

The Rochester Police Commission posts notice of their regular monthly meeting to be held Wednesday, November 6, 2019, 7:00 P.M. in the Police Department, 2<sup>nd</sup> Floor Meeting Room.

**MEETING AGENDA – November 6, 2019 7:00 P.M.**

**NOTE LOCATION CHANGE:**

**ROCHESTER POLICE DEPARTMENT – 2<sup>ND</sup> FLOOR MEETING ROOM**

1. **CALL TO ORDER**
  - A. Pledge
  - B. Opening Prayer
  - C. Roll Call by the Clerk
2. **PUBLIC COMMENT**
3. **ACCEPTANCE OF MINUTES:**
  - A. October 2, 2019
4. **OLD AND UNFINISHED BUSINESS:**
  - A. Policy Update: 26.1.1.2 Uniform Appearance: Second Reading for Adoption
  - B. Other
5. **NEW BUSINESS:**
  - A. Monthly Reports
  - B. Other
6. **CORRESPONDENCE:**
  - A. Scott Wood recognizes Lt. Swanberry for his demeanor and excellent communication skills.
  - B. Ms. Paquette from the Rochester Public Library recognizes Off. Turner, Off. Riddle and Off. Labosier for participating in the children's story hour.
  - C. Off. Root and Off. Brinkman are thanked for how they handled a parking concern.
  - D. Off. Crawford is recognized for his dedication during an investigation.
  - E. Off. Gantert is recognized for professionalism and compassion.
  - F. Sgt. Babine, Sgt. Emerson, Det. Flathers, Off. Govoni, and Det. Rousseau are thanked by the Mass State Police for assistance with a homicide investigation.
  - G. Off. Brinkman is recognized for making connections with a young child in the City.
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, October 2, 2019 at 7:00 P.M. Present at this meeting was Comm. Peters, Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Thomas, Chaplain Cilley and Secretary Warburton. Also present were invited guests and members of the public.

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. September 4, 2019 regular meeting.

**Comm. Stevens MOVED to accept the minutes of the September 4, 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. Recognition: Sgt. Emerson – 20 Years’ Service. Chief Toussaint noted that Sgt. Patrick Emerson is recognized for twenty years of service with the City. He was hired as a police officer in 1999, and was promoted to Sergeant in 2012. In 2014 was assigned to oversee the Investigations Bureau. Sgt. Emerson has been a field training officer, a certified breath operator, and on our motorcycle unit. He has received extensive training in accident reconstruction, with an emphasis on motorcycle crashes. He has numerous letters of appreciation. Many hold a common theme of how professional and compassionate Sgt. Emerson is. Sgt. Emerson has received awards for Honorable Service, Distinguished Unit Action, and Lifesaving. He further has been nominated for awards within the Department, including for Officer of the Year, the Blair Memorial Award and the Red Hayes Award. A plaque was presented.

B. Community Outreach – Prevention Services Update. Chief Toussaint introduced Nicole Rodler the Juvenile Division Coordinator. Chief Toussaint said everyone knows that we have an opioid issue within the City, within the State and within the Country. In our police department, we have a three-prong approach that includes enforcement, we support recovery, one of the big things is the future, which diversion, and juveniles are a part of. Nicole is here to talk a bit about what she does.

Nicole Rodler said that she has been with the City for ten years, starting first as the Juvenile Diversion Coordinator within the City, which has grown to be the Rochester Police Department Juvenile Division Coordinator. This program oversees our prevention efforts, juvenile court diversion and intervention and prevention programs.

Our prevention programs help our youth to make better choices and change risky behavior. As the grant funding for Bridging the Gaps ended, Nicole’s position has taken on those pieces of the coalition.

Teen Night is our greatest prevention tool. This is our tenth year. When first launched it was held every Saturday night. Now it is the first Saturday of every month. We engage youth in positive, pro-social activities with adults and develop personal and professional relationships. We work in partnership with the Recreation Department. We also have a licensed drug and alcohol coordinator at every event to address substance misuse.

Teen Travel Camp became a summer extension of Teen night. We expanded this year to 30 youth that travel Wednesday's to opportunities outside the community doing positive, pro social activities. Our school resource officers attend this when possible. We partner with the Recreation Department in this as well.

National Night Out is another successful prevention tool that we have. This year we had over 3,000 attendees. This continues to grow every year.

Nicole stated that she teaches the LEAD (Law Enforcement Against Drugs) program in the high school with Officer Jackson. She can also substitute for Sgt. Deluca in the middle school. This is an evidence based model "too good for drugs," that is taught by law enforcement on a personal level where students get factual information not myths.

We will be hosting Kevin Bartolo in the City on October 21, 2019 to kick off Red Ribbon Week. He tells his story of how he became addicted to opiates following an athletic injury and how he has overcome this.

Nicole is the Chair for the State Diversion network. She stated that our Diversion program, which started in 1980, is the oldest in the State. There has been a lot of experience and knowledge invested into this program. Our Diversion program achieved accreditation in 2011. Diversion looks to help youth in a first time offender status to turn things around. We have a pre-court diversion program and we can look to see if there are substance abuse issues or mental health issues so when we make a referral we can get the youth to a good spot to move forward in a positive way by getting them resources and support to help them thrive.

We formerly had the Teen Drug Court, but amendments to statutes put time limitations on our cases and therefore all of those now go through District Court.

We work with the Fire Department on the fire-setter arson prevention program.

How successful is diversion? Post closure one year we have an 84% success rate of not reoffending in that year. Post closure three years is a 62% success rate. We are also able to work with the Administrative Office of the Courts to track these numbers as the youth age up to see if they are reoffending in the adult system. Nationally the one-year recidivism success rate for juveniles is 45%. So our rates are exceeding that, and that is due to the community understands us and supports the program, so we are catching these kids early and making referrals.

Comm. Stanley asked if the 45% is no intervention, or strictly court intervention.

Nicole stated that NH is the only state that does a pre-court referral for diversion. Other states do it backwards. After court is done then they are referred to diversion. In NH when they close a diversion referral there is no court.

Comm. Peters asked how many staff are dedicated to this and what is the greatest need?

Nicole offered that she is a staff of one. So staffing is a need for Teen night and Teen Travel camp. All the money in the world; would not replace having positive youth intervention.

Comm. Stevens said with Teen Travel limited to 30, those slots filled up quickly. What about expanding. Thirty is not a lot.

Nicole responded that she has to be careful for what she wishes. However, growing the program slowly would be beneficial. Right now, with the smaller number you have personal connections with the kids. The more kids you have you lose some of that, and need more staff.

Comm. Stevens asked could it expand to two days a week, two different groups.

Nicole replied that could be something to look into. We do have a wait list. Next year we would like to reach out to those on the wait list if we have empty seats on a trip day.

Chief Toussaint said a lot of this hinges on the Recreation Department. They are a great partner but they do a lot of the planning and staffing. It is not as simple as putting extra police staff to this.

Comm. Peters asked if people could volunteer, or be certified to be able to help.

Nicole said Teen Night we have the SRO's, the CEO, command staff and uniformed officers. If we could have backgrounds done and people certified that could be viable.

Nicole added that the big wish is a family resource center. I know it has been talked about, but that is a price ticket beyond our grasp at this point. But does this come from a state level or community level. The community needs it. It would be fantastic to have another place for kids and parents to access more resources.

C. Policy Update: 26.1.1.2 Uniform Appearance: First Reading. Dep. Chief Boudreau noted the changes to this are the outer load-carrying vest (page 4) and we cleaned up language on page 2 that officers don't need to purchase the mock turtleneck.

The purpose of the change is to remove the weight from the hips and back of all the gear on the duty belt. We are planning to purchase the Safariland model. Officers can choose which gear to put on the carrier. The duty weapon will remain on the duty belt, and one less lethal weapon will remain on the duty belt.

Comm. Stanley said the language needs to be cleaned up to be consistent. We are calling it different things in each of the sections.

Dep. Chief Boudreau said we will clean up the language and bring it back next month.

D. Monthly Reports: Captain Thomas reported that Wards 1, 2, 4 and 5 met this period. Police issues brought up included parking concerns, speeding, fireworks complaints, sidewalk issues, staffing of the Police Department, panhandlers, suspicious activity. The Police Department discussed crime trends, reviewed the comp stat report, and encouraged people to inventory valuables, lock homes and cars and to report suspicious activity.

The investigations bureau had 30 cases sent up from patrol for review or investigation. There are currently 42 cases assigned. There were 15 cases presented to the Grand Jury all with true bills. There were three detective call outs (an overdose death, an assault on a child and an assist other department). There were two polygraphs and two backgrounds. There were 279 pieces of evidence logged in, 38 items returned to owners and an additional 462 pieces destroyed.

CEO/ COMMUNITY ENGAGEMENT OFFICER: Off. Danie had evidence team training, assisted with Civilian Response to Active Shooter training at the high school and at SAFRAN, and assisted Economic Development with some designs in the downtown that had been attracting crime. He assisted at the Senior Breakfast, attended a safety day at Kohl's, and spent time at events leading up to Thank a Police Officer Day.

COMP STAT: We anticipate field activities to improve as staffing improves. Traffic stops were up by 100 stops since the previous report. There were 31 accidents in parking lots most attributed to poor maneuvering in parking lots. There were also 15 accidents on Farmington Road and 8 on Washington Street.

There was a reduction in property crime; however, we are up 140% year to date. Thefts *from* motor vehicles there was a two-night spree where several vehicles were gone through. All but two vehicles were unlocked. Thefts from motor vehicles is a crime of opportunity. We can't stress enough, no matter where you are, lock your vehicles and your homes. There were six firearms stolen this period from various locations. Only one has been recovered.

There were 52 drug related calls, 14 possessions. There were 16 overdoses; one was fatal. We are seeing increases in the use of meth. While those users do not overdose it is still a high-risk situation because of how they behave when impaired, including dancing in the street and stripping naked.

Violent crime is down 20% year to date.

Comm. Peters noted a typo on the DV page of the report. The year is listed as 2018 when it should be 2019.

COMMUNICATIONS: The two new communications specialists are off to a good start in training. We will be putting together another hiring process to prepare for anticipated vacancies.

DIVERSION: Teen night in October begins the 10<sup>th</sup> year. We have a full staff of Rec and PD lined up as well as community partners bringing in youth resources every month. Nicole will be working with the schools to bring in a guest speaker who talks about addiction stemming from sports injuries, to kick off Red Ribbon Week. Nicole is working with the Strafford County Public Health Network on the Addiction Task Force Summit and is preparing to discuss juvenile court diversions best practice in screening juvenile offenders for mental health and substance use. She is attending a presentation at Police Standards on ACERT (Adverse Childhood Experience Response Team) which connects youth who may have been at a trauma call with services. Manchester PD and Laconia PD have working models of this.

HONOR GUARD: The Honor Guard participated in the September 11 memorial at the central fire station. The Honor Guard will also participate in a retirement ceremony for Director Donald Vittum from Police Standards and Training.

PROSECUTION - ADULT: There were 451 new cases with 627 charges. There were 168 guilty pleas, 98 not guilty, 67 cases nol prossed and 23 cases continued. There were 203 who failed to appear, 39 found guilty by the court, 25 cases dismissed by the court and 4 cases placed on file.

PROSECUTION - JUVENILE: Juvenile prosecution had six petitions and one CHINS. There were ten arraignments (8 set for trial, 1 resolved by plea, 1 rescheduled). There were six review hearings, five violation hearings, one dispositional hearing and one sentencing hearing. Thirteen trials resolved by plea. Additionally Lt. Gould completed seventeen investigations (complaint and warrant) for bail jumping. She also completed eight motions to impose suspended sentences.

Comm. Stanley asked how many staff are in the legal bureau?

Lt. Gould handles our juvenile prosecution. She also assists the main prosecutor, Attorney Mitrushi, during time off, or heavy arraignments. There are also two legal assistants and one victim advocate. They are paid from the legal budget and work in this building.

2. Administrative. Dep. Chief Boudreau noted that our backline vehicle is being assembled, and our front line vehicles have been ordered. We do not have delivery dates confirmed. We have been able to purchase some of the equipment needed for the cars that will streamline outfitting them when they arrive.

The radio project is moving forward. We saved approximately \$59,000 in discounts due to quarter end purchasing incentives. We have additional savings by purchasing some equipment from our current radio vendor and avoiding intermediary price mark ups. We are still short funding on the overall project goal. We will have to go back to finance. We had a number we started with for replacing the system, but we will need to add another tower, planned for the new DPW site, which is a key location to that side of the City. That is the biggest single factor that will push the project over by an estimate of \$200,000.00. for a project total of about 1.5 million dollars.

We are looking to have what we need in place by the end of calendar year for a late spring construction start.

The on-line crime-reporting project is moving along. Once the City Manager signs the contract, we can begin the implementation phase and developing the platform for what crimes can be reported this way. All will be past tense. We won't use it for crimes in progress.

Comm. Stanley asked what the period for implementation is.

Dep Chief Boudreau said about four months. We are looking at the first of the year.

Comm. Peters said that the budget is 25% expended, year to date. This is right where we should be for the year.

**HIRING:** Officer Root tested out of the law package. He has entered into field training and is progressing well. Two candidates were extended conditional offers following the most recent interviews with the Police Commission. Backgrounds will commence soon.

**TRAINING:** Officers Coffey, Crawford and Riddle are progressing well in field training. We anticipate them being released to solo patrol by the end of November. Lt. Bossi attended a weeklong FBI LEEDA command Leadership Institute training in Hampton. Our annual use of force training is under way. Dep. Chief Boudreau taught two classes for supervisory staff for Civilian Response to Active Shooter at SAFRAN.

**OTHER:** We had an uneventful relatively incident free Fair over 8 days. There were 375 man-hours detailed. Nancy Gilbert from the board praised the officers' professionalism.

E. Other.

(1) Thank a Police Officer Day. Comm. Stanley said that the committee had planned to come before the Commission in November, but the Council is meeting the same night due to the election schedule, so we will not be televised in November.



Comm. Stanley said she wished to recognize some of the sponsors that made this event possible. It was outstanding. The following organizations and businesses are recognized: Co-Organizers: Greater Rochester Chamber of Commerce, Holy Rosary Credit Union, Rochester Main Street, Rotary Club of Rochester, Rochester Elks, Decorating Contest: Hervey's Tire. Flag Sponsors: Atlantic Broadband, Eastern Propane and Oil, Greater Rochester Chamber of Commerce, Granite Steak and Grill, Rochester Rotary Charities, Blue Bird Self Storage, Service Credit Union, Wit-Way Supply, Inc. Laars Heating Systems Co., Kittery Point Construction, Ed and Lisa Casaccio, Rochester Toyota. For a full list of supports, please see attached.

Comm. Peters thanked the community publicly for all of their support. People went beyond and the officers noticed and appreciated it.

Chief Toussaint added that officers deal with a lot of negative activity and it is nice to be reminded that the community stands behind them.

Comm. Stevens asked for an update on the Explorer Program. We should have them come to the next meeting. There is an Explorer Open House at the Police Department on Monday, October 21, 2019.

#### **6. CORRESPONDENCE:**

Correspondence for the month included: 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. Off. Garneau is thanked for providing information and spending time speaking with a person about resources for mental health. Capt. Pinkham is thanked by a citizen for exceptional service provided to a disabled citizen.

#### **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 7:57 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 8:26 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. MISCELLANEOUS:**

**Comm. Stevens MOVED to award a merit increases on the respective anniversary dates to Off. Elizabeth Turner (4%), Off. Hattie Johnson (3.2%), Off. Kendall DeCost (3.1%), Off. Jonathan Labosier (3.1%), Off. Keith MacKenzie (3.7%), Off. Jacob Garstin (4%), Off. Spencer Williams-Hurley (3.9%), Sgt. Thomas Powers (3.7%), SECOND by Comm. Stanley. The motion PASSED unanimously.**

**10. ADJOURNMENT:**

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

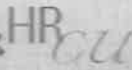
Respectfully Submitted

Rebecca J. Warburton  
Secretary

APPROVED BY COMMISSION:



## Co-Organizers



Rotary



Club of Rochester NH

## Decorating Contest Sponsor ~ Hervey's Tire Company



## Flag Sponsors

Atlantic Broadband

Eastern Propane & Oil

Greater Rochester Chamber of Commerce

Granite Steak & Grill

Rochester Rotary Charities

Blue Bird Self Storage

Service Credit Union

Wit-Way Supply Inc.

Laars Heating Systems Co.

Kittery Point Construction

Ed and Lisa Casaccio, Rochester Toyota

## Business Partners

Brock's Plywood Sales

Packy & Brenda Campbell/VISA Realty

Bruce & Rhonda Hodsdon/Rochester

Peggy Lynch Agency ~ State Farm

Lachapelle & Higgins Insurance Agency

Benjamin Lowe/Clemente's Pizzeria

Hourihane, Cormier & Assoc., LLC

Fred Roberts, Associated Brokers Inc.

Go FOTO Yourself New England

Cornerstone VNA

Monarch School of New England

Renaissance Signs

Bank of New Hampshire

Hope on Haven Hill

LifeBalance Counseling

Michael Dubois CPA

Eversource

Compass Home Inspection

Feliciano Limousine, LLC

Rochester Country Club

Alliance for Dental Care

Le Club Victoire

Profile Bank

Waterstone Properties ~ The Ridge

American Legion Post 7

Aircomm Wireless

Windjammer's Seafood Restaurant

Dr. Christine Davis, Wes Chapin, and Cameron MacDearmid/Broadview Animal Hospital

## Food Donors & Other Thanks

Moe's Italian Sandwiches

Granite Steak & Grill

City of Rochester, Public Works

Lilac City Grills

Potter's House Family Bakery

Rochester Public Library

Dunkin' Donuts

Magrill's

Spaulding HS Art Department

## 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:

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F. Polo Shirts:

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 Carrier:**

1. Officers are authorized to wear external load bearing carriers to remove the weight from the duty belt and spread it more evenly across the back.
2. Officers who choose to wear the external carrier 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 arrange it on the load-bearing carrier 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.

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 Carrier:

1. Officers are authorized to wear external load bearing carriers to remove the weight from the duty belt and spread it more evenly across the back.
2. Officers who choose to wear the external carrier 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 arrange it on the load-bearing carrier 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  
October 2019**

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

**Ward 1:** The meeting was held at the city annex. Attendance consisted of Councilor Varney, State Rep. Peg Higgins, and three residents. Among items discussed was Frisbie EMS Medic 5 traveling too fast while responding to calls. The road renovations going on through the city as well as funds that the city is receiving from the State that will be put towards the school budget. There were questions about thefts from motor vehicles, and the East Rochester Fire House selling at auction. The construction of the new public works facility, which has gone out for bid, was discussed.

The next meeting is scheduled for November 13, 2019 at 7pm at the city annex if the room is available.

**Ward 2:** There was no meeting this month. The next meeting has yet to be scheduled, and will presumably be in the month of January 2020 at the Frisbie Memorial Hospital Conference Center.

**Ward 3:** The meeting was held on October 16 at the Briar Ridge Estates Community Room. Officer Ball attended from the police department, but no other persons attended. It is worth noting that this was the same evening as the rain/wind storm, which may have impacted attendance.

The next meeting is scheduled for January 15, 2020 at 6:30pm at the Briar Ridge Estates Community Room.

**Ward 4:** There was no meeting this month. The last meeting was on Sept. 9<sup>th</sup> at the annex conference room in city hall. The next meeting is TBD.

**Ward 5:** There was no scheduled meeting this month. The next scheduled meeting is for November with a new location TBD. This ward meets quarterly at 6pm.

**WARD 6:** The October meeting was held at the annex, and Officer Oswald was in attendance. There were 14 people at the meeting to include Councilor Gray and Commissioner Stanley. There were questions related to what they could do about the issues for a residence on Heaton Street, and some of the ongoing problems there. They were advised to continue to call and report the issues so that we can build a case for any crimes occurring. A resident was also saying that she has had people camping on her property of Wellsweep Circle near McKinley Street. Officer Oswald will be looking into this issue. Officer Oswald also went over some Compstat information with the group. There was talk about the new bail reform, and it appeared that everyone agreed that this was not



working. Councilor Gray told the group that there is a new bill being passed for this, but he is unsure of the details to it.

The next meeting will be on Nov. 27<sup>th</sup> at 7pm in the city hall annex.

**HONOR GUARD:** The Honor Guard participated in the retirement ceremony for Director Vittum. The event was held at the Londonderry PD on October 22<sup>nd</sup>. We had two members that were part of a joint welcoming line. The HG is also preparing to participate in the Chamber of Commerce Christmas parade on December 8, 20189. The Honor Guard will also participate in the annual C.H.a.D. Battle of the Badges game March 13, 2020.

**RPOA:** Lt. Bossi attended the meeting on October 3<sup>rd</sup>. He spoke about recent events in Rochester, the departments staffing levels and new positions that will be forthcoming with increased staffing. Lt. Bossi answered some questions regarding neighborhood watch and downtown events like Porch Fest. There were no issues or concerns brought to Lt. Bossi. The next meeting will be on November 7<sup>th</sup> at 8am at the Hellenic Center, 219 Long Hill Road in Dover.

**K-9:** This month the Rochester K9 Unit responded to a total of three calls for service—all tracks and in Rochester. The K9 Unit attended two community events as well.

**Comp Stat:** Field activities showed a slight decrease, but are still within the ranges of what is currently expected. There was an **increase in DUI arrests**, and more than half of them were discovered by officer initiated activity. Two of those arrests had come from the same establishment in the city, and one of those arrests had underage adults in the vehicle that had been consuming alcohol as well. When situations like this are uncovered, the information is shared with Liquor Enforcement for them to be aware of and take action if necessary under liquor licensing laws.

There were two serious motorcycle collisions in September. One was on Farmington Road where a sedan turning left into the Ridge collided with a motorcycle travelling eastbound. The sedan operator was uninjured, but the motorcyclist while suffering serious injuries is expected to recover. A report is still be compiled by The Strafford County Regional Accident Reconstruction Team. The second motorcycle collision was on Old Dover Road. Two motorcyclists had been travelling together, and one tried to pass the other, lost control of his motorcycle, and struck a pole. The motorcyclist had serious injuries, but is expected to recover.

No alarming trends were discovered with respect to Property Crimes although there was discussion of the possibility some of these crimes are being committed by the transient population. Although the number of thefts from motor vehicles was within the normal range—four handguns were stolen from unlocked vehicles. There did appear to be a one-night spree of thefts from motor vehicles in two neighborhoods off of Eastern Avenue where seven vehicles had been gone through.

The majority of the drug possession charges are related to methamphetamine and heroin/fentanyl. There was a sizable increase in Drug Events, which are calls that utilize police resources due to behaviors of individuals under the influence of drugs.

There were no trends or issues identified with violent crimes, which are overall down year-to-date.

Respectfully submitted,

Captain Jason Thomas

**SUPPORT SERVICES DIVISION  
MONTHLY REPORT  
OCTOBER 2019**

**INVESTIGATIVE SERVICES BUREAU (ISB):**

- 23 TOTAL CASES SENT TO ISB FROM PATROL OR DETECTIVE GENERATED
- 66 TOTAL CASES BEING INVESTIGATED CURRENTLY
- 23 cases presented at Grand Jury, all were true bills
- 2 phones analyzed with Cellebrite
- There were 2 callouts during this period (OD Death and Untimely Death).
- 2 Polygraph examinations (1 of which was for New Durham PD)
- 2 Background investigations
- We are currently in the final interview process to hire a new property room manager.

**EVIDENCE:**

- Number of pieces taken in: 266
- Number of pieces returned: 100
- Number of pieces destroyed: 41

**COMMUNITY ENGAGEMENT OFFICER (CEO):**

- The POP unit has been working with Captain Pinkham to develop a job description moving forward. We will be adding another POP Officer to the unit in the near future once the job description is finalized and Patrol Officers currently on FTO are released from training.
- Sgt. Babine and Officer Danie have been working random evening shifts checking in on homeless camps in an attempt to get an idea of where people are staying. When contacts are made resources are being offered with a goal to get help to those that need it.
- Sgt. Babine and Officer Danie attended the latest Rise Up meeting with a focus on the Neighborhood watch. As reported before the leader of the Rise Up movement accompanied Officer Danie and Sgt. Babine on a foot patrol. They look to get this off the ground in the near future.
- POP/Community engagement continue to work with the Crime Analyst on areas of concern and keep track of drug activity.
- Sgt. Babine attended the Porch Fest, which he said was a huge success.
- For the month Officer Danie has continued his normal duties and assists patrol when needed. Officer Danie worked on the following:
- Attended the Holy Rosary Meet and Greet.
  - Monarch School Harvest Fest
  - Project Safe Neighborhood at the Somersworth National Guard
  - Teen Night
  - Home Depot Safety Day
  - Rochester Head Start
  - Met with a child in foster care
  - Christmas on the Commons planning
  - Working on a loss prevention contact list
  - Helped out with Senior Breakfast with Captain Pinkham

## **COMMUNICATION CENTER - DISPATCH:**

- Our two new dispatchers are both a little more than a month into their training and are moving swiftly along in training. Both are transitioning from Fire and EMS and dispatching Police shortly. At their current pace, we foresee them being released from training and on their own sometime after Thanksgiving. They will be attending the SPOTS school the second week in November.
- Specialist Holman resigned her full time position in dispatch and will be going to another agency, but will be staying on per diem.
- Specialist Spicer has resumed full time employ from per diem to fill Specialist Holman's vacancy.
- Specialist Knox will be joining patrol the first week in December, creating another vacancy. We sent out invitations to all applicants for the written test. So far, over 25 people have RSVP'd. We have scheduled a dispatch test for Saturday, November 16.
- The Dispatch Supervisor attended the IMC Training. It was informative and showed where the future of IMC is going. She spoke with customer support about glitches we have experienced and also brought new information back from the training.
- The Dispatch Supervisor will be attending the Primex Supervisor's Academy in November for 3 days to help assist with her leadership skills in her new position.
- Dispatcher Neal will be attending the APCO Conference on behalf of the city and networking with other dispatchers from other states and counties.

## **ADULT PROSECUTION**

- Cases: 287
- Charges: 381
- Guilty Plea: 130
- Not Guilty Plea: 78
- Nol Pros: 36
- Failure to Appear: 80
- Guilty by Court: 30
- Dismissed by Court: 5
- POF: 4
- Continued: 18

## **JUVENILE PROSECUTION**

### *New cases:*

- Petitions: 18
- Completed new investigation: 2

### *Hearings:*

- 3 = Emergency Placement AND/OR Arraignment
- 5 = Arraignments (set for trial)
- 2 = Arraignments (resolved with a plea)
- 6 = Arraignment rescheduled, MTC, FTA
- 3 = Review hearings
- 9 = Violation hearings
- 5 = Trials resolved with a plea
- 4 = Trials with True (guilty) finding
- 1 = Trials either FTA or MTC
- 1 = Trial, dismissed based on error on petition

- 2 = Dispositional Hearing
- 4 = Motion Hearings
- 1 = Sentencing Hearing

Completed Investigation District Courts Cases:

- 4 Investigations/complaint/warrant for Bail Jumping from District Court
- 1 Investigation/complaint/warrant for Contempt from District Court
- 1 Motion to Impose suspended sentences or Motions to Bring case forward for trial

Other:

- 29 hours: doing District Court/Prosecution work typically done by an Administrative Assistant
- 10/3 completed an investigation for an out of control student at Seacoast Learning Collaborative
- 10/8 handled DWI case in District Court for Attorney Mitrushi
- 10/18-11/1 covering for Lt. Embry/Farmington Police at Juvenile Court while he is on vacation
- 10/24 Handled an Emergency Placement hearing for Farmington PD in Juv Court
- 10/29 Attended the Round Table Meeting at SHS/RMS
- 10/29 assisted patrol with obtaining audio statements from an incident that occurred at Seacoast Learning Collaborative

**SCHOOL RESOURCE OFFICERS**

High School: Officer Jackson

- Officer Jackson has begun teaching the LEADS classes
- Officer Jackson assisted as a Judge at a cooking competition
- Conducted a police department walk-thru for special needs students
- Has been working on spending more hours in Hanson Pines, as there have been many issues related to student activity there
- Participated in the SHS Pep Rally
- Routinely conducting checks of school security and external doors, etc.
- Also during this month, Officer Jackson has had SWAT Trainings and SWAT call-outs

Middle School: Sgt. Deluca

- Sgt. Deluca is beginning the schedule for teaching LEADS, lessons 1-4 for 175 students
- Has made several arrests from the school for fights, possession of tobacco products, disorderly conduct and resisting arrest
- Provided security for McClelland School reference a loose fox
- Attended 15 meetings with Guidance Counselors regarding student mediation
- Dealt with a safety issue of having manhole covers replaced

Elementary School (9): Officer Porfido

- Officer Porfido has started teaching the LEADS classes
- Officer Porfido using personal funds purchased \$30 in gift cards to offer incentive gifts to deserving students
- Regular visits to the HOPE school

- Throughout the month he has taken part in many re-entry meetings when students are returning from out of school suspensions
- Attended the open house and first meeting for Explorer Post
- Assisted William Allen School with a student and DCYF involvement
- Dealt with many assorted school issues in all 9 elementary schools
- Conducted a SWAT PT test to 2 team members

### EXPLORERS

- Officer Jackson held the annual Explorer Post Open House, if all that attended join the post, we should be at 15 Post members, but won't know the exact number until everyone pays their fee.
- 10 are existing members from last year with 5 new members this year
- The projected number is consistent with recent years.

### DIVERSION PROGRAM/TEEN DRUG COURT

- Rochester's Teen Night 2019-20, kicked off with a great start with 218 attendees. They have plenty of activities for the youth this year and are now featuring trivia games, pool tables, obstacle courses and all the regular activities, as well as bringing in service providers again for important outreach messaging.
- In honor of Red Ribbon week, the PD hosted Ken Bartolo to speak at SHS for all the student athletes in regards to sports injuries that lead to addiction and then building self-esteem at RMS. Unfortunately the parent session in the evening at the Opera House did not get any attendance contrary to what the community is always asking for.
- Staff has been working with Alton and Northwood PDs on starting their own Diversion Programs.
- Staff attended the Children's Behavioral Health Collaborative Annual meeting and found some resources for mental health connections and resiliency training information for diversion jurors.
- Once again the RPD hosted the youth from Ireland through Friends Forever and provided an educational tour of what policing looks like in America- this was our 10<sup>th</sup> year of collaboration.
- Staff attended the Smart Approaches to Marijuana presentation in Portsmouth- a day around learning about the impact of recreational use laws on youth development.
- Staff is preparing for the Statewide Juvenile Justice Reform Group to attend Georgetown University as one of 7 national groups to work on a Capstone project Nov 3-8, with more details to share upon return.

### HOUSING:

- There were 27 police related calls for service this period. This falls in line with most months and is showing it is slowing with the introduction of cooler weather.
- Officer Blair was able to handle several of these on his own during his shifts and assists with others when he returns from work.
- No major reoccurring issues at this time.
- Officer Blair continues to work with managers to solve problems and help with hearings.
- There were only record checks for new applicants for the month.
- Officer Danie and Sgt. Babine discovered an area of concern behind the Roberge Center when on foot patrol. They worked with housing to better light the area to prevent crime.
- Officer Funk continues his recovery and is expected to be out at least another month at the minimum.

Respectfully Submitted,

Captain Todd Pinkham  
Support Services Division

**ADMINISTRATIVE MONTHLY REPORT**

**October 2019**

**Financial/Purchasing**

- We have taken delivery of our new backline vehicle a 2020 Ford Fusion. It has already been outfitted with the emergency equipment and is in use. We still do not have a solid ETA on the frontline vehicles.
- The online crime reporting software is moving forward. Information has been submitted to Lexis Nexis and we are working on scheduling for implementation.
- The radio project is moving forward, the contracts were signed last month and the first payment has been made. We will be going to the finance committee of the City Council in November to request additional funding mainly for the new tower needed at the DPW facility. I have had subsequent meetings with 2-way, the fire department and DPW for different aspects of the project. DPW will be putting an addendum in their new facility construction bid for their contractors to complete our ground and concrete work for our tower while they are on scene. The costs to complete the work will come from our budget, but combining the work will get us better pricing.
- With budget season fast approaching we are starting our preliminary discussions about our needs for the FY21 Budget.

**Training/Hiring**

- During October we completed our annual mandated Use of Force training. This included the changeover to the new holsters with weapon lights for the handguns, purchased with federal JAG (Justice Assistance Grant) funding.
- Our three recruits in the academy have been progressing nicely through the academy and have completed 10 weeks of training. They are on track to graduate on 12/20/19.
- Ofc. Carl Root is now in his final observation week of the FTO program. He is scheduled for a final training review board on 11/4/19 and is expected to be released on solo patrol. Once he is released Ofc. Turner will be moving from patrol to detectives and Ofc. Root will backfill her current schedule in patrol.
- Officers Coffey, Riddle and Crawford are entering phase three of their FTO programs. Their daily observation reports have looked positive overall and at this time all three are projected to complete the FTO program in the last week of November.
- New hires Colson and Knox have had their academy paperwork submitted 5 weeks in advance of the cutoff date for academy registration. While only submitted days apart only one of the two was in the first 67 academy slots. Three other people slotted for this academy would need to fail the entrance PT test in order for our second recruit to be accepted into the January academy.
- New hire Officer Jon Marshall started on 10/28/19 he is currently working on reviewing our SOPs.
- Several officers attended various training classes to include:
  - Ofc. Costin- Court Preparation and Testimony
  - Ofc. Plumb National EMT Conference (conference was paid by Ofc. Plumb's other employer McGregor Ambulance Service)

- Capt Pinkham, Det. Livingstone, Ofc. Ball, Ofc. DeCost- Project Safe Neighborhoods by the US Attorney's Office.
- Capt. Pinkham, Sgt. Babine, Ofc. Danie, Ofc. Butcher, Ofc. Root- Search and Seizure; Mobile Enforcement.

**Other**

- The department took part in the DEA's National Drug Take Back Day on October 26<sup>th</sup>. We collected 8 boxes of unused prescription medication totaling 149.8 pounds.

Respectfully Submitted,  
Gary Boudreau  
Deputy Chief of Police



# Rochester Police Department

## September 2019 Comp Stat Report



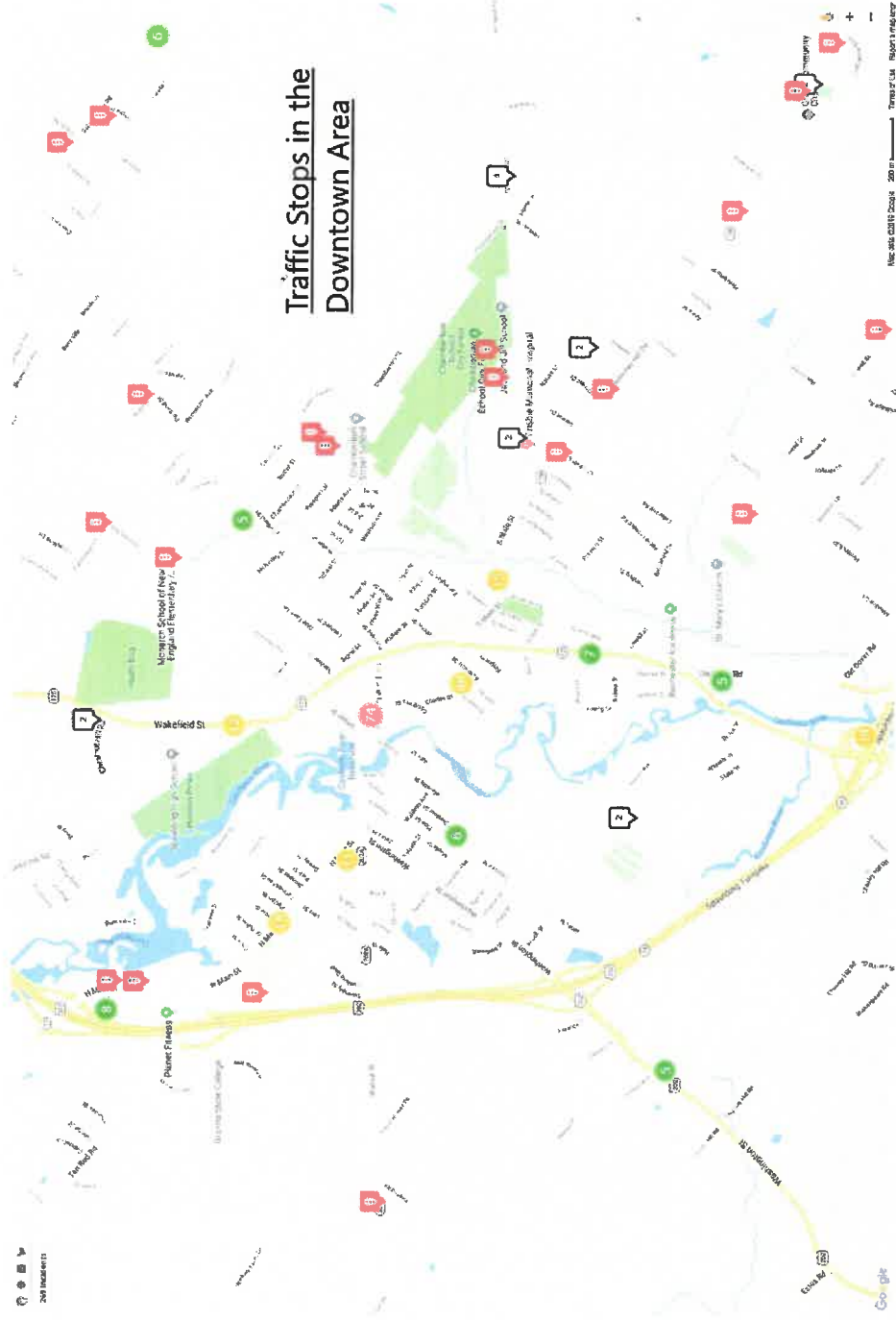
# Field Activities

Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 17
Traffic Stops	345	390	-12%	376	-8%	273	3630	6558	-45%	5013
Arrests from Stops	20	24	-17%	18	11%	19	174	258	-33%	176
Summons	17	26	-35%	25	-32%	25	173	424	-59%	321
Warnings	294	326	-10%	318	-8%	212	3136	5669	-45%	4353
No Action	12	11	9%	16	-25%	12	128	171	-25%	134
Accidents	82	82	0%	100	-18%	81	722	691	4%	858
Summons from Accidents	2	2	0%	4	-50%	2	19	21	-10%	23
Arrests from Accidents	3	1	200%	4	-25%	3	39	38	3%	54
Field Interviews	9	26	-65%	10	-10%	18	86	85	1%	124
DWI	9	3	200%	8	13%	8	67	51	31%	66
Narcotics	1	2	100%	2	-50%	1	16	14	14%	29
Alcohol	8	1	700%	6	33%	7	51	37	38%	37
DWI from Accidents	1	2	-50%	2	-50%	2	17	15	13%	24

# Traffic Stops

179 of 345 traffic stops conducted in the Downtown area that resulted in:

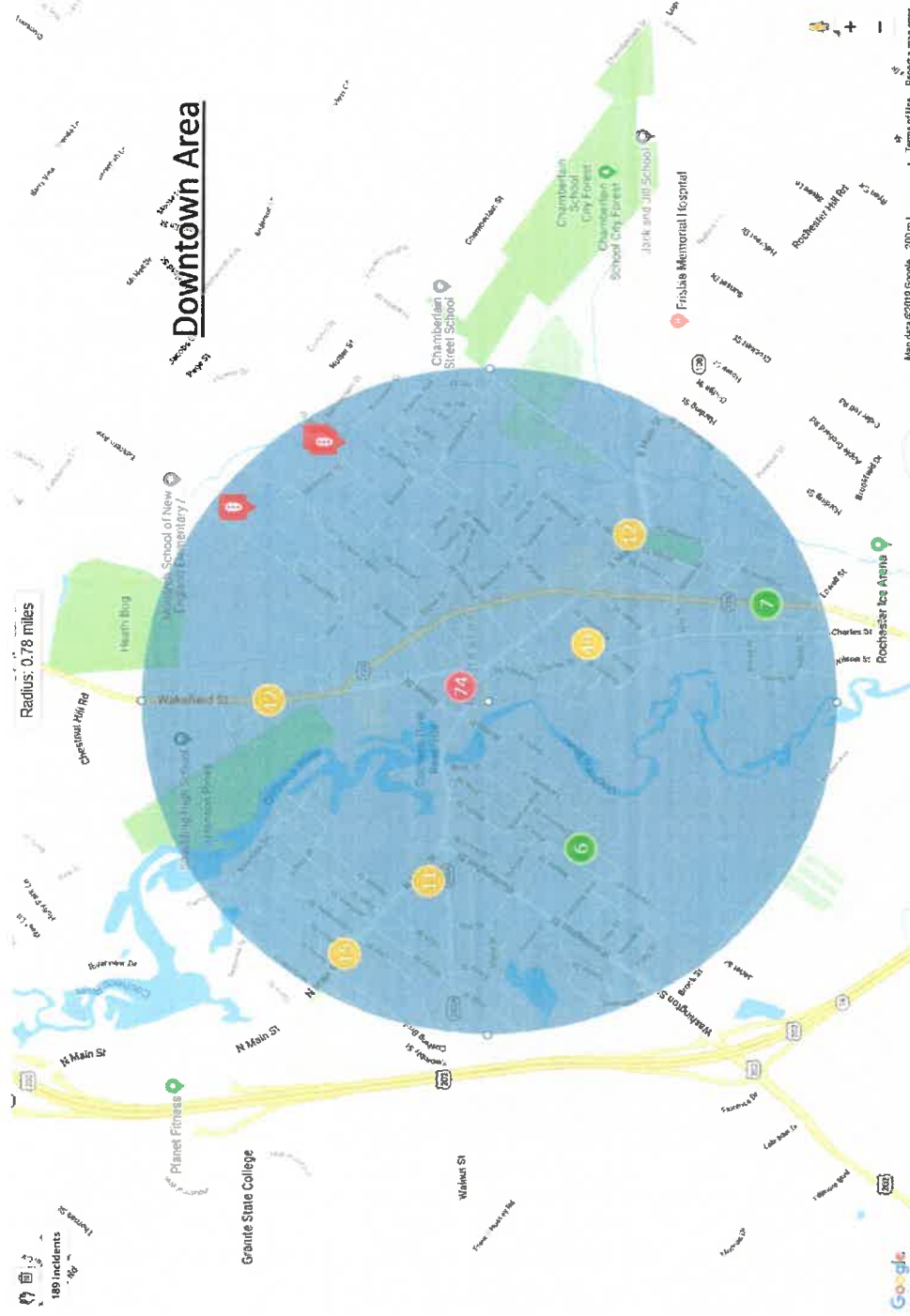
- 3 Arrests
- 12 Summons Issued

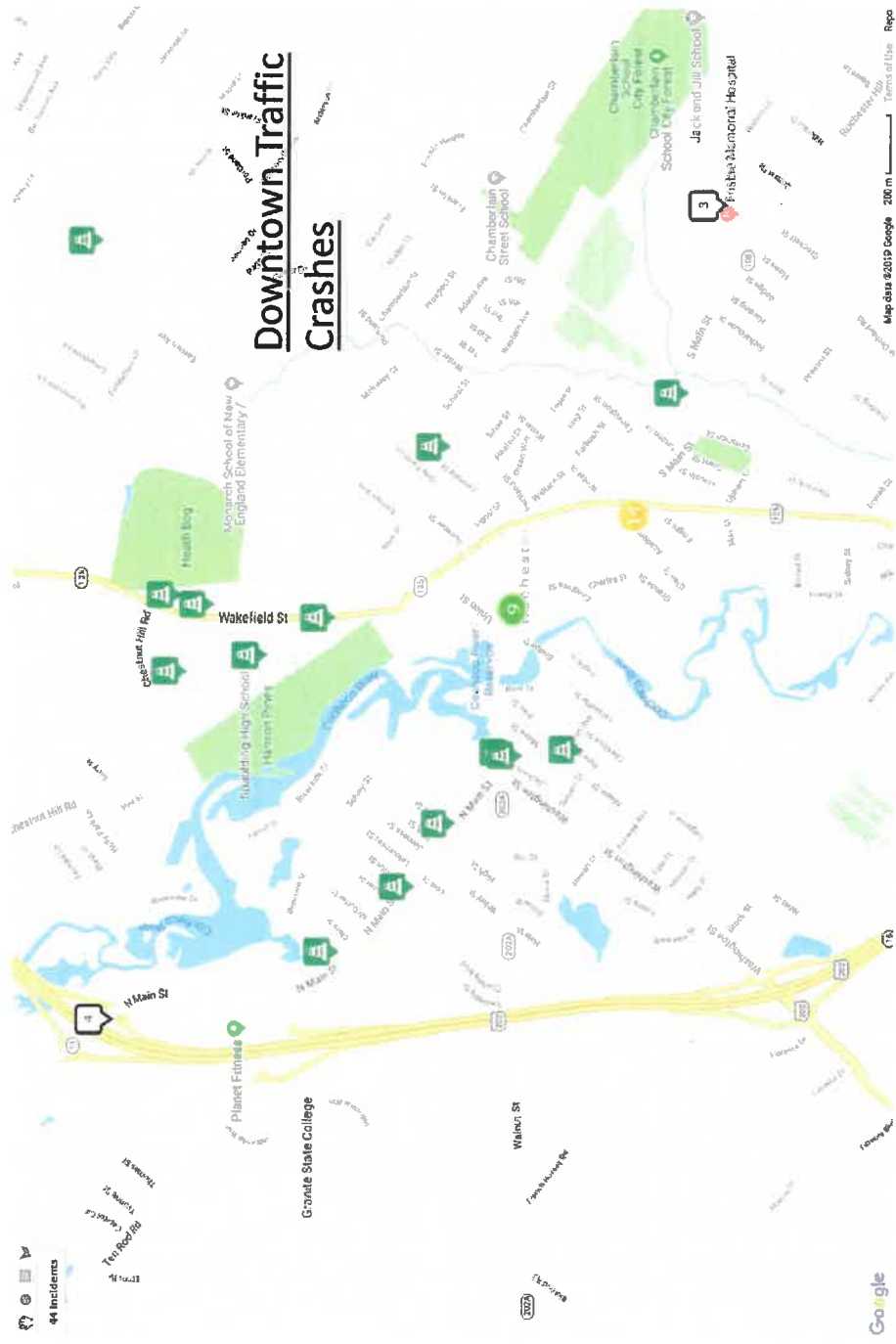


# Traffic Stops

179 of 345 traffic stops  
conducted in the  
Downtown area that  
resulted in:

- 3 Arrests
- 12 Summons Issued





Most crashes occurred in parking lots or at intersections.

- 5 occurrences in Knight St Cumberland Farms parking lot.
- 3 occurrences in Frisbie Memorial Hospital Lot.

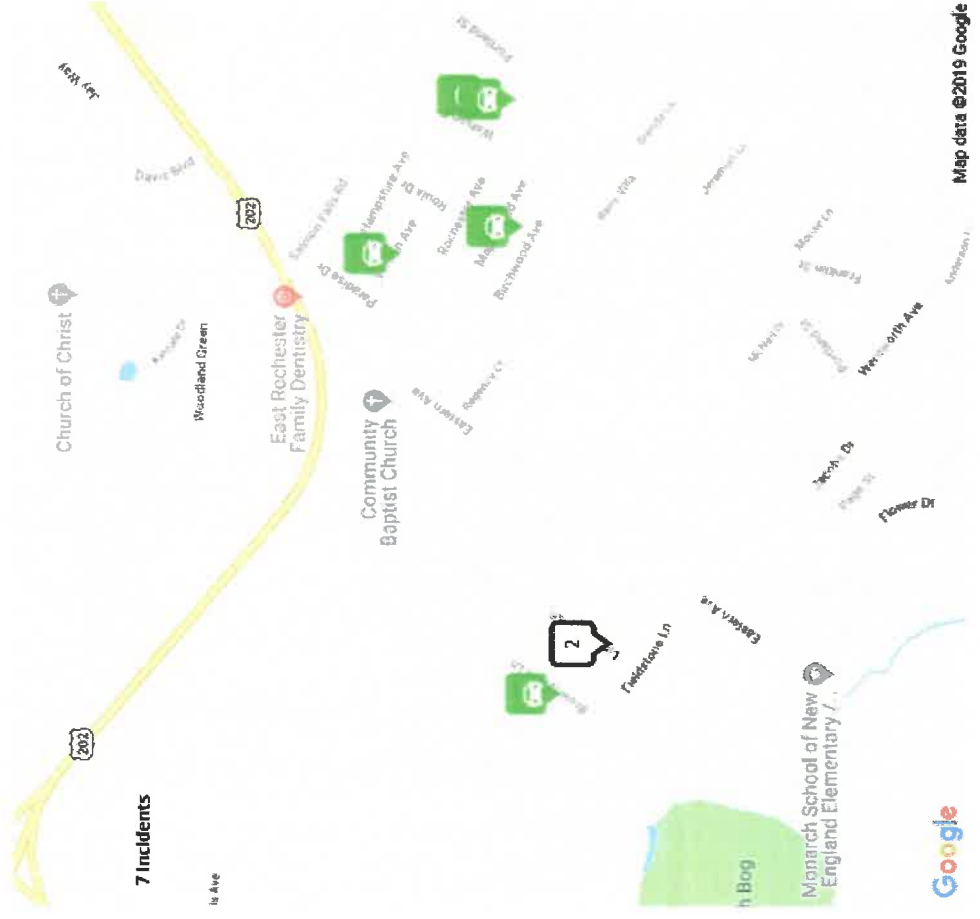
Serious Injury Motorcycle Crashes

- 9/13/2019, Rt. 11 by Market Basket.
- 9/25/2019, Old Dover Rd by Exit 11 off-ramp.



# Property Crimes

AJJ Incident Reports												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
Burglary	8	9	-11%	6	33%	21	81	59	37%	17%	19%	85
Shoplifting	18	12	50%	7	157%	15	154	168	-8%	101%	88%	208
Theft from a Building	10	21	-52%	26	-62%	18	140	149	-6%	21%	18%	112
Theft from M/V (including Parts)	16	11	45%	40	-60%	33	184	81	127%	5%	4%	158
All Other Theft	19	16	19%	21	-10%	31	133	300	-56%	7%	2%	239
M/V Theft	2	6	-67%	3	-33%	4	27	27	0%	22%	15%	22
Vandalism	39	33	18%	37	5%	39	294	303	-3%	27%	28%	330
<b>Total Property</b>	<b>112</b>	<b>108</b>	<b>4%</b>	<b>140</b>	<b>-20%</b>	<b>161</b>	<b>1013</b>	<b>1087</b>	<b>-7%</b>	<b>30%</b>	<b>26%</b>	<b>1154</b>
Arrests												
Specific Crimes	Sep-19	Sep-19	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 19	YTD 18	YTD 17
Burglary	0	1	-100%	0	0%	4	14	11	27%			14
Shoplifting	11	11	0%	12	-8%	7	155	147	5%			124
Theft from a Building	7	4	75%	1	600%	3	30	27	11%			62
Theft from M/V (including Parts)	0	0	0%	1	-100%	2	9	3	200%			10
All Other Theft	3	1	200%	2	50%	0	9	6	50%			10
M/V Theft	0	2	-100%	0	0%	0	6	4	50%			5
Vandalism	8	8	0%	3	167%	11	79	86	-8%			98
<b>Total Property</b>	<b>29</b>	<b>27</b>	<b>7%</b>	<b>19</b>	<b>53%</b>	<b>27</b>	<b>302</b>	<b>284</b>	<b>6%</b>			<b>323</b>



## Theft From Vehicles

Occurred overnight, 9/20/19,  
Vernon Ave/Fieldstone Ln  
Neighborhoods

- 7 Incidents
- 1 Firearm
- \$1020.00 cash from 1 vehicle



# Drug Incidents

All Incident Reports												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Possession	13	20	-35%	14	-7%	13	98	108	-9%	85%	83%	148
Drug Events	52	N/A	N/A	38	37%	37	238	N/A	N/A			N/A
Overdoses	10	13	-23%	16	-38%	15	100	137	-27%			172
Fatal	2	0	0%	1	100%	2	10	10	0%			16
<b>Total Drug</b>	<b>65</b>	<b>23</b>		<b>52</b>	<b>25%</b>	<b>50</b>	<b>336</b>	<b>245</b>				<b>336</b>
Arrests												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change			
Possession	12	13	-8%	13	-8%	10	83	90	-8%			141



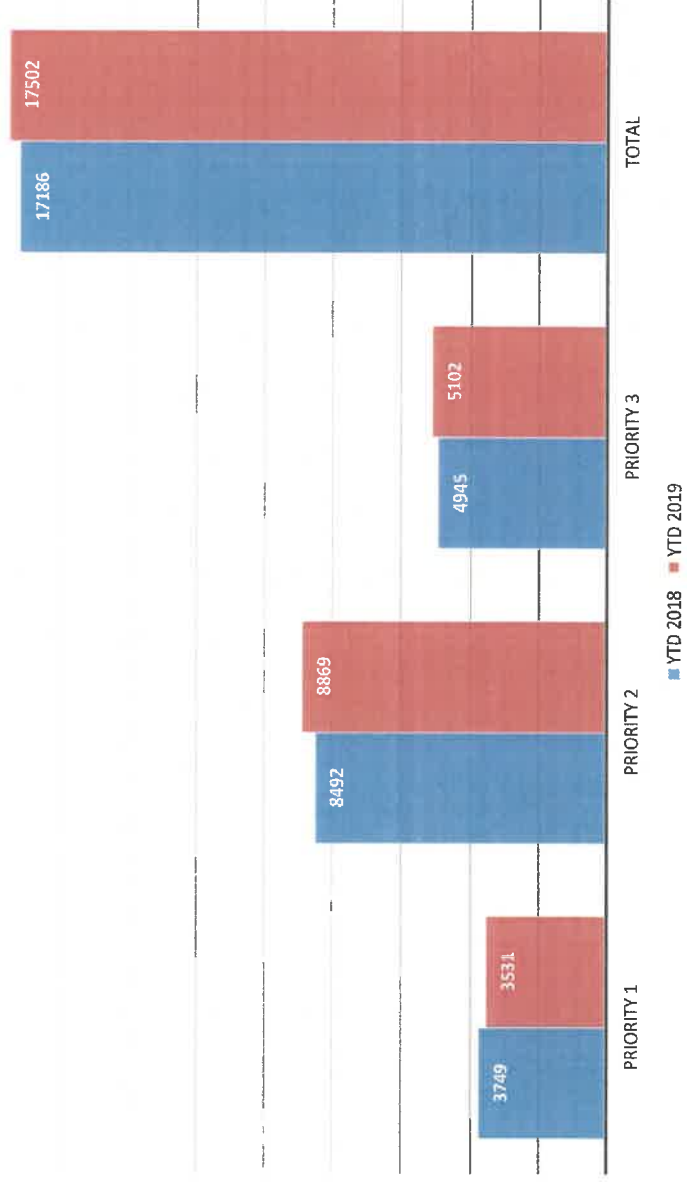
# Violent Crimes

All Incident Reports												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
Homicide	0	0	0%	0	0%	0	0	2	-100%	0%	0%	0
Robbery	1	1	0%	1	0%	1	6	13	-54%	67%	46%	20
Aggravated Assault	4	5	-20%	4	0%	5	42	52	-19%	60%	58%	58
<i>from DV*</i>	1	3	-67%	1	0%	3	13	25	-48%	77%	56%	20
Simple Assault	39	37	5%	26	50%	35	262	357	-27%	63%	46%	371
<i>from DV*</i>	29	20	45%	6	383%	15	133	189	-30%	73%	44%	174
<b>Total Violent</b>	<b>42</b>	<b>43</b>	<b>-2%</b>	<b>31</b>	<b>35%</b>	<b>46</b>	<b>310</b>	<b>424</b>	<b>-27%</b>	<b>47%</b>	<b>38%</b>	<b>449</b>
Arrests												
Specific Crimes	Sep-19	Sep-18	% Change	Aug-19	% Change	Jul-19	YTD 19	YTD 18	% Change	YTD 2019	YTD 2018	YTD 17
Homicide	0	0	0%	0	0%	0	1	0	0%			0
Robbery	0	0	0%	1	-100%	0	4	6	-33%			9
Aggravated Assault	1	6	-83%	3	-67%	0	25	30	-17%			40
<i>from DV*</i>	1		0%	1	0%	0	10	14	-29%			8
Simple Assault	22	13	69%	19	16%	14	166	165	1%			168
<i>from DV*</i>	19		0%	8	138%	10	97	83	17%			61
<b>Total Violent</b>	<b>23</b>	<b>19</b>	<b>21%</b>	<b>23</b>	<b>0%</b>	<b>14</b>	<b>196</b>	<b>201</b>	<b>-2%</b>			<b>217</b>

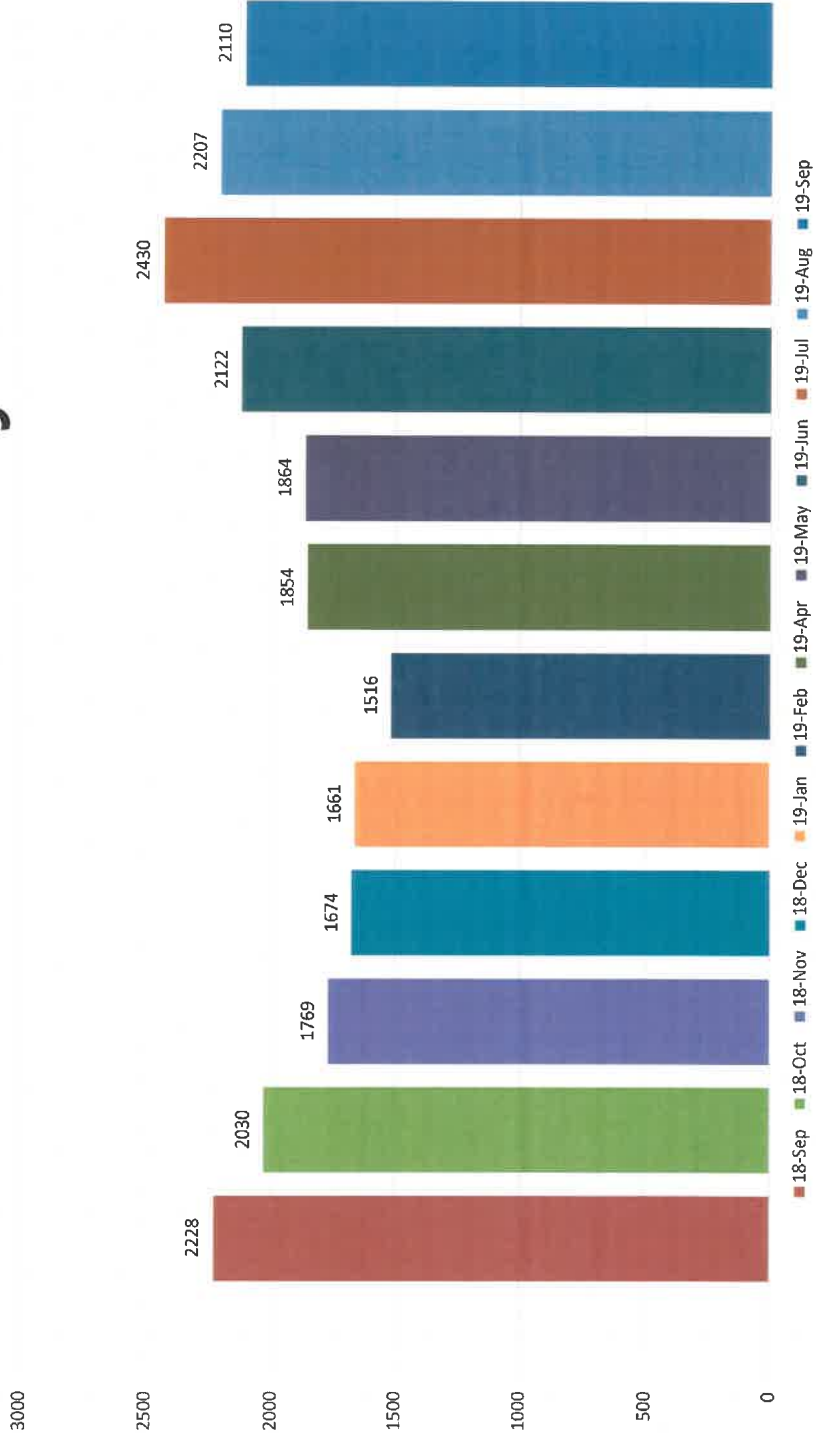
# 2019 Threshold

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	86	71-100	82	Normal
Traffic Stop	784	441-1126	345	Low
DWI	7	4-10	9	Normal
Robbery	2	0-3	1	Normal
Aggravated Assault	6	3-9	2	Slightly Low
Simple Assault	39	31-47	39	Normal
Burglary	9	5-13	4	Slightly Low
Shoplifting	24	17-32	11	Low
Theft from Building	18	11-25	16	Normal
Theft from MV	16	7-25	16	Normal
MV Theft	3	0-5	2	Normal
Vandalism	36	27-44	39	Normal
Possession	16	10-22	13	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	47	37-56	42	Normal
Property	123	95-151	111	Normal

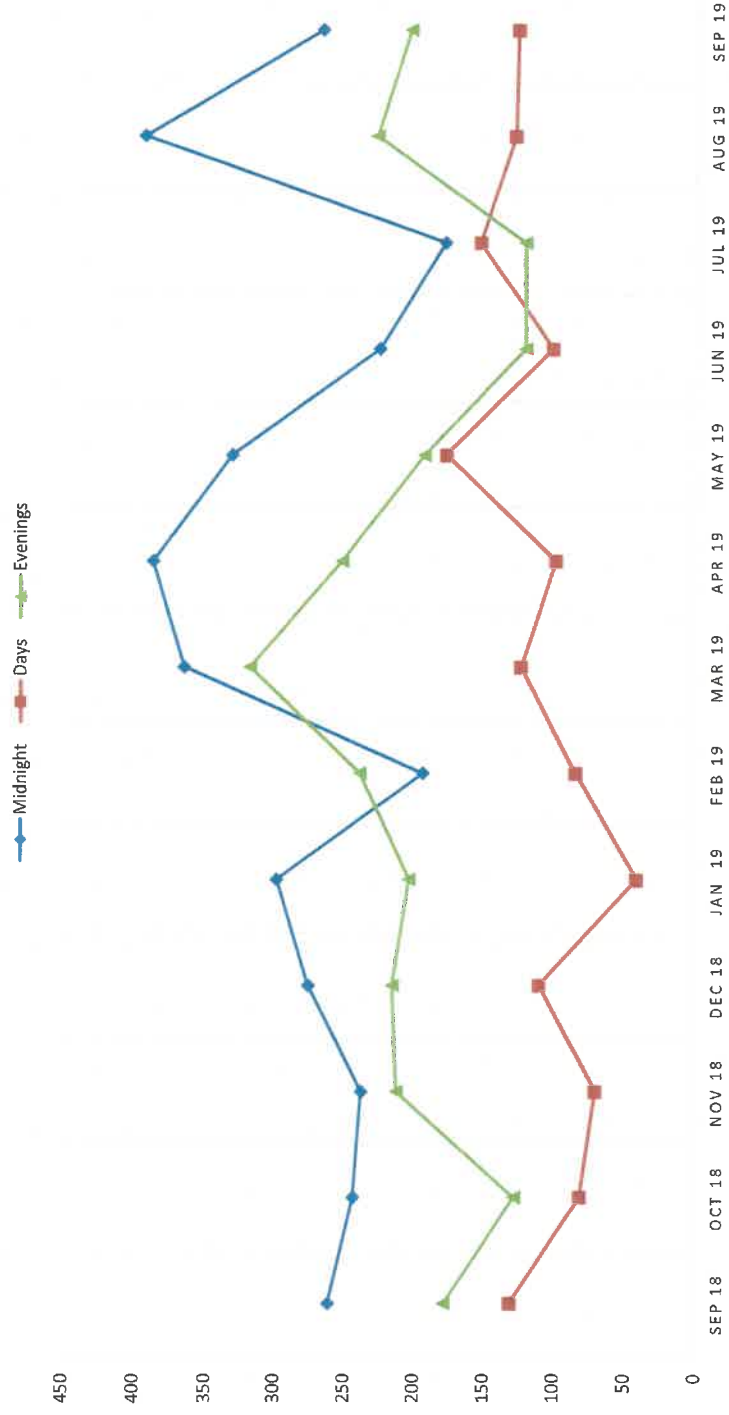
# Calls for Service 2018 v 2019



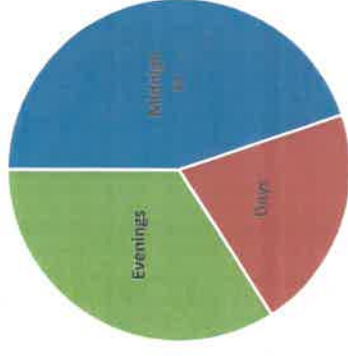
# Calls for Service by Month



# Month 2019 Proactive Hours by Shift



Proactivity by Shift



## September 2019 DV Statistics

Dates	5/1/19- 5/31/19	6/1/19- 6/30/19	7/1/19 - 7/31/19	8/1/19 - 8/31/19	9/1/19 - 9/30/19	Prior Verbal (PV)	YTD 2019	PV YTD	YTD 2018
Misdemeanor Arrests	24	19	24	6	21	1	161	19	148
Felony Arrests	3	2	2	1	2	0	17	2	15
Verbal Cases	14	16	19	20	14		159		207
Total Cases	41	37	45	27	37	1	337	21	370

### 2019 FJC Clients

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
Month	July	August	September	October	November	December
New Clients	7	Not Available	Not Available			
Unique Clients Rochester Residents	30	11				

### 2018 FJC Clients

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

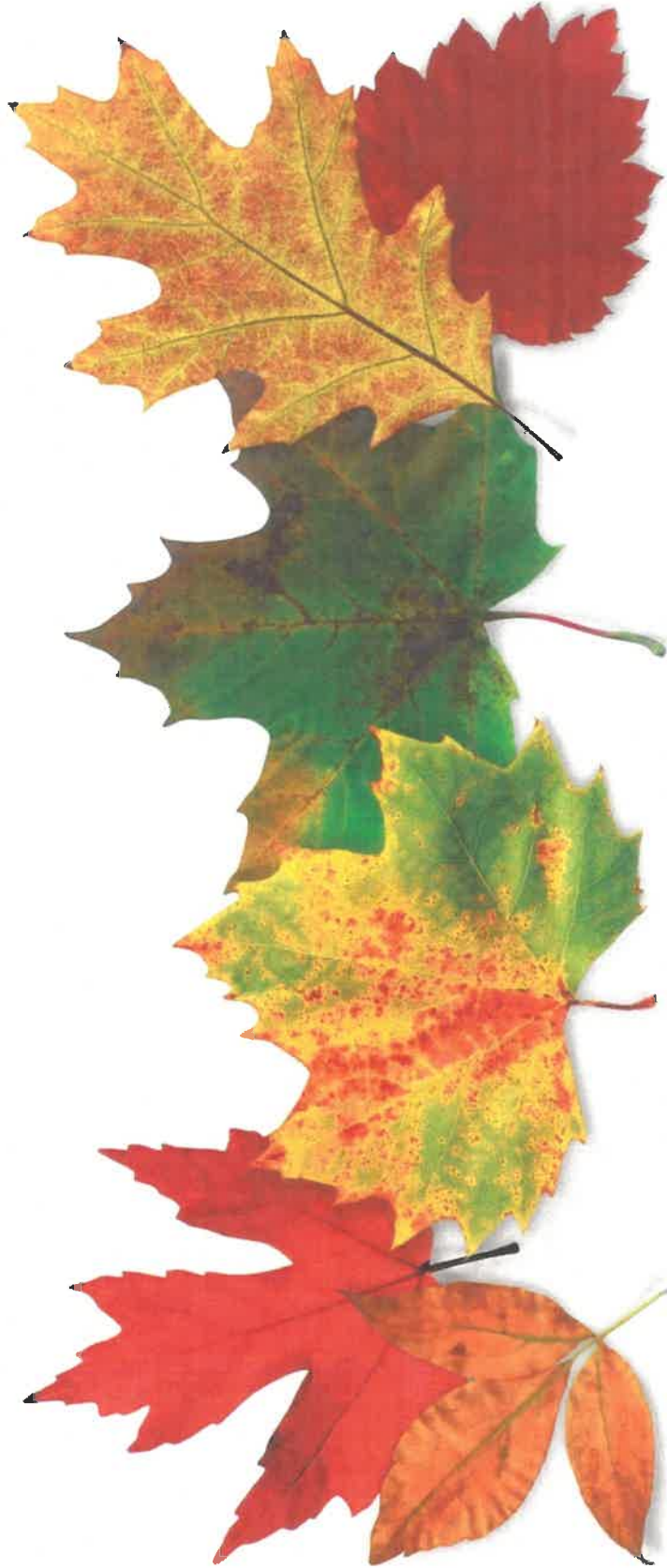
\*\*\*FJC stats now represent new clients and unique clients\*\*\*

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



There may be people  
that have more  
talent than you, but  
there's no excuse  
for anyone to work  
harder than you do.

Derek Jeter



**October 2019**  
**Expense & Revenue Reports**



# CITY OF ROCHESTER

## FINANCIALS FOR DISPATCH OCTOBER



FOR 2020 04

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>1000 GENERAL FUND</b>							
<b>12030153 DISPATCH CENTER</b>							
12030153 511001 SALARIES - FULL TI	509,061	0	509,061	151,218.33	.00	357,842.67	29.7%
12030153 511002 08536 SALARIES - PE	2,000	0	2,000	4,832.96	.00	-2,832.96	241.6%*
12030153 511004 SALARIES - HOLIDAY	18,794	0	18,794	968.48	.00	17,825.52	5.2%
12030153 513001 OVERTIME - REGULAR	34,000	0	34,000	14,653.73	.00	19,346.27	43.1%*
12030153 513002 OVERTIME-TRAINING	10,000	0	10,000	1,242.46	.00	8,757.54	12.4%
12030153 516000 LONGEVITY	2,250	0	2,250	1,000.00	.00	1,250.00	44.4%*
12030153 521100 HEALTH INSURANCE	136,038	0	136,038	34,719.09	.00	101,318.91	25.5%
12030153 521200 DENTAL INSURANCE	3,324	0	3,324	900.11	.00	2,423.89	27.1%
12030153 521300 LIFE INSURANCE	879	0	879	275.14	.00	603.86	31.3%
12030153 522000 SOCIAL SECURITY CO	40,989	0	40,989	12,397.23	.00	28,591.77	30.2%
12030153 523000 RETIREMENT CONTRIB	64,135	0	64,135	19,094.82	.00	45,040.18	29.8%
12030153 526000 WORKERS' COMPENSAT	1,367	0	1,367	696.85	670.15	0.00	100.0%*
12030153 528001 DISABILITY INSURAN	4,935	0	4,935	1,532.64	.00	3,402.36	31.1%
12030153 532001 STAFF DEVELOPMENT	3,300	0	3,300	209.00	249.00	2,842.00	13.9%
12030153 534001 STATE FEE COMPUTER	4,500	0	4,500	.00	4,500.00	.00	100.0%*
12030153 534003 SOFTWARE MAINT/LIC	4,130	0	4,130	.00	4,130.00	.00	100.0%*
12030153 543002 EQUIPMENT MAINTENA	29,360	0	29,360	20,260.00	2,000.00	7,100.00	75.8%*
12030153 552003 GENERAL LIABILITY	2,867	0	2,867	2,626.00	241.00	.00	100.0%*
12030153 553000 COMMUNICATIONS	500	0	500	139.38	.00	360.62	27.9%
12030153 554000 ADVERTISING	68	0	68	.00	.00	68.00	.0%
12030153 558000 TRAVEL	2,000	0	2,000	312.60	308.32	1,379.08	31.0%
12030153 561003 OFFICE SUPPLIES	1,250	0	1,250	39.63	104.71	1,105.66	11.5%
12030153 561010 CLOTHING	1,300	0	1,300	.00	.00	1,300.00	.0%
12030153 561032 OTHER OPERATIONAL	2,500	0	2,500	235.90	.00	2,264.10	9.4%
12030153 573401 ADMIN EQUIPMENT	2,312	0	2,312	.00	.00	2,312.00	.0%
12030153 581000 DUES AND FEES	469	0	469	.00	339.00	130.00	72.3%*
TOTAL DISPATCH CENTER	882,328	0	882,328	267,354.35	12,542.18	602,431.47	31.7%
TOTAL GENERAL FUND	882,328	0	882,328	267,354.35	12,542.18	602,431.47	31.7%
TOTAL EXPENSES	882,328	0	882,328	267,354.35	12,542.18	602,431.47	31.7%
GRAND TOTAL	882,328	0	882,328	267,354.35	12,542.18	602,431.47	31.7%

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

# CITY OF ROCHESTER

## REVENUE FOR OCTOBER



FOR 2020 04

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
<b>1000 GENERAL FUND</b>						
<b>12011 POLICE CITY REVENUE</b>						
12011 400407 PISTOL PERMITS	-2,000	0	-2,000	-460.00	-1,540.00	23.0%*
12011 402110 INCOME FROM COPY MACH	-5,000	0	-5,000	-10,282.58	5,282.58	205.7%
12011 402111 OUTSIDE SECURITY SERV	-255,000	0	-255,000	-54,139.94	-200,860.06	21.2%*
12011 402115 ALARM FEES	-5,000	0	-5,000	-275.00	-4,725.00	5.5%*
12011 402121 DOG SHELTER & TRANSPO	-1,600	0	-1,600	-828.00	-772.00	51.8%
12011 402122 DOG FINES	-14,000	0	-14,000	-15,993.00	1,993.00	114.2%
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	-1,425.00	-3,575.00	28.5%*
12011 405203 EXCESS ALARM PENALTY	-800	0	-800	-100.00	-700.00	12.5%*
12011 406201 MISCELLANEOUS REVENUE	-8,000	0	-8,000	-1,580.00	-6,420.00	19.8%*
12011 406209 POLICE RESTITUTION RE	-1,000	0	-1,000	-151.27	-848.73	15.1%*
12011 406210 WITNESS FEES	-7,000	0	-7,000	-1,751.15	-5,248.85	25.0%*
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	-87,436.85	-237,963.15	26.9%
TOTAL GENERAL FUND	-325,400	0	-325,400	-87,436.85	-237,963.15	26.9%
TOTAL REVENUES	-325,400	0	-325,400	-87,436.85	-237,963.15	26.9%
GRAND TOTAL	-325,400	0	-325,400	-87,436.85	-237,963.15	26.9%

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

# CITY OF ROCHESTER

## FINANCIALS FOR OCTOBER

FOR 2020\_04

### 1000 GENERAL FUND

#### 12010053 PD ADMINISTRATIVE SERVICES

	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 511001 SALARIES - FULL TI	622,251	0	622,251	222,729.94	.00	399,521.06	35.8%*
12010053 511002 SALARIES - PART TI	102,602	0	102,602	36,568.83	.00	66,033.17	35.6%*
12010053 511005 SALARIES - OUTSIDE	192,000	0	192,000	95,151.99	.00	96,848.01	49.6%*
12010053 511099 SALARIES - ADJUSTM	23,340	0	23,340	.00	.00	23,340.00	.0%*
12010053 514000 EDUCATION INCENTIV	9,000	0	9,000	3,115.26	.00	5,884.74	34.6%*
12010053 516000 LONGEVITY	3,550	0	3,550	1,950.00	.00	1,600.00	54.9%*
12010053 521100 HEALTH INSURANCE	62,733	0	62,733	21,580.14	.00	41,152.86	34.4%*
12010053 521200 DENTAL INSURANCE	1,824	0	1,824	551.36	.00	1,272.64	30.2%*
12010053 521300 LIFE INSURANCE	1,217	0	1,217	397.83	.00	819.17	32.7%*
12010053 522000 SOCIAL SECURITY CO	13,497	0	13,497	5,085.65	.00	8,411.35	37.7%*
12010053 523000 RETIREMENT CONTRIB	239,140	0	239,140	80,266.63	.00	158,873.37	33.6%*
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	1,126.88	.00	2,023.12	35.8%*
12010053 532001 STAFF DEVELOPMENT	17,543	0	17,543	6,890.00	375.50	10,277.50	41.4%*
12010053 532200 CONTRACTED SERVICE	72,000	0	72,000	116.60	137.80	71,745.60	.4%*
12010053 533003 PHOTO DEVELOPMENT	300	0	300	.00	.00	300.00	.0%*
12010053 533004 MEDICAL SERVICES	3,910	979	4,889	1,717.63	2,834.37	337.00	93.1%*
12010053 533005 ANIMAL DISPOSAL	1,000	0	1,000	.00	1,000.00	.00	100.0%*
12010053 533011 ANIMAL BOARDING	4,000	0	4,000	.00	4,000.00	.00	100.0%*
12010053 541100 WATER/SEWAGE	3,430	0	3,430	492.00	.00	2,938.00	83.1%*
12010053 543001 VEHICLES MAINT & R	33,000	0	33,000	5,574.48	.00	27,425.52	25.6%*
12010053 543002 EQUIPMENT MAINTENA	53,480	0	53,480	28,921.75	10,986.90	13,571.35	74.6%*
12010053 543500 INSURANCE CLAIM RE	5,000	0	5,000	1,278.65	2,994.69	726.66	85.5%*
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	10,562.47	5,791.69	26,763.84	37.9%*
12010053 553400 POSTAGE FEES	8,050	0	8,050	413.08	.00	7,636.92	5.1%*
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	6,100	0	6,100	1,771.09	1,160.22	3,168.69	48.1%*
12010053 561003 OFFICE SUPPLIES	5,473	0	5,473	1,343.66	639.67	3,489.67	36.2%*
12010053 561005 PUBLICATIONS	2,250	0	2,250	.00	450.00	1,800.00	20.0%*
12010053 561006 AMMUNITION	25,974	0	25,974	8,706.00	15,540.82	1,727.18	93.4%*

# CITY OF ROCHESTER

## FINANCIALS FOR OCTOBER



FOR 2020\_04

	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 561008	11,030	0	11,030	753.50	.00	10,276.50	6.8%
12010053 561009	37,350	0	37,350	8.70	294.02	47.28	86.5%*
12010053 561010	16,885	0	16,885	8,147.05	3,795.81	25,557.14	31.8%
12010053 561032	60,000	0	60,000	1,132.79	3,027.74	12,724.47	24.6%
12010053 562200	7,500	0	7,500	14,796.31	44,467.85	735.84	98.8%*
12010053 562400	77,984	0	77,984	2,044.32	3,596.00	1,859.68	75.2%*
12010053 562600	1,500	-435	77,549	12,228.52	.00	65,320.48	15.8%
12010053 573401	14,244	0	1,500	.00	.00	1,500.00	.0%
12010053 573900	2,520	-544	13,700	1,354.99	3,224.95	9,120.06	33.4%*
12010053 581000	15,750	0	2,520	400.00	1,142.00	978.00	61.2%*
12010053 589007	1,976,055	0	15,750	3,410.80	3,873.15	8,466.05	46.2%*
TOTAL PD ADMINISTRATIVE SERVICES	3,040,202	0	1,976,055	735,794.88	124,890.61	1,115,369.51	43.6%
<b>12012453 PD PATROL SERVICES</b>							
12012453 511001	3,040,202	0	3,040,202	911,423.69	.00	2,128,778.31	30.0%
12012453 511002	48,787	0	48,787	17,373.87	.00	31,413.13	35.6%*
12012453 511003	92,769	0	92,769	18,929.17	.00	73,839.83	20.4%
12012453 511004	128,978	0	128,978	6,798.61	.00	122,179.39	5.3%
12012453 511099	1,571	0	1,571	.00	.00	1,571.00	.0%
12012453 513001	108,546	0	108,546	50,589.58	.00	57,956.42	46.6%
12012453 513002	28,940	0	28,940	10,406.52	.00	18,533.48	36.0%*
12012453 514000	21,000	0	21,000	6,403.59	.00	14,596.41	30.5%
12012453 521100	460,576	0	460,576	137,226.72	.00	323,349.28	29.8%
12012453 521200	11,244	0	11,244	3,542.40	.00	7,701.60	31.5%
12012453 521300	464	0	464	161.98	.00	302.02	34.9%*
12012453 522000	48,101	0	48,101	14,093.92	.00	34,007.08	29.3%
12012453 523000	960,386	0	960,386	281,721.96	.00	678,664.04	29.3%
TOTAL PD PATROL SERVICES	4,951,564	0	4,951,564	1,458,672.01	.00	3,492,891.99	29.5%
<b>12012553 PD SUPPORT SERVICES</b>							
12012553 511001	145,718	0	145,718	51,231.47	.00	94,486.53	35.2%*
12012553 511002	195,384	0	195,384	50,958.28	.00	144,425.72	26.1%
12012553 511099	1,749	0	1,749	.00	.00	1,749.00	.0%
12012553 513001	3,000	0	3,000	183.19	.00	2,816.81	6.1%
12012553 516000	2,530	0	2,530	1,200.00	.00	1,330.00	47.4%*
12012553 521100	31,737	0	31,737	11,026.06	.00	20,710.94	34.7%*

# CITY OF ROCHESTER

## FINANCIALS FOR OCTOBER


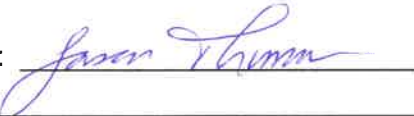




FOR 2020 04

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012553 521200 DENTAL INSURANCE	900	0	900	299.85	.00	600.15	33.3%
12012553 521300 LIFE INSURANCE	228	0	228	92.65	.00	135.35	40.6%**
12012553 522000 SOCIAL SECURITY CO	25,885	0	25,885	7,693.52	.00	18,191.48	29.7%
12012553 523000 RETIREMENT CONTRIB	17,010	0	17,010	5,855.76	.00	11,154.24	34.4%**
12012553 528001 DISABILITY INSURAN	1,674	0	1,674	510.54	.00	1,163.46	30.5%
TOTAL PD SUPPORT SERVICES	425,815	0	425,815	129,051.32	.00	296,763.68	30.3%
TOTAL GENERAL FUND	7,353,434	0	7,353,434	2,323,518.21	124,890.61	4,905,025.18	33.3%
TOTAL EXPENSES	7,353,434	0	7,353,434	2,323,518.21	124,890.61	4,905,025.18	
GRAND TOTAL	7,353,434	0	7,353,434	2,323,518.21	124,890.61	4,905,025.18	33.3%

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



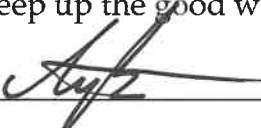



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Turner, Elizabeth		DATE: 26 September 2019 TIME: 0926 hours
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Turner received a correspondence of appreciation and thanks from Christina Paquette who works for the Rochester Public Library. This was for her participation and interaction with the children during story time at the library.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Records entry completed, a copy of the e-mail received is attached.  Good job Liz, keep up the good work.  SIGNATURE: <u></u> DATE: 26 September 2019		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Liz! Forwarded to eval file.</i>  SIGNATURE: <u></u> DATE: <i>9-27-19</i>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great job Liz!</i>  SIGNATURE: <u></u> DATE: <i>10/2/19</i>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Liz!</i>  SIGNATURE: <u></u> DATE: <i>10/9/19</i>		

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: 10/10/19



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Riddle, Jeremy		DATE: 26 September 2019 TIME: 0926 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> : Officer Riddle received a correspondence of appreciation and thanks from Christina Paquette who works for the Rochester Public Library. This was for his participation and interaction with the children during story time at the library.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Records entry completed, a copy of the e-mail received is attached.  Good job Jeremy, keep up the good work. SIGNATURE: <u></u> DATE: 26 September 2019		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Excellent community relations Jeremy!! Thank you. Forward to eval file.</i>  SIGNATURE: <u></u> DATE: 9.27.19		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great job Jeremy !</i>  SIGNATURE: <u></u> DATE: 10/2/19		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Jeremy!</i>  SIGNATURE: <u></u> DATE: 10/9/19		

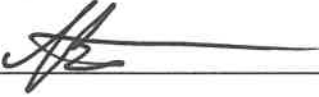



8. ACKNOWLEDGMENT OF EMPLOYEE:

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

EMPLOYEE SIGNATURE:

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

DATE: 10/9/19

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Labosier, Jonathan		DATE: 26 September 2019 TIME: 0926 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> Officer Labosier received a correspondence of appreciation and thanks from Christina Paquette who works for the Rochester Public Library. This was for his participation and interaction with the children during story time at the library.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Records entry completed, a copy of the e-mail received is attached.  Good job Jon, keep up the good work.  SIGNATURE: <u></u> DATE: 26 September 2019		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Great community Relations Jonathan! Thank You. Forward to eval file</i>  SIGNATURE: <u></u> DATE: <i>9-27-19</i>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Great work Jonathan</i>  SIGNATURE: <u></u> DATE: <i>10/2/19</i>		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Jonathan!</i>  SIGNATURE: <u></u> DATE: <i>10/9/19</i>		

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: Just B Th-      DATE: 10/9/19

## Anthony Bossi

---

**From:** Jason Thomas  
**Sent:** Tuesday, September 24, 2019 12:41 PM  
**To:** Anthony Bossi  
**Subject:** FW: Library Visit  
**Attachments:** police visit 9.jpg

Could you please prepare personnel entries. Thank you!

---

**From:** Paul Toussaint <[paul.toussaint@rochesternh.net](mailto:paul.toussaint@rochesternh.net)>  
**Sent:** Tuesday, September 24, 2019 12:38 PM  
**To:** Elizabeth Turner <[elizabeth.turner@rochesternh.net](mailto:elizabeth.turner@rochesternh.net)>; Jeremy Riddle <[jeremy.riddle@rochesternh.net](mailto:jeremy.riddle@rochesternh.net)>; Jonathan Labosier <[jonathan.labosier@rochesternh.net](mailto:jonathan.labosier@rochesternh.net)>  
**Cc:** Jason Thomas <[jason.thomas@rochesternh.net](mailto:jason.thomas@rochesternh.net)>  
**Subject:** FW: Library Visit

Nice job by all! Thank you for all you do.

PRT  
Paul Toussaint  
Chief of Police  
Rochester Police Department  
23 Wakefield Street  
Rochester, NH 03867  
603-330-7132  
603-817-4734 (C)

---

**From:** Christina Paquette <[christina.paquette@rochesternh.net](mailto:christina.paquette@rochesternh.net)>  
**Sent:** Tuesday, September 24, 2019 12:01 PM  
**To:** Kyle Danie <[kyle.danie@rochesternh.net](mailto:kyle.danie@rochesternh.net)>  
**Cc:** Paul Toussaint <[paul.toussaint@rochesternh.net](mailto:paul.toussaint@rochesternh.net)>  
**Subject:** Library Visit

Good Morning,

I wanted to take a moment to let you know what a fantastic job the officers did with our library story time.

Thank you for suggesting Officer Turner. Officer Riddle was an added bonus. Elizabeth read and with the help of the kids coaxed Officer Riddle into reading a book too. I think it was a perfect first community event for him. We were pleasantly surprised when Officer Labsosier who was here with his family offered to read as well.

They took their time answering questions, showed the children the equipment and supplies they carry along in the car and posed for lots of photos.

Attached is one of my favorite pictures from the day. The boys smile says it all!

Thanks again for all that you and the department do for the community.

Christina Paquette  
Rochester Public Library Children's Room

1 HOUR  
PARKING  
FOR  
LIBRARY  
PATRONS  
ONLY

1 HOUR  
PARKING  
FOR  
LIBRARY  
PATRONS  
ONLY



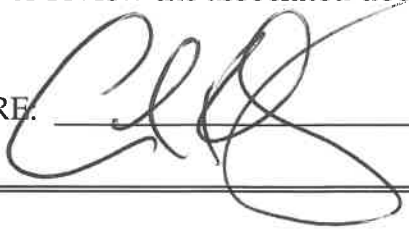
RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Root, Carl		DATE: 10.9.2019 TIME: 2300
2. <u>TYPE OF ENTRY</u> ___ RECOMMENDATION                    ___ COUNSELING ___ TRAINING INTERVIEW                    ___ DISCIPLINARY ___ EVALUATION/FOLLOW UP <u>X</u> OTHER		
3. <u>NARRATIVE</u> : Officer Root and his field training officer handled a parking complaint and followed-up with the reporting party, who was initially upset with the perceived police response. Root was able to not only explain the situation, but also built a positive relationship with the resident.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Great job Carl. Thank you for your professionalism and for building relationships in the community that are vital to the success of the agency.  SIGNATURE:  DATE: 10.9.2019		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Carl! Forward to eval file.</i>  SIGNATURE:  DATE: 10.10.19		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>VACATION</i>   SIGNATURE: _____                    DATE: _____		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Carl! Copy to Police Commission.</i>  SIGNATURE:  DATE: 10/15/19		



8. ACKNOWLEDGMENT OF EMPLOYEE:




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

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

A handwritten signature in black ink, appearing to be 'C. J. G.', written over a horizontal line.

DATE: \_\_\_\_\_

10/18/19

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Brinkman, Michael		DATE: 10.9.2019 TIME: 2300
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Brinkman and his trainee handled a parking complaint and followed-up with the reporting party, who was initially upset with the perceived police response. Brinkman was able to not only explain the situation, but also built a positive relationship with the resident.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Great job Mike. Thank you for your professionalism and for building relationships in the community that are vital to the success of the agency.  SIGNATURE:  DATE: <u>10.9.2019</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great job Mike! Forward to eval file -</i>  SIGNATURE:  DATE: <u>10.10.19</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>VACATION</i>   SIGNATURE: _____    DATE: _____		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Mike! Copy to Police Commissioner.</i>  SIGNATURE:  DATE: <u>10/15/19</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: 10/17/19

## Andrew Swanberry

---

**From:** Jason Thomas  
**Sent:** Saturday, October 5, 2019 12:08 PM  
**To:** Michael Brinkman; Carl Root  
**Cc:** Michael Miehle; Andrew Swanberry  
**Subject:** Fwd: [External] Lafayette St.

Nicely done gentlemen!!  
Thank you.  
JT




Sent from my iPhone

Begin forwarded message:

**From:** Jim B. >  
**Date:** October 5, 2019 at 10:52:04 EDT  
**To:** Jason Thomas <jason.thomas@rochesternh.net>  
**Subject:** [External] Lafayette St.  
**Reply-To:**

**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.

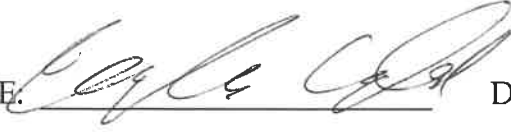
Captain Thomas thank you for looking into this matter for me. I was a little bit upset last night and didn't think of different reasons of what could have happened. The new officer and his training officer stopped by this am and explained what happen. That could happen to anybody. They were very polite and understanding of the problems with neighborhood and felt my pain with dealing with it. Your new officer will make a great addition to your department. He said they best part of his day was talking to me and to see what was going on. The training officer thanked me for helping out with the neighborhood that means a lot because some of these people retaliate if you call the police. I also learned a lesson as well don't be so upset until you know all facts. Once again thank you and you have a great new officer.  
Sent from Yahoo Mail on Android

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Crawford, Douglas		DATE: 10.9.2019 TIME: 2300
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input checked="" type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Crawford was recognized by his Field Training Officer for his "enthusiasm, dedication, and overall great workmanship" during a particular investigation.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Great job Doug. Thank you for dedication; you are an asset to the agency and the community.  SIGNATURE: <u></u> DATE: <u>10.9.2019</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Great work Doug! Keep up the great work. Forward to eval file.</i>  SIGNATURE: <u></u> DATE: <u>10.11.19</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>VACATION</i>    SIGNATURE: _____                      DATE: _____		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work Doug!</i>  SIGNATURE: <u></u> DATE: <u>10/15/19</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: 10/19/19



PAUL R. TOUSSAINT  
*Chief of Police*

# 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"*

A handwritten signature in blue ink, appearing to be "C. Cost".

POLICE COMMISSION

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



To: Sgt. Cost  
From: Ofc Cory Krochmal  
RE: Ofc Douglas Crawford

On September 22, 2019, detectives and patrol officers worked alongside Massachusetts State Police with executing search warrants at Bridle Woods apartments at 616 Portland Street in regards to a homicide investigation that originated in Everett, Massachusetts. Officer Crawford was also involved with assisting in this incident.

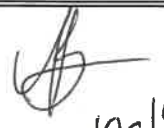
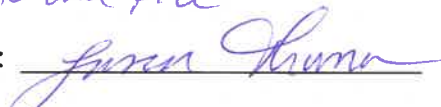
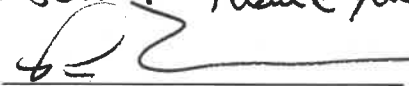
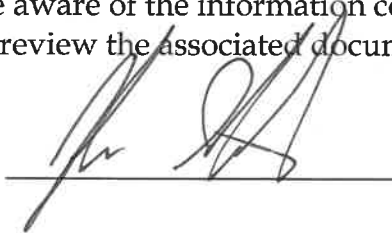
One of the areas to be searched was the dumpster. Officer Crawford volunteered to search the contents of the dumpsters; donning a Tyvek suite and climbing in. Officer Crawford dove deep into the dumpster without hesitation. He did a complete and thorough search; locating a trash bag that contained bloody clothing, that clothing being a direct link to the incident.

Officer Crawford should be recognized for his enthusiasm, dedication, and overall great workmanship for his involvement with this incident. Most new officers do not get the chance to be involved in matters such as these, or being involved with assisting other jurisdictions. His actions are a great reflection upon himself and this agency.

Respectfully,

A handwritten signature in blue ink, appearing to be "Cory Krochmal".

Officer Cory Krochmal

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : John Gantert		DATE: 10.10.2019 TIME: 1100
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> : Gantert is being recognized by a community member for extreme professionalism and compassion. She outlines her sincere gratitude for providing quality service and hard work.		
4. <u>ACTION TAKEN BY SUPERVISOR</u> : Prepared and submitted. Great work John! <div style="text-align: right; margin-right: 50px;">               10-10-19           </div> SIGNATURE: <u>Sgt. Randy Smith</u> DATE: <u>10.10.2019</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER</u> : <i>Nice work John! thank you for your professionalism.            Forwarded to eval file.</i> SIGNATURE: <u></u> DATE: <u>10-11-19</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>VACATION</i>  SIGNATURE: _____                      DATE: _____		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice work John! Thank you for your dedication.</i> SIGNATURE: <u></u> DATE: <u>10/15/19</u>		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> :  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation. <div style="text-align: right; margin-right: 50px;">               10/16/19           </div> EMPLOYEE SIGNATURE: _____                      DATE: <u>10/16/19</u>		



Thank you for your courage and dedication as you continue to serve our community each and every day. I hope that you all enjoy your special, and well deserved special day and embrace the community's appreciation for everything that you do to try and make Rochester the best that it can be.



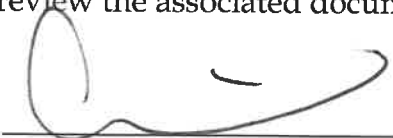
A special thank you to officer Gantert. He's been the responding officer on 2 separate occasions for totally different scenarios. In both cases, he not only exhibited extreme professionalism, but also, a lot of compassion and understanding to both situations. He's definitely an asset to the Rochester Police Department and to Rochester as a whole.



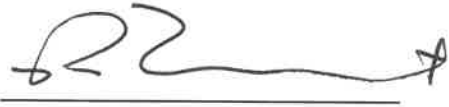
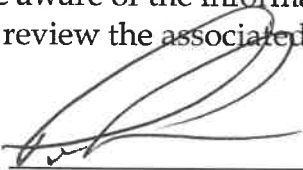
Thank you again for all your hard work. It takes a special kind of person to do what you all do, so please know that it's appreciated. Stay safe! ☺




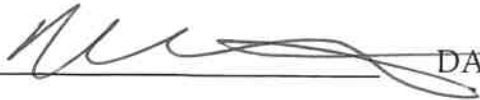
A special thank you to the dispatches as well!!




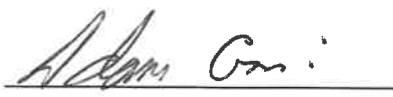
Sincerely,





Laurie

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Eric Babine		DATE: 10/15/2019 TIME: 1200
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Sgt. Babine is thanked by Massachusetts State Police for his efforts and cooperation on September 21, 2019 regarding his leadership and assistance with their homicide investigation that night/weekend.		
5. <u>COMMENTS/RECOMMENDATIONS OF SUPPORT COMMANDER</u> : Great Job Eric! You handled that situation very well, which led to positive outcome and really benefited their investigation. Place in eval folder and forward to Commission.  SIGNATURE:  DATE: 10-15-19		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : Great work Eric  SIGNATURE:  DATE: 10/15/19		
7. <u>COMMENTS OF CHIEF OF POLICE</u> :  SIGNATURE: _____ DATE: _____		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> :  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.  EMPLOYEE SIGNATURE:  DATE: 10-31-19		

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Patrick Emerson		DATE: 10/15/2019 TIME: 1200
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Sgt. Emerson is thanked by Massachusetts State Police for his efforts and cooperation on September 22, 2019 regarding his leadership and assistance with their homicide investigation that weekend.		
5. <u>COMMENTS/RECOMMENDATIONS OF SUPPORT COMMANDER</u> : Great Job Pat! Thank you for coming in when you were not on call and doing all that you did, which led to positive outcome and really benefited their investigation. Place in eval folder and forward to Commission.  SIGNATURE: <u></u> DATE: 10-15-19		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <u>Great work Pat.</u>  SIGNATURE: <u></u> DATE: 10/16/19		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <u>Nice job Pat!</u>  SIGNATURE: <u></u> DATE: 10/22/19		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> :  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.  EMPLOYEE SIGNATURE: <u></u> DATE: 10-29-19		

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Matt Flathers		DATE: 10/15/2019 TIME: 1200
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Det. Flathers is thanked by Massachusetts State Police for his efforts on September 21, 2019 regarding his assistance with their homicide investigation that night/weekend.		
5. <u>COMMENTS/RECOMMENDATIONS OF SUPPORT COMMANDER</u> : Great Job Matt! Thank you for your cooperation and efforts that night/early morning, which led to positive outcome and really benefited their investigation. Place in eval folder and forward to Commission.  SIGNATURE: <u></u> DATE: _____		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Matt.</i>  SIGNATURE: <u></u> DATE: <i>10/16/19</i>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice job Matt!</i>  SIGNATURE: <u></u> DATE: <i>10/28/19</i>		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> :  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.  EMPLOYEE SIGNATURE: <u></u> DATE: <i>10/29/19</i>		

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Adam Govoni		DATE: 10/15/2019 TIME: 1200
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Officer Govoni is thanked by Massachusetts State Police for his efforts on the weekend of September 21-22, 2019 regarding his assistance with their homicide investigation that weekend.		
5. <u>COMMENTS/RECOMMENDATIONS OF SUPPORT COMMANDER</u> : Great Job Adam! Thank you for your cooperation and efforts that weekend, which led to positive outcome and really benefited their investigation. Place in eval folder and forward to Commission.  SIGNATURE: <u></u> DATE: 10-15-19		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Adam</i>  SIGNATURE: <u></u> DATE: 10/20/19		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice job Adam!</i>  SIGNATURE: <u></u> DATE: 10/20/19		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> :  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.  EMPLOYEE SIGNATURE: <u></u> DATE: 10/30/19		

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME</u> : Joseph Rousseau		DATE: 10/15/2019 TIME: 1200
2. <u>TYPE OF ENTRY</u> <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE</u> : Det. Rousseau is thanked by Massachusetts State Police for his efforts on September 21, 2019 regarding his assistance with their homicide investigation that night/weekend.		
5. <u>COMMENTS/RECOMMENDATIONS OF SUPPORT COMMANDER</u> : Great Job Joe! Thank you for your cooperation and efforts that night/early morning, which led to positive outcome and really benefited their investigation. Place in eval folder and forward to Commission.  SIGNATURE: <u></u> DATE: _____		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE</u> : <i>Great work Joe</i>  SIGNATURE: <u></u> DATE: <i>10/16/19</i>		
7. <u>COMMENTS OF CHIEF OF POLICE</u> : <i>Nice job Joe!</i>  SIGNATURE: <u></u> DATE: <i>10/29/19</i>		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE</u> :  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.  EMPLOYEE SIGNATURE: <u></u> DATE: <i>10/29/19</i>		



*The Commonwealth of Massachusetts*  
*Department of State Police*

CHARLES D. BAKER  
GOVERNOR

KARYN E. POLITO  
LIEUTENANT GOVERNOR

THOMAS A. TURCO, III  
SECRETARY

COLONEL KERRY A. GILPIN  
SUPERINTENDENT

*Massachusetts State Police Unit*

*Middlesex County District Attorney*

*15 Commonwealth Avenue*

*Woburn, MA 01801*

RECEIVED  
SEP 26 2019  
OFFICE OF THE CHIEF  
ROCHESTER POLICE DEPT

Tuesday, September 24, 2019

TO: CHIEF PAUL TOUSSAINT  
CHIEF OF POLICE  
ROCHESTER POLICE DEPARTMENT

FROM: DETECTIVE LIEUTENANT PAUL E. BULMAN  
STATE POLICE DETECTIVE UNIT – MIDDLESEX  
MASSACHUSETTS STATE POLICE

SUBJECT: ASSISTANCE RENDERED BY YOUR DEPARTMENT

Dear Chief Toussaint:

I would like to express my sincere thanks and gratitude for the assistance that your officers and department showed my officers over the past weekend. I would specifically like you to know about the fantastic response and leadership showed by Sergeant Michael Miehle and Detective Sergeant Patrick Emerson. Both of these officers responded to a rapidly developing and dynamic situation involving several suspects in the Harris homicide investigation.

Sergeant Miehle was contacted via telephone late into his shift on September 21, 2019, and he was able to coordinate the Rochester Police response that led to the identification and subsequent cooperation of a key witness to the murder. He also took steps which helped preserve crucial clothing and blood evidence that had been disposed into a nearby dumpster.

Detective Sergeant Patrick Emerson responded later on September 21, 2019, to assist with several search warrants that had to be executed on a residence and then a dumpster located within a Rochester apartment complex. Sergeant Emerson worked diligently throughout the night to obtain both the search warrants and to coordinate the execution of the warrants. These efforts resulted in key evidence being recovered.

As a result of these officers and others that also worked that night, Charles Demos and his brother Joshua Demos were arrested in Seabrook New Hampshire the following day. Both of these officers are a credit to your department and were instrumental in holding the parties responsible for the shooting death of Jarrod Harris accountable for their actions.

Respectfully submitted,

*Det. Paul E. Bulman # 2497*

Paul E. Bulman  
Detective Lieutenant  
Massachusetts State Police

cc: Michael Miehle  
Patrick Emerson



RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Michael Brinkman	DATE: 10.23.2019 TIME: 0930	
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> Jess [redacted] wanted to thank Mike for taking the time to toss a football with her son. Jess cited her son's love of police and his enthusiasm when police are around. Mike made this child's day and Jess wanted to ensure he knew how thankful she was.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Great job Mike! SIGNATURE: <u>Sgt. Randy Smith</u> DATE: <u>10.23.2019</u>		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Great community relations Mike! Keep it up. Forward to eval file</i> SIGNATURE: <u>[Signature]</u> DATE: <u>10-23-19</u>		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> This is a great job Mike! Your 10 minutes will have a large impact on this child. Thank you SIGNATURE: <u>[Signature]</u> DATE: <u>10/24/19</u>		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Outstanding job Mike! Thank you for representing the department so well.</i> SIGNATURE: <u>[Signature]</u> DATE: <u>10/25/19</u>		
8. <u>ACKNOWLEDGMENT OF EMPLOYEE:</u>  I have, this date, been made aware of the information contained on this record and afforded an opportunity to review the associated documentation.  EMPLOYEE SIGNATURE: <u>Michael Brinkman</u> DATE: <u>10/28/19</u>		

**From:** Jess I

**Sent:** Friday, October 18, 2019 9:49 PM

**To:** Gary Boudreau <gary.boudreau@rochesternh.net>; Jason Thomas <jason.thomas@rochesternh.net>; Paul Toussaint <paul.toussaint@rochesternh.net>; Todd Pinkham <todd.pinkham@rochesternh.net>

**Subject:** [External] Community policing done amazing 10-18-19

**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.

I thank Rochester police department for some community policing done today 10/18/19 at Portland st today after they were done responding to a call my son happened to be outside with his football and this officer said here throw it to me and took 5 minutes to play a good game of catch with a little boy who begs for me to stop at the station daily so he can check on "his boys" yes the officers! Knowing that you guys are very busy we drive threw and see how many cruisers we can see... sometimes we get to see shift change and he loves the blues you guys have as he says! Some back ground on [redacted] to share with the officer please [redacted] is 6 n in his 6 years of life he's been threw many levels of let downs but he's learned that the cops will never let him down on his own and because of that my son wants to be a SWAT officer when he's able to be one! [redacted] moved from [redacted] where the cops wouldn't even wave to a little boy as leaving a call because he saw them more than I'd like to say... he never gave up on them every time he saw them again he waved to them n nothing n many of them saw him do it but then we moved here for a better life style this city is amazing from the support you get from people in the

community and the police department is happy to help you and even more so they take the time to play football with a boy who wants nothing more than to become you! Thank you so much from the bottom of my heart your amazing thank you he hasn't stopped talking about this since he walked in after... Thank you again n be safe out there and thank you for your service!

Maybe we could plan a surprise visit to the station so he could see the inside of it if possible

Attached with 3 pictures



Making lasting memories  
with a boy

Who wants to become a  
SWAT officer 🚔

Thank you

Rochester police department