

ROCHESTER POLICE COMMISSION
MEETING AGENDA – JANUARY 6, 2021 7:00 P.M.
REMOTE MEETING - VIA TEAMS

1. CALL TO ORDER

- A. PREAMBLE
- B. Opening Prayer
- C. Roll Call by the Clerk

2. PUBLIC COMMENT

3. ACCEPTANCE OF MINUTES:

- A. December 2, 2020

4. OLD AND UNFINISHED BUSINESS:

- A. Policy Update: POLICY # 26.1.1.2 Standards of Conduct, Uniform Appearance: Second Reading for Adoption

5. NEW BUSINESS:

- A. Policy Updates
 - 1. Policy Standard 1.2.4 Search and Seizure: First reading
 - 2. Policy Standard 1.3.1 Use of Force to Accomplish Lawful Objectives/Non Deadly Force: First reading
 - 3. Policy Standard 1.3.1.1 Use of Force Definitions: First reading
 - 4. Policy Standard 1.3.2 Use of Deadly Force: First reading
 - 5. Policy Standard 42.1.1.4 Investigations; Willful Concealment (Shoplifting) Complaints: First Reading
- B. Three-Year PT Test Requirement Discussion
- C. Monthly Reports
- D. Other

6. CORRESPONDENCE:

- A. Off. Gantert is thanked for his attention to a welfare check
- B. Off. Colson is thanked for his attention to a welfare check
- C. Capt. Thomas is thanked for providing assistance to resident who fell sustaining minor injury.

7. INFORMATION:

- A. Any other information to come before the Commission.

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

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



City of Rochester, NH Preamble

Good Evening, as Chairperson of the Police Commission, I'm declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the Police Commission are encouraged to do so by the following methods:

- **Mail:** Becky Warburton/Public Input, 23 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** becky.warburton@rochesternh.net (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-330-7131 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

In addition to the above listed public access information, the Police Commission will be allowing the public to enter Council Chambers and speak in person during the Public Input portion of this meeting.

In an effort to adhere to CDC guidelines: enter only at the front Wakefield Street entrance and exit on the side closest to the police department and adhere to 6-foot social distancing while inside. Hand sanitizer and facemasks will be available at the Wakefield Street entrance.

Participants will be admitted into Council Chambers one at a time to speak, and will exit directly thereafter. Please note; the seating in Council Chambers will not be available for the public during meetings.

At this time, I also welcome members of the public accessing this meeting by phone. The public can call-in to the below number using the conference code. This meeting will be set to allow the public to "listen-in" only, and there will be no public comment taken via conference line during the meeting.

Phone number: 857-444-0744 Conference code: 843095

Rochester Police Commission
Rochester, NH 03867

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

MINUTES OF THE POLICE COMMISSION MEETING

The Rochester Police Commission held their regular monthly meeting on Wednesday, December 2, 2020 at 7:00 P.M in City Hall, Council Chambers. Participants in this meeting: Comm. Peters, Comm. Stevens, Chief Toussaint, Dep. Chief Boudreau, Capt. Thomas, Chaplain Cilley and Secretary Warburton.

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

1. Preamble. Chairman Peters read the City's Preamble for accessing this meeting into the record. He further noted that the Commission will be meeting using the TEAMS method from January to April of 2021.

City of Rochester, NH Preamble

Good Evening, as Chairperson of the Police Commission, I'm declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency.

a.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the Police Commission are encouraged to do so by the following methods:

- **Mail:** Becky Warburton/Public Input, 23 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** becky.warburton@rochesternh.net (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-330-7131 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

In addition to the above listed public access information, the Police Commission will be allowing the public to enter Council Chambers and speak in person during the Public Input portion of this meeting.

In an effort to adhere to CDC guidelines: enter only at the front Wakefield Street entrance and exit on the side closest to the police department and adhere to 6-foot social distancing while inside. Hand sanitizer and facemasks will be available at the Wakefield Street entrance. Participants will be admitted into Council Chambers one at a time to speak, and will exit directly thereafter. Please note; the seating in Council Chambers will not be available for the public during meetings.

At this time, I also welcome members of the public accessing this meeting by phone. The public can call-in to the below number using the conference code. This meeting will be set to allow the public to “listen-in” only, and there will be no public comment taken via conference line during the meeting.

Phone number: 857-444-0744 Conference code: 843095

- A. Pledge. All participated in the pledge.
- B. Prayer. Chaplain Cilley delivered the opening prayer.
- C. Roll Call. The clerk called the roll marking Commissioner’s Peters and Stevens present.

