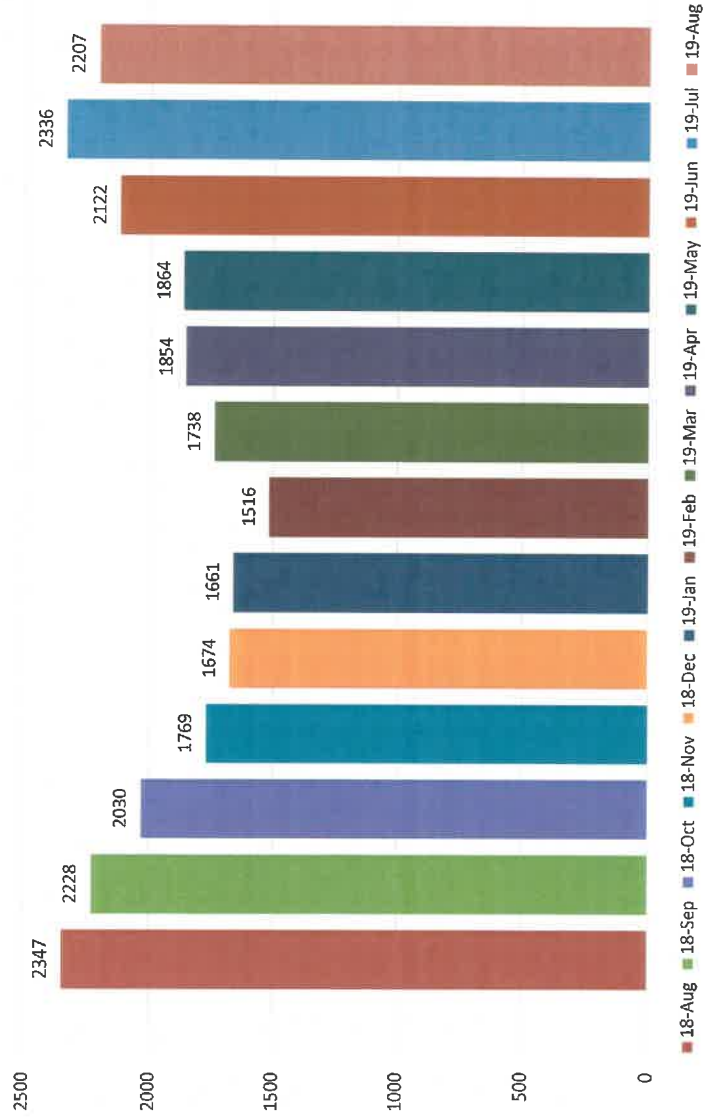
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	86	71-100	100	Normal
Traffic Stop	804	470-1138	376	Low
DWI	7	4-10	8	Normal
Robbery	2	0-3	1	Normal
Aggravated Assault	6	3-9	4	Normal
Simple Assault	39	31-48	26	Slightly Low
Burglary	9	6-13	6	Normal
Shoplifting	25	18-32	7	Low
Theft from Building	18	11-25	26	Slightly High
Theft from MV	16	7-24	40	High
MV Theft	3	0-5	3	Normal
Vandalism	35	27-44	37	Normal
Possession	16	10-22	14	Normal
<b>Crime</b>	<b>Monthly Average</b>	<b>Normal Range</b>	<b>Current Month</b>	<b>Activity Level</b>
Violent	47	37-57	31	Low
Property	122	94-151	140	Normal

# Calls for Service 2018 v 2019

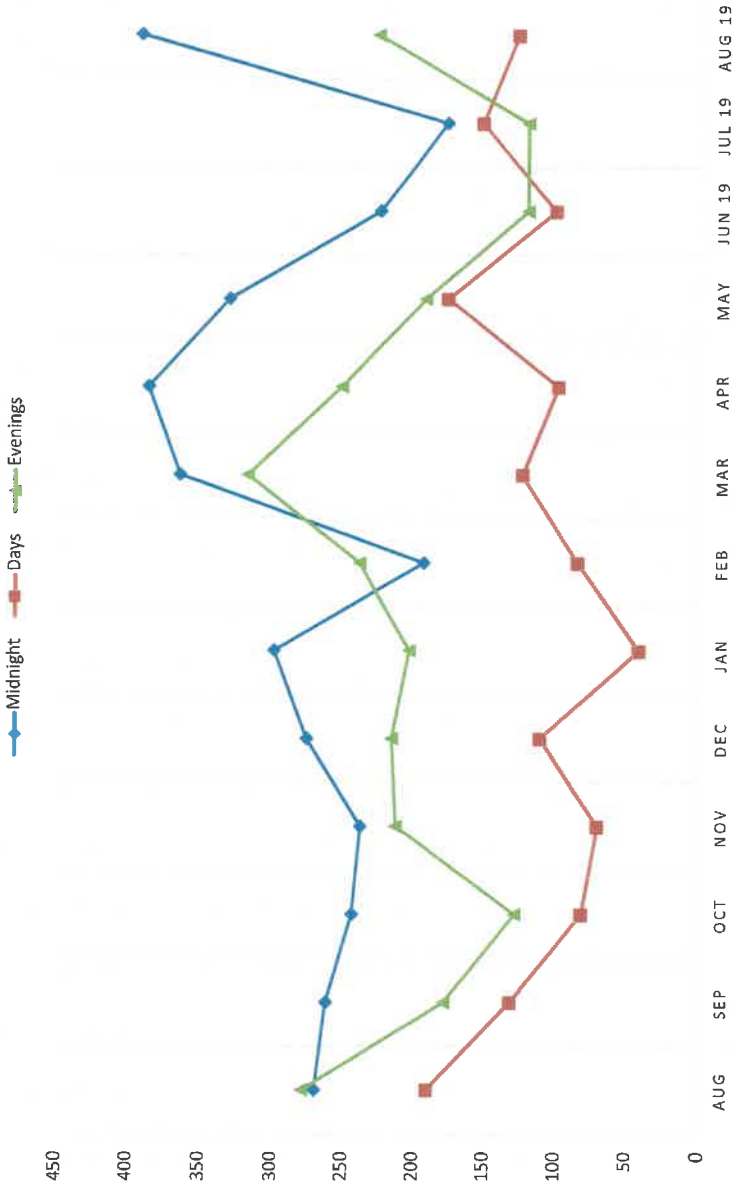
## Calls for Service 2018 v 2019



# YTD Calls for Service 2018 v 2019



# August 2019 Proactive Hours by Shift



## August 2019 DV Statistics

Dates	4/1/18 - 4/30/18	5/1/19- 5/31/19	6/1/19- 6/30/19	7/1/19 - 7/31/19	8/1/19 - 8/31/19	Prior Verbal (PV)	YTD 2019	PV YTD	YTD 2018
Misdemeanor Arrests	10	24	19	24	6	1	140	18	141
Felony Arrests	1	3	2	2	1	0	15	2	21
Verbal Cases	14	14	16	19	20		145		169
<b>Total Cases</b>	<b>25</b>	<b>41</b>	<b>37</b>	<b>45</b>	<b>27</b>	<b>1</b>	<b>300</b>	<b>20</b>	<b>331</b>

Month	Jan	Feb	March	April	May	June
New Clients	2	4	3	3	6	10
Unique Clients Rochester Residents	15	19	20	18	26	27
					8	10
New Clients	7	Not Available				
Unique Clients Rochester Residents	30					
	11					
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>

Month	Jan	Feb	March	April	May	June
New Clients	13 (13)	18 (17)	6 (19)	6 (21)	8 (24)	5 (12)
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients	2 (16)	5 (25)	2 (13)	3 (22)	2(17)	5 (10)

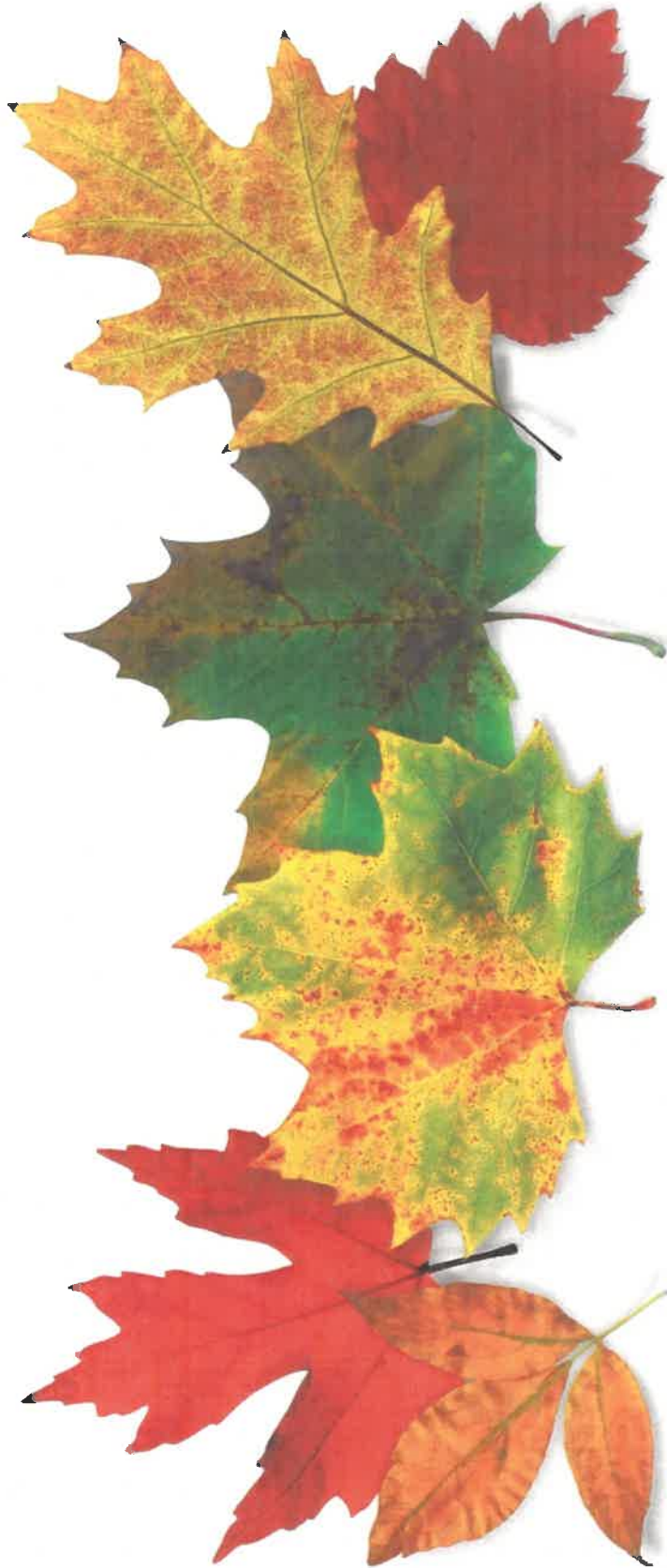
\*\*\*FJC stats now represent new clients and unique clients\*\*\*

(Unique clients are those that have active case management and new clients are excluded from that number)



WHEN YOU FEEL LIKE  
**QUITTING**  
THINK ABOUT  
**WHY YOU**  
**STARTED**

mus lane life



**September 2019  
Expense & Revenue Reports**

# CITY OF ROCHESTER

## FINANCIALS FOR SEPTEMBER 2019



FOR 2020 '03

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>1000 GENERAL FUND</b>							
<b>12010053 PD ADMINISTRATIVE SERVICES</b>							
12010053 511001 SALARIES - FULL TI	622,251	0	622,251	148,486.63	.00	473,764.37	23.9%
12010053 511002 SALARIES - PART TI	102,602	0	102,602	24,379.22	.00	78,222.78	23.8%
12010053 511005 SALARIES - OUTSIDE	192,000	0	192,000	59,982.46	.00	132,017.54	31.2%*
12010053 511099 SALARIES - ADJUSTM	23,340	0	23,340	.00	.00	23,340.00	0.0%
12010053 514000 EDUCATION INCENTIV	9,000	0	9,000	2,076.84	.00	6,923.16	23.1%
12010053 516000 LONGEVITY	3,550	0	3,550	1,400.00	.00	2,150.00	39.4%*
12010053 521100 HEALTH INSURANCE	62,733	0	62,733	16,168.44	.00	46,564.56	25.8%*
12010053 521200 DENTAL INSURANCE	1,824	0	1,824	413.52	.00	1,410.48	22.7%
12010053 521300 LIFE INSURANCE	1,217	0	1,217	281.37	.00	935.63	23.1%
12010053 522000 SOCIAL SECURITY CO	13,497	0	13,497	3,331.17	.00	10,165.83	24.7%
12010053 523000 RETIREMENT CONTRIB	239,140	0	239,140	52,917.67	.00	186,222.33	22.1%
12010053 526000 WORKERS' COMPENSAT	68,512	0	68,512	65,615.39	2,896.61	.00	100.0%*
12010053 528001 DISABILITY INSURAN	3,150	0	3,150	823.46	.00	2,326.54	26.1%*
12010053 532001 STAFF DEVELOPMENT	17,543	0	17,543	6,606.00	659.50	10,277.50	41.4%*
12010053 532200 CONTRACTED SERVICE	72,000	0	72,000	84.80	169.60	71,745.60	4.4%
12010053 533003 PHOTO DEVELOPMENT	300	0	300	.00	.00	300.00	0.0%
12010053 533004 MEDICAL SERVICES	3,910	0	3,910	1,717.63	2,404.37	-212.00	105.4%*
12010053 533005 ANIMAL DISPOSAL	1,000	0	1,000	.00	350.00	650.00	35.0%*
12010053 533011 ANIMAL BOARDING	4,000	0	4,000	.00	1,450.00	2,550.00	36.3%*
12010053 541100 WATER/SEWAGE	3,430	0	3,430	246.00	2,604.00	580.00	83.1%*
12010053 543001 VEHICLES MAINT & R	33,000	0	33,000	4,956.99	3,389.65	24,653.36	25.3%*
12010053 543002 EQUIPMENT MAINTENA	53,480	0	53,480	27,672.55	12,236.10	13,571.35	74.6%*
12010053 543500 INSURANCE CLAIM RE	5,000	0	5,000	.00	3,273.34	1,726.66	65.5%*
12010053 544200 RENTAL OF EQUIPMEN	400	0	400	.00	400.00	.00	100.0%*
12010053 544500 LEASE COPIER/PRINT	14,748	0	14,748	12,461.56	.00	2,286.44	84.5%*
12010053 552001 FLEET INSURANCE	9,674	0	9,674	8,861.00	813.00	.00	100.0%*
12010053 552002 PROPERTY INSURANCE	4,199	0	4,199	3,846.00	353.00	.00	100.0%*
12010053 552003 GENERAL LIABILITY	26,404	0	26,404	24,185.00	2,219.00	.00	100.0%*
12010053 552004 OFFICERS LIABILITY	43,423	0	43,423	39,774.00	3,649.00	.00	100.0%*
12010053 553000 COMMUNICATIONS	43,118	0	43,118	7,557.02	6,411.88	29,149.10	32.4%*
12010053 553400 POSTAGE FEES	8,050	0	8,050	302.98	.00	7,747.02	3.8%
12010053 554000 ADVERTISING	500	0	500	248.30	.00	251.70	49.7%*
12010053 555000 PRINTING AND BINDI	4,000	0	4,000	214.73	.00	3,785.27	5.4%
12010053 558000 TRAVEL SUPPLIES	6,100	0	6,100	1,552.18	1,108.67	3,439.15	43.6%*
12010053 561003 OFFICE SUPPLIES	5,473	0	5,473	344.06	1,537.97	3,590.97	34.4%*
12010053 561005 PUBLICATIONS	2,250	0	2,250	.00	.00	2,250.00	0.0%
12010053 561006 AMMUNITION	25,974	0	25,974	5,130.00	19,116.82	1,727.18	93.4%*

# CITY OF ROCHESTER

## FINANCIALS FOR SEPTEMBER 2019



FOR 2020.03

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 561008 VEHICLE SUPPLIES	11,030	0	11,030	753.50	.00	10,276.50	6.8%
12010053 561009 TRAINING MATERIAL	350	0	350	.00	302.72	27,508.24	86.5%*
12010053 561010 CLOTHING	37,500	0	37,500	5,117.69	4,874.07	12,742.44	26.6%*
12010053 561032 OTHER OPERATIONAL	16,885	0	16,885	1,082.79	3,059.77	12,735.84	24.5%*
12010053 562200 ELECTRICITY	60,000	0	60,000	10,499.32	48,764.84	1,859.68	98.8%*
12010053 562400 HEATING FUEL	7,500	0	7,500	203.27	5,437.05	69,431.48	75.2%*
12010053 562600 VEHICLE FUEL	77,984	0	77,984	8,552.52	.00	1,500.00	11.0%
12010053 573401 ADMIN EQUIPMENT	1,500	0	1,500	.00	.00	9,614.06	.0%
12010053 573900 OTHER EQUIPMENT	14,244	0	14,244	1,245.00	3,384.94	978.00	32.5%*
12010053 581000 DUES AND FEES	2,520	0	2,520	400.00	1,142.00	8,752.05	61.2%*
12010053 589007 CITY WIDE PROGRAMS	15,750	0	15,750	945.30	6,052.65		44.4%*
TOTAL PD ADMINISTRATIVE SERVICES	1,976,055	0	1,976,055	550,436.36	138,060.55	1,287,558.09	34.8%
<b>12012453 PD PATROL SERVICES</b>							
12012453 511001 SALARIES - FULL TI	3,040,202	0	3,040,202	602,815.67	.00	2,437,386.33	19.8%
12012453 511002 SALARIES - PART TI	48,787	0	48,787	11,582.58	.00	37,204.42	23.7%
12012453 511003 SALARIES - EARLY R	92,769	0	92,769	12,428.97	.00	80,340.03	13.4%
12012453 511004 SALARIES - HOLIDAY	128,978	0	128,978	6,798.61	.00	122,179.39	5.3%
12012453 511099 SALARIES - ADJUSTM	1,571	0	1,571	.00	.00	1,571.00	.0%
12012453 513001 OVERTIME - REGULAR	108,546	0	108,546	36,352.08	.00	72,193.92	33.5%
12012453 513002 OVERTIME - TRAININ	28,940	0	28,940	4,306.20	.00	24,633.80	14.9%
12012453 514000 EDUCATION INCENTIV	21,000	0	21,000	4,326.75	.00	16,673.25	20.6%
12012453 521100 HEALTH INSURANCE	460,576	0	460,576	101,679.28	.00	358,896.72	22.1%
12012453 521200 DENTAL INSURANCE	11,244	0	11,244	2,644.30	.00	8,599.70	23.5%
12012453 521300 LIFE INSURANCE	464	0	464	120.36	.00	343.64	25.9%*
12012453 522000 SOCIAL SECURITY CO	48,101	0	48,101	9,302.40	.00	38,798.60	19.3%
12012453 523000 RETIREMENT CONTRIB	960,386	0	960,386	186,354.55	.00	774,031.45	19.4%
TOTAL PD PATROL SERVICES	4,951,564	0	4,951,564	978,711.75	.00	3,972,852.25	19.8%
<b>12012553 PD SUPPORT SERVICES</b>							
12012553 511001 SALARIES - FULL TI	145,718	0	145,718	34,075.77	.00	111,642.23	23.4%
12012553 511002 SALARIES - PART TI	195,384	0	195,384	33,509.19	.00	161,874.81	17.2%
12012553 511099 SALARIES - ADJUSTM	1,749	0	1,749	.00	.00	1,749.00	.0%
12012553 513001 00587 OT COMMUNITY	3,000	0	3,000	228.04	.00	2,771.96	7.6%*
12012553 516000 LONGEVITY	2,530	0	2,530	1,200.00	.00	1,330.00	47.4%*
12012553 521100 HEALTH INSURANCE	31,737	0	31,737	8,267.88	.00	23,469.12	26.1%*

# CITY OF ROCHESTER

## FINANCIALS FOR SEPTEMBER 2019



FOR 2020 03

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012553 521200 DENTAL INSURANCE	900	0	900	224.85	.00	675.15	25.0%
12012553 521300 LIFE INSURANCE	228	0	228	66.01	.00	161.99	29.0%*
12012553 522000 SOCIAL SECURITY CO	25,885	0	25,885	5,107.17	.00	20,777.83	19.7%
12012553 523000 RETIREMENT CONTRIB	17,010	0	17,010	3,951.68	.00	13,058.32	23.2%
12012553 528001 DISABILITY INSURAN	1,674	0	1,674	380.38	.00	1,293.62	22.7%
TOTAL PD SUPPORT SERVICES	425,815	0	425,815	87,010.97	.00	338,804.03	20.4%
TOTAL GENERAL FUND	7,353,434	0	7,353,434	1,616,159.08	138,060.55	5,599,214.37	23.9%
TOTAL EXPENSES	7,353,434	0	7,353,434	1,616,159.08	138,060.55	5,599,214.37	
GRAND TOTAL	7,353,434	0	7,353,434	1,616,159.08	138,060.55	5,599,214.37	23.9%

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

# CITY OF ROCHESTER

## DISPATCH FINANCIALS FOR SEPTEMBER 2019



FOR 2020\_03

	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
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**1000 GENERAL FUND**

**12030153 DISPATCH CENTER**

12030153 511001	509,061	0	509,061	94,040.36	.00	415,020.64	18.5%
12030153 511002	2,000	0	2,000	3,419.42	.00	-1,419.42	171.0%*
12030153 511004	18,794	0	18,794	968.48	.00	17,825.52	5.2%
12030153 513001	34,000	0	34,000	10,552.45	.00	23,447.55	31.0%*
12030153 513002	10,000	0	10,000	10,768.26	.00	9,231.74	7.7%
12030153 516000	2,250	0	2,250	800.00	.00	1,450.00	35.6%*
12030153 521100	136,038	0	136,038	24,627.00	.00	111,411.00	18.1%
12030153 521200	3,324	0	3,324	641.79	.00	2,682.21	19.3%
12030153 521300	879	0	879	182.26	.00	696.74	20.7%
12030153 522000	40,989	0	40,989	7,799.77	.00	33,189.23	19.0%
12030153 523000	64,135	0	64,135	12,110.70	.00	52,024.30	18.9%
12030153 526000	1,367	0	1,367	696.85	670.15	52,024.30	18.9%
12030153 528001	4,935	0	4,935	1,081.82	.00	3,853.18	21.9%
12030153 532001	3,300	0	3,300	209.00	.00	2,842.00	13.9%
12030153 534001	4,500	0	4,500	.00	4,500.00	.00	100.0%*
12030153 534003	4,130	0	4,130	.00	4,130.00	.00	100.0%*
12030153 543002	29,360	0	29,360	20,260.00	.00	7,100.00	75.8%*
12030153 552003	2,867	0	2,867	2,626.00	241.00	7,100.00	100.0%*
12030153 553000	500	0	500	151.60	.00	348.40	30.3%*
12030153 554000	68	0	68	.00	.00	68.00	.0%
12030153 558000	2,000	0	2,000	156.30	464.62	1,379.08	31.0%*
12030153 561003	1,250	0	1,250	39.63	.00	1,210.37	3.2%
12030153 561010	1,300	0	1,300	.00	.00	1,300.00	.0%
12030153 561032	2,500	0	2,500	135.00	100.90	2,264.10	9.4%
12030153 573401	2,312	0	2,312	.00	.00	2,312.00	.0%
12030153 581000	469	0	469	.00	.00	469.00	.0%
TOTAL DISPATCH CENTER	882,328	0	882,328	181,266.69	12,355.67	688,705.64	21.9%
TOTAL GENERAL FUND	882,328	0	882,328	181,266.69	12,355.67	688,705.64	21.9%
TOTAL EXPENSES	882,328	0	882,328	181,266.69	12,355.67	688,705.64	21.9%
GRAND TOTAL	882,328	0	882,328	181,266.69	12,355.67	688,705.64	21.9%

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

# CITY OF ROCHESTER

## REVENUE FOR SEPTEMBER 2019



FOR 2020 03

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<b>I000 GENERAL FUND</b>						
<b>12011 POLICE CITY REVENUE</b>						
12011 400407 PISTOL PERMITS	-2,000	0	-2,000	-340.00	-1,660.00	17.0%**
12011 402110 INCOME FROM COPY MACH	-5,000	0	-5,000	-1,030.40	-3,969.60	20.6%**
12011 402111 OUTSIDE SECURITY SERV	-255,000	0	-255,000	-30,642.95	-224,357.05	12.0%**
12011 402115 ALARM FEES	-5,000	0	-5,000	-200.00	-4,800.00	4.0%**
12011 402121 DOG SHELTER & TRANSP	-1,600	0	-1,600	-355.00	-1,245.00	22.2%**
12011 402122 DOG FINES	-14,000	0	-14,000	-15,638.00	1,638.00	111.7%
12011 405201 COURT FINES	-10,000	0	-10,000	-450.91	-9,549.09	4.5%**
12011 405202 PARKING TICKETS	-5,000	0	-5,000	-945.00	-4,055.00	18.9%**
12011 405203 EXCESS ALARM PENALTY	-800	0	-800	-100.00	-700.00	12.5%**
12011 406201 MISCELLANEOUS REVENUE	-8,000	0	-8,000	-1,500.00	-6,500.00	18.8%**
12011 406209 POLICE RESTITUTION RE	-1,000	0	-1,000	-91.25	-908.75	9.1%**
12011 406210 WITNESS FEES	-7,000	0	-7,000	-1,082.58	-5,917.42	15.5%**
12011 406216 HOST TRAINING FEES	-6,000	0	-6,000	.00	-6,000.00	.0%**
12011 406299 INSURANCE CLAIM REIMB	-5,000	0	-5,000	.00	-5,000.00	.0%**
TOTAL POLICE CITY REVENUE	-325,400	0	-325,400	-52,376.09	-273,023.91	16.1%
TOTAL GENERAL FUND	-325,400	0	-325,400	-52,376.09	-273,023.91	16.1%
TOTAL REVENUES	-325,400	0	-325,400	-52,376.09	-273,023.91	16.1%
GRAND TOTAL	-325,400	0	-325,400	-52,376.09	-273,023.91	16.1%

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

**ROCHESTER POLICE COMMISSION**

**October 2, 2019**

**6. CORRESPONDENCE:**

- A. Det. Moore and Off. Lambert will receive a NH Congressional Law Enforcement Award of Above and Beyond the Call of Duty related to an incident in August of 2018.
- B. Off. Garneau is thanked for providing information and spending time speaking with a person about resources for mental health.
- C. Capt. Pinkham is thanked by a citizen for exceptional service provided to a disabled citizen.



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Det. Geoff Moore		DATE: 8/20/2019 TIME: 1000
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> : RPD was notified by US Senator Jeanne Shaheen—that on behalf of Senator Hassan and Representatives Kuster and Pappas—Det. Moore was selected for a <b>New Hampshire Congressional Law Enforcement Award in the category of Above and Beyond the Call of Duty</b> in reference to the officer involved shooting last August 20, 2018.  Senator Shaheen's letter went on to say that he was commended for his poise and professionalism and his decisive actions helped assure the safety of the public. An awards ceremony will take place at 6pm on October 4 <sup>th</sup> at PSTC.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : See below.  SIGNATURE: <u>N/A</u> DATE:		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Geoff - Receiving a Congressional Award is quite the honor. We are all proud of you, and your service to the citizens of the City of Rochester! Forward to eval file.</i> SIGNATURE: <u><i>Jamie Thomas</i></u> DATE: <u>8/20/19</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Geoff this is a well deserved award for the actions you and other officers took that day. You should be proud of your actions as they protected many, I know we are proud of you</i> SIGNATURE: <u><i>CGB</i></u> DATE: <u>8-20-19</u>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Congratulations on this award Geoff! Well deserved.</i> SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>8-23-19</u>		

8. ACKNOWLEDGMENT OF EMPLOYEE:

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

EMPLOYEE SIGNATURE:  \_\_\_\_\_

DATE: 09-11-2019

# United States Senate

WASHINGTON, DC 20510

RECEIVED

AUG 12 2019

OFFICE OF THE CHIEF  
ROCHESTER POLICE DEPT

August 6, 2019

Detective Geoff Moore  
Rochester Police Department  
23 Wakefield Street  
Rochester, NH 03867

Dear Detective Moore,

On behalf of Senator Hassan and Representatives Kuster and Pappas, I would like to congratulate you on being selected for a New Hampshire Congressional Law Enforcement Award in the category of Above and Beyond the Call of Duty.

You should be commended for your poise and professionalism during the events of August 20<sup>th</sup>, 2018. Your responsiveness and decisive actions helped assure the safety of the public. These actions were recognized by the New Hampshire law enforcement community when they nominated and selected you for this award.

The awards ceremony will take place at 6:00PM on Friday, October 4, 2019, at the New Hampshire Police Standards and Training Council facility in Concord. If you have any questions, please feel free to call Chief Vincent Baiocchetti of the awards committee at (603) 387-0779 or Chris Scott in my Manchester office at (603) 647-7500.

Sincerely,



Jeanne Shaheen  
United States Senator

CC: Chief Paul Toussaint, Rochester Police Department

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Aaron Garneau		DATE: September 11, 2019 TIME: 1438
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> On September 11, 2019 I received an e-mail from a female advising that she was very thankful for the help and information that she was provided by Officer Garneau reference to getting mental health information for her brother. Officer Garneau spent a great deal of time talking with this person explaining the mental health process and procedures that occur in NH as she resides out of State. She was very thankful for the time and information that was provided (see attached e-mail).		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Submitted the attached e-mail.  SIGNATURE: <u>Lt. Jeremy F. Aucoin</u> DATE: <u>9/12/2019</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Nice job Aaron! Forward to eval file</i>  SIGNATURE: <u><i>Jan Thom</i></u> DATE: <u>9-13-19</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Great job Aaron!</i>  SIGNATURE: <u><i>CGR</i></u> DATE: <u>9-13-19</u>		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Aaron! Copy to Police Commission.</i>  SIGNATURE: <u><i>[Signature]</i></u> DATE: <u>9-16-19</u>		

From: [Redacted]  
Sent: Wednesday, September 11, 2019 2:38 PM  
To: Jeremy Aucoin  
Subject: [External] Thank you and please

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Sgt. AuCoin.

My name is [Redacted] and I'm writing both to thank you and ask for your help.

This morning from about 5:30-6AM, Officer Aaron Garneau spent a great deal of time on the phone with me, listening to a serious concern I have about my parents' safety and explaining more to me about how the mental health arrest procedures work in NH. I am a former resident of Rochester, NH but now reside in [Redacted], NY. My parents and brother currently reside at [Redacted] In Rochester, NH.

You are, perhaps, familiar with their surname. My brother, [Redacted] has been arrested many times over the years by the RPD, [Redacted] It is readily apparent that he has become mentally incompetent and poses physical danger to himself and my parents. My parents, [Redacted], have been working hard to document their experiences in order to successfully petition the state for [Redacted]

I realize that this is not a simple procedure but am wholly unaware of the steps and intricacies of the process. My parents live under hostage-like circumstances, where they are not even able to have phone conversations with me or any other resource or emergency service without fearing for their safety due to my brother's threat of violence.

Having had another sleepless night, I called dispatch at the RPD this morning without quite knowing why. Maybe I just wanted additional documentation that the situation is extraordinarily volatile. Maybe it is simply because I live hundreds of miles away, [Redacted], and feel powerless and scared. Regardless, Officer Garneau was truly exceptional in his patience, competence, and compassion with me. He took the time to listen. He explained to me how difficult the process is and how dangerous another discharge from Frisbee could be. He offered me resources to share with my parents, who undoubtedly already know but who can't even find the safe time and space to communicate with me, their only other child, or other resources.

I love my brother, [Redacted] and I want him to be safe. But I am more concerned, at this point, with my parents' well-being. Officer Garneau made an honest effort to help me find peace and solutions. I hope you will commend him for his work.

On this particularly difficult date in history, it felt very reassuring to me to have personal contact with an officer who is trying hard to live the mission of the RPD. I thank him and each of you for all you do each day to try to make our community a safer place.

As for the "please" of the subject line, I hope you will take this communication seriously and keep an ear peeled for my maiden name when it reappears on your radios. Maybe having offered this history and context will help assure that [Redacted] gets the permanent help he needs. I understand that the RPD is only one cog in the "machine" and that the bail commissioner and the staff at Frisbee Memorial need to get in synch with you, but it makes me feel a little better to think that the RPD's gear is well-oiled and that you can push the other gears in positive motion.

Gratefully,

P.S. He did not pay me to send this. I am simply raw and vulnerable and grateful.

RECORD #

ROCHESTER POLICE DEPARTMENT PERSONNEL RECORDS ENTRY  
Rochester, New Hampshire

1.) Employee: Todd Pinkham

Date: 9/19/19

Time: 1019hrs

2.) Type of Entry:

Recommendation

Counseling

Training Interview

Disciplinary

Evaluation Follow Up

Other

3.) Narrative: (Explain event or incident leading to recommendation or action)

Captain Pinkham was thanked by a citizen for exceptional service provided to a disabled citizen.

4.) Action Taken By Supervisor:

Prepped for file.

Chief Paul Toussaint



DATE 9-19-19

5.) Comments or Recommendations of Deputy Chief: Nice work Todd.

Signature of Deputy Chief



DATE 9-19-19

6.) Comments of Chief of Police:

Nice work Todd! Thank you for your dedication

Signature of Chief of Police



DATE 9-19-19

7.) Acknowledgment of Employee:

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

Signature of Employee:



DATE 9-19-19

## Paul Toussaint

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**From:** Barbara [redacted]  
**Sent:** Thursday, September 5, 2019 11:14 AM  
**To:** Paul Toussaint  
**Subject:** [External] Recognition for Captain Todd Pinkham

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Just a note regarding Captain Todd Pinkham and the extra service he has been providing to my resident.

Miss K [redacted] came to my home in February from Manchester. Miss K [redacted] has many disabilities which she faces, but this does not prevent her from working on her goals and strengthening her living independently skills.

A few months back, Miss Ki [redacted] had her 15 minutes of alone time removed by her guardian. In an effort to get this time back as her HCP I reached out to Captain Pinkham to see if your Police Department would have any services or programs which might help Miss K [redacted] become a safer person in her home, in turn hoping to regain her alone time privileges.

Captain Pinkham took the time to meet with us and to show us around the Police Department. Captain Pinkham sat and listened; explaining how and what Miss K [redacted] could do to keep herself safe. Yesterday Captain Pinkham came to our home, and reviewed the safety protocol with Miss Ki [redacted]. Things like when to open the door, remembering to get out if there is a fire and do not hunt for our cat; to reminding Miss K [redacted] to call 911 even if she cannot talk so that someone will be able to come and help her.

I just wanted to make sure the extra service provided to Miss K [redacted] is very much appreciated.

Sincerely,  
Barbara

Sent from [Mail](#) for Windows 10

**ROCHESTER POLICE COMMISSION**

**October 2, 2019**

**7. INFORMATION:**

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

B. Other



**ROCHESTER POLICE COMMISSION**

**October 2, 2019**

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