Comm. Stanley was excused.

2. PUBLIC COMMENT:

No public comment.

3. ACCEPTANCE OF MINUTES:

- A. November 4, 2020 regular meeting.

Comm. Stevens MOVED to accept the minutes of the October 7, 2020 meeting as presented. Comm. Peters SECONDED the motion. The motion to accept the minutes PASSED 2 – 0.

4. OLD AND UNFINISHED BUSINESS: None.

5. NEW BUSINESS

A. Policy Standard 26.1.1.2 Uniform Appearance. Chief Toussaint said this is a housekeeping change that gives leeway time when we change from summer to winter uniform and from winter to summer uniform. This allows for a flex month where officers can choose which uniform (long or short sleeves) depending on the flux in temperatures. This essentially memorializes what we talked about last month.

Comm. Stevens asked if they are required to wear a tie.

Staff advised they are not, and haven't been required to wear a tie for several years. This came about when we added the option for the mock turtleneck shirt under the uniform. This was something that took place even before the change to the outer vest carriers.

Comm. Peters placed Policy Standard 26.1.1.2 Uniform Appearance into a first reading by title only.

B. Monthly Reports

1. **Operations:** Ward meetings remain on hold during the pandemic. Capt. Thomas said the investigations bureau had 28 cases sent up from patrol or that were Detective generated. The total open cases is 60. There was one call out for a suspected overdose death.

K-9: This month the Rochester K-9 Unit responded to four calls; one of those was canceled before he arrived. One track was good track although the person wasn't located, and two were successful in that we located who we were looking for. One wanted person and one missing person.

COMPSTAT: There were 330 traffic stops for the month, which is down from the previous month. Arrests from traffic stops doubled.

There were 81 accidents. Twenty-two of them in parking lots. Of the ten hit and run accidents, nine hit and runs were in parking lots. We also had 10 DWI's. Five from accidents and five from traffic stops or welfare checks called in.

There was nothing that stood out, and no patterns or trends related to property crime. We are down 12% year to date. There were a couple of major decreases this period. Year to date we are down 57% in thefts from motor vehicles and down 52% in burglaries. The biggest increase in property crimes is motor vehicle thefts, up 37%. However the vast majority of those are actually unauthorized use. Someone borrows a vehicle and doesn't bring it back, the vehicle owners reach out to the police to help get the car back. So not a true stolen car.

We had 17 possessions of drugs which is down from the prior month. Year to date possessions are up 25%. The vast majority of our possessions are search incident to arrest. Overdoses remain the same as the prior month at nine. Drug incidents or events are down 5% year to date.

Violent crime is down 2% year to date. We had two robberies this period. One was domestic violence related and the other was the last robbery of the spree from Citizen's Bank where the same suspect did multiple robberies. That suspect was arrested in the month of September, so the closure rate you see under robberies of 80% is an increase over the prior month and directly related to arresting him for those robberies.

Comm. Peters commented that now is a good time to remind the public to lock your vehicles, even while in your driveway. And to not leave items that can be seen to make someone want to break into the vehicle.

Dep. Chief Boudreau added that the pandemic has increased on line shopping so people are encouraged to have packages delivered to safe and secure locations to reduce being victimized by people stealing items sitting on a porch.

Chief Toussaint added that the decrease in closure cases from arrests is noticeable. Most of that decrease is in shoplifting. Increase in mask use impacts our ability to identify people shoplifting from stores.

COMMUNITY ENGAGEMENT OFFICER/PROBLEM ORIENTED POLICING UNIT: We have seen a decrease in activity in the downtown with the onset of colder weather and closing of outdoor dining. The POP and CEO have been doing weekly enforcement work with other agencies, sharing information and being out in the community including with the City of Somersworth, the State Police MET team, and deputies from Strafford and Rockingham Counties.

COMMUNICATIONS: Our senior dispatcher, Andrew Neal retired this period. We held a final salute for him this week. The staff continues to work on the paging system that sends push notifications to all fire commanders that need notices of calls.

PROSECUTION. We have no update on juvenile or adult prosecution. Court is moving slowly, which is a reality of the pandemic.

SCHOOL RESOURCE OFFICERS. There is not much to report from the school resource officers, as the schools went remote due to COVID restrictions. Officer Porfido has been assigned to patrol, which is a help to patrol.

HOUSING. Housing had 29 calls and 4 background checks. There have been no major concerns. There has been an increased presence of Officer Mundy and Sgt. Babine, working with the managers of housing to promote positive quality of life within the complexes.

2. Administrative. Dep. Chief Boudreau advised all of the external vest carriers have been received. The initial feedback overall has been positive.

The front line cruisers are arriving this month. We are scheduled for the first of the year for the installation of equipment.

Dep. Chief Boudreau said the renovations to the Detective bureau are underway. We started this project last fiscal year but it got put on hold due to COVID. The entire set up in there is original to the building in 2004, and even then was repurposed from the former Cabletron. So they are getting a full facelift from paint to carpeting and workstations. It is scheduled to be complete at the end of next week.

The radio project is still moving forward. We had mentioned last month having difficulties getting trades people, including electricians out there. They have been working on site and 2-Way is set to switch all the equipment on by December 15. There is a lot going into this as Fire is switching from an analog system to digital so it will be all hands on decks as they spend the day reprogramming radios.

The vendor updated us on the status of the mobile dispatch center. It is scheduled to be built on December 15 and we should be receiving it in January.

Comm. Stevens asked where it will be stored.

Dep. Chief Boudreau said it will be stored, for now, outside at DPW on Old Dover Road.

The FY22 budget build has begun. Direction from finance is no more than a 2% increase in O&M budgets. Our O&M budget is \$660,904.00. Two percent equates to approximately \$13,218.00. That being said with our IMC maintenance costs projected to increase by 5% on each module that will quickly be depleted. This increase doesn't include salaries, benefits or any issues and options we may present to the City Manager. Our overall budget is approximately 8.3 million.

TRAINING: Training remains light due to limitations from the pandemic. Officer Rummo has completed 13 weeks of the Academy and is scheduled to receive his certificate on the 18th of December.

6. CORRESPONDENCE:

The following correspondence was received this period: Officer Eric Bilodeau, Officer Aaron Garneau and Sgt. Thomas Powers are recognized for their professionalism and compassion in dealing with a suicidal subject. Officer James Murphy is thanked by Training Sgt. Cost for commendable work for the Department's in-service training as it pertains to defensive tactics.

7. INFORMATION:

Comm. Peters, on behalf of the Police Commission wished everyone a Merry Christmas and Happy New Year. He wished all safe travels as they enjoy the holidays with family.

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

Commissioner Stevens MOVED to enter a nonpublic session at 7:23 P.M. pursuant to RSA 91-A:3, paragraph II, section A (personnel) and section E (legal.) Comm. Peters SECONDED the motion. The motion PASSED by roll call vote 2 - 0 with Comm. Peters and Comm. Stevens voting in the affirmative.

The non-public session closed at 7:54 P.M. on a MOTION by Comm. Stevens, SECOND by Comm. Peters SECONDED the motion. The motion PASSED by roll call vote 2 - 0 with Comm. Peters and Comm. Stevens voting in the affirmative.

Comm. Stevens MOVED to seal the minutes indefinitely. Comm. Peters SECONDED the motion. The motion PASSED by roll call vote 2 - 0 with Comm. Peters and Comm. Stevens voting in the affirmative.

9. MISCELLANEOUS:

Comm. Stevens MOVED to accept the evaluations as presented for Officer Eric Ball and Officer Robert Frechette, and to award a merit track advancement to Sgt. Jacob Benjamin to Sgt. Merit Track 2. Comm. Peters SECONDED the motion. The motion PASSED unanimously.

10. ADJOURNMENT:

Comm. Stevens MOVED to adjourn. SECOND by Comm. Peters at 7:55 P.M.

Respectfully Submitted

Rebecca J. Warburton
Secretary

APPROVED BY COMMISSION:

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: 12/02/2020 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** Officers working in a patrol function are not required to wear the tie. Undershirts should be one of three approved colors; white, black, or navy blue)

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 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 NEPBA and Rochester Police Commission. Black or white T-shirts may also be worn with the winter uniforms.

F. Polo Shirts:

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

G. Achievement Pins

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

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

I. Motorcycle Unit:

1. Officers will be authorized to wear the “Motorcycle Unit” patch denoting the officer’s assignment to the Motorcycle Unit. The patch will be worn below the uniform shoulder patch on the left sleeve.
2. Officers assigned to the Motorcycle Unit will display a yellow/mustard colored stripe along the outside of their pant leg to extend from the top of the pocket seam to the bottom of their pant leg. The yellow/mustard colored stripe will be applied and worn on the motorcycle breeches only.

J. External Load Bearing 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.

F. Due to changing weather conditions between the different shifts, during the month of April Officers will be permitted to choose which uniform to wear (summer or winter) in line with fluctuating weather conditions.

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)

E. Due to changing weather conditions between the different shifts, during the month of November Officers will be permitted to choose which uniform to wear (summer or winter) in line with fluctuating weather conditions.

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.

(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.

APPROVED: PAUL R. TOUSSAINT
 CHIEF OF POLICE

Policy Standard 1.2.4

Policy Standard 1.2.4 Search and Seizure

Synopsis of Changes: 12/22/2020

Page 7 – discusses the knock and announce rule (formerly the “no knock warrant”) as it relates to executing a search warrant, to protect people’s rights to privacy in their homes and to prevent unnecessary violence that could result from unannounced entries.



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

POLICY #1.2.4

SUBJECT: Search and Seizure

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 general order is to establish Department guidelines controlling search and seizure of property and persons consistent with existing law and to establish standard operating procedures for the execution of search warrants against property.

Policy

It is the policy of the Rochester Police Department to “scrupulously honor” citizens' rights against unreasonable search and seizure by following the Fourth Amendment of the United States Constitution and Part I, Article 19 of the New Hampshire Constitution and the judicial interpretation of those documents.

Procedure

Definitions

Fourth Amendment of the United States Constitution: The right of the people to be secure in their persons, houses, papers, and effects against unreasonable searches and seizures shall not be violated and no warrant shall issue but upon probable cause supported by oath and affirmation particularly describing the place to be searched, the person or thing to be searched, and the person to be seized.

Part I, Article 19 of the New Hampshire Constitution: Every subject hath a right to be secure from all unreasonable searches and seizures of his person, his houses, his papers, and all his possessions. Therefore, all warrants to search suspected places, or arrest a person for examination or trial in prosecutions for criminal matters, are contrary to this right, if the cause or foundation of them be not previously supported by oath or affirmation; and if the order, in a warrant to a civil officer, to make search in suspected places, or to arrest one or more suspected persons or to seize their property, be not accompanied with a special designation of the persons or objects of search, arrest, or seizure; and no warrant ought to be issued; but in cases, and with the formalities prescribed by law.

Prisoner: For the purposes of this directive, the term “prisoner” shall include any person arrested or taken into protective custody.

Probable Cause (as applied to search and seizure): "probable cause exists if the man of ordinary caution would be justified in believing that what is sought will be found in the place to be searched....and that what is sought if not contraband or fruits or implements of a crime, will aid in a particular apprehension or conviction." (State v. Marcotte, 123 NH 245, 248 (1983))



Exigent Circumstances: Exigent circumstances are those that present a compelling need for immediate official action and a risk that the delay inherent in obtaining a warrant will present a substantial threat of imminent danger to life or public safety or likelihood that evidence will be destroyed. Rochester Police Officers shall not rely on this exception if there is time to obtain a warrant.

Search Warrant Exceptions

Generally, Rochester Police Officers should obtain a warrant before conducting a search. The State and Federal Supreme Courts have long expressed a preference that police officers obtain warrants before they act. A search made pursuant to a warrant carries a presumption of reasonableness and the reviewing court gives great deference to the decision of the issuing justice.

Warrantless searches are presumptively unreasonable. The Courts have recognized certain limited and narrowly defined exceptions to the search warrant requirement. Therefore, the burden falls upon the State to prove one of these exceptions when a search is made without a warrant.

Exceptions:

Search Incident to Arrest

- A search incident to arrest should be conducted after the arrest. New Hampshire has strictly construed the requirement that the search be simultaneous with the arrest. The scope of this search is to detect weapons, to seize evidence the arrestee may destroy, or to remove possible means of escape.
- A search incident to arrest includes the arrestee's body and the immediate area within which the arrestee might reasonably gain possession of a weapon, a means of escape, or destroy evidence.
- However, State V. Sterndale states that if a police officer arrests the driver of an automobile, then handcuffs them and places them in a cruiser, they may not search the automobile without a warrant, as it is not sufficiently contemporaneous to the arrest.
- When a person is taken into protective custody, police officers shall limit the scope of their search to weapons and for identification if the person is not known to the officer.

Search of Prisoner

- The transporting officer is legally responsible for the safety and custody of the prisoner being transported. It must never be assumed by the transporting officer that someone else has searched the prisoner. The officer who is assigned to transport a prisoner shall search the prisoner before transporting.
- Prisoners should be searched by officers of the same gender. When circumstances do not allow this, the officer should, when possible, have a second officer present to witness the search. This does not exclude searches made by officers of the opposite sex without a second officer present.
- In those instances when the officer must search a member of the opposite sex, searches will be conducted following established professional standards with the primary importance being the protection of the officer



- Before any prisoner is secured to the bench in the booking room cell, they shall be thoroughly searched. All property found on their person, with the exception of belts, hats, and jackets shall be removed. The booking officer shall inventory the property and list it on the arrest inventory form. All items, except for unlawful weapons, evidence of a crime, or contraband shall be returned to the prisoner immediately upon their release. Upon release, the prisoner must sign for receipt of the property on the personal property form printed from the IMC software. If the prisoner refuses to sign the form, the officer may release the property, but must note the refusal to sign on the form.

Inventory Searches

- During the booking process, Rochester Police Officers shall conduct an inventory search of all prisoners. The purpose of this search is threefold: 1) to protect the property of the prisoner, 2) to protect the Rochester Police Department and its members against unwarranted claims of lost or stolen property, and 3) to protect the officer(s) from potential dangers.
- The inventory search shall include the body and clothing of any person taken into custody, any property they have in their possession at the time of their arrest or detention, including any closed or locked containers.
- For inventory searches of vehicles, see the Searches, MV Inventories and Towing policy in this manual.

Hot Pursuit

- If a felony has been committed in the very recent past and the officer is in pursuit of the suspect, they may pursue the offender into their home and search for them without first obtaining a warrant to do so. The officers may seize weapons, ammunition, and clothes of the type worn by the fleeing felon from within the home. The right to search terminates immediately upon the arrest of the suspect. However, if the officer believes that two suspects may be present, the officer may continue to search for the second suspect, and may seize any of the above listed items found in plain view during that search.
- Absent consent or exigent circumstances, Rochester Police Officers must have an arrest warrant before entering a suspect's home to arrest them for a felony. In addition, the officer must have reasonable belief that the defendant is home before entering the home.

The Automobile Exception

- The New Hampshire Supreme Court does not recognize an automobile exception to the Search Warrant. Because of the State v. Sterndale decision, Rochester Police Officers shall not look for guidance from the U.S. Supreme Court's automobile exception to the Fourth Amendment.
- To search a motor vehicle without a warrant, Rochester Police Officers must have both probable cause and exigent circumstances (defined below).

4

Exigent Circumstances

- Exigent circumstances are those that present a compelling need for immediate official action and a risk that the delay inherent in obtaining a warrant will present a substantial threat of imminent danger to life or public safety or likelihood that evidence will be destroyed. Rochester Police Officers shall not rely on this exception if there is time to obtain a warrant.

Probable Cause (as applied to search and seizure)

- "Probable cause exists if the man of ordinary caution would be justified in believing that what is sought will be found in the place to be searched....and that what is sought if not contraband or fruits or implements of a crime, will aid in a particular apprehension or conviction." (State v. Marcotte, 123 NH 245, 248 (1983))

Administrative Searches

- Members of the Rochester Police Department shall not conduct administrative searches as defined by State v. McGann. All searches of this type shall be accompanied by a warrant. This shall not exclude Rochester Police Officers from providing security for authorized agents while they conduct an administrative search.

Plain View

- Rochester Police Officers may seize evidence found in plain view. However, three conditions must be met before the plain view doctrine is applicable: 1) The initial intrusion, which afforded the view must be lawful, 2) Discovery of the evidence must be inadvertent, and 3) The incriminating nature of the evidence must be immediately apparent.
- Rochester Police Officers may enhance their natural senses by using a flashlight, binoculars, etc.; however, they may not take extraordinary measures to see the item.

The "Pat Frisk"

- *Terry v. Ohio* allows officers to stop and pat frisk ***suspects of a crime for weapons if the officer has articulable suspicion to fear for their own safety***. Officers may not conduct a "pat frisk" for any other purpose. The "pat frisk" is not to be confused with a search incident to arrest; the "pat frisk" is a pre-custodial search that is strictly limited for officer safety.

Consent Searches

- A search warrant is unnecessary if consent to the search is given. If a Rochester Police Officer conducts a search with consent, the consent shall be given to the officer *freely, knowingly, and voluntarily*.
- Rochester Police Officers shall not use tricks, duress, or misrepresentation in an attempt to get consent to search.
- Oral consent to search is sufficient; however, written consent should be obtained whenever possible. The following language shall be used for written consent:

5

CONSENT TO SEARCH

I, _____, having been informed of my constitutional right not to have a search made of my (premises) (automobile) (person) without a search warrant and of my right to refuse to consent to such a search, do hereby authorize _____ and _____ who have identified themselves to me as law enforcement officers, to conduct a complete search of my (premises) (automobile) (person) situated at (address or location _____). They are also authorized to remove any letters, papers, materials or other property which they may desire, and I understand that anything discovered may be used against me in a criminal proceeding.

This consent has been given by me freely, knowingly, and voluntarily and without threats or promises of any kind.

Date: _____

Signed: _____

Witness: _____ Witness: _____

Whenever possible, Rochester Police officers shall have non-police officers act as witness to the consent.

- A consent search does not require probable cause, only that an authorized individual give consent freely, knowingly, and voluntarily.

Who may give consent to search?

- A landlord, custodian, or manager can give valid consent to search that portion of the building not exclusively leased to the tenant.
- A tenant can validly consent to a search of his apartment for evidence against a landlord.
- An employer cannot give valid consent authorizing the search of an employee's desk or its contents or locker unless a waiver has been previously signed by the employee, but can consent to a search of other portions of the business premises not under the exclusive control of the employee.
- An employee cannot validly consent to the search of their employer's premises unless they are a managerial employee who exercises control over the premises such as a general manager, plant superintendent (or a director or president in the case of a corporation/defendant).
- Husband and wife. When a husband and wife each have equal right of possession and control of their property, either can give consent to search that will be valid against the other. If any property is forbidden to the other, consent cannot be given.
- Co-occupants. Consent of one co-owner or occupant is valid as to the other.
- A person to whom the owner lends a vehicle without restrictions as to use may be able to give consent to permit a search which will be valid against the owner.



IMPORTANT: Officers shall document who provides consent and why they relied on that consent. The person providing consent may limit the time and place of the search. The person giving consent may revoke consent at anytime. If they revoke consent, the officer(s) searching shall terminate their search immediately.

Crime Scene Searches

- The courts have recognized that under the Fourth Amendment, law enforcement officials may enter a location in an emergency. Rochester Police Officers do not need a warrant to enter a location when called to an assault or homicide scene to ascertain a victim's medical condition or to remove the body of a homicide victim. In addition, the Rochester Police may enter and search to determine whether the perpetrator remains on the premises. Officers shall not search any place that suspects could not conceal themselves.
- Once it has been determined that no suspect remains within a location, or a victim's medical condition has been determined (and they have been treated, as applicable), officers shall leave the location and secure it until a warrant or consent can be obtained.
- Rochester Police Officers shall not conduct a complete search without the consent of the owner/occupier or other exception without a valid search warrant.

Limits on the Exclusionary Rule

Good Faith

- If a Rochester Police Officer arrests a person on the basis of a statute which has not been declared unconstitutional at the time of arrest, then evidence seized in a search incident to the arrest will be admissible so long as the officer acted on the good faith belief that the statute was constitutional.
- If a police officer conducts a search in "good faith" reliance upon a statute that authorizes them to conduct a search, then evidence seized will be admissible so long as the officer acted on the good faith belief that the statute was constitutional.
- Additionally, the United States Supreme Court has recognized that the police officer may rely in good faith upon search warrants issued by the judiciary.

Inevitable Discovery

- The United States Supreme Court has held that the Fourth Amendment to the U.S. Constitution does not require suppression of illegally seized physical evidence if the evidence would have been inevitably seized by some legal means. The New Hampshire Supreme Court has not adopted a blanket rule permitting the introduction of this type of evidence, but does apply the principle.

Expectation of Privacy

- Courts have generally held that persons have no expectation of privacy from police surveillance when they engage in activities on public streets, in public parks, or in areas of buildings open to the public. A person has no expectation to privacy when they are in the back seat of a police cruiser. Generally, courts have held that there is no societally recognized expectation of privacy in a public place.

7

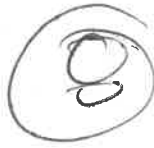
- There is no expectation of privacy in open fields. Open fields are those areas beyond the curtilage that a person owns. A person cannot enhance their expectation of privacy for open fields by posting the property with no trespassing signs.
- A citizen has no expectation of privacy over abandoned property.

SEARCH WARRANTS

All searches that do not fall within the exceptions noted above must be conducted using a search warrant. When a Search Warrant is used, officer's shall "knock and announce" their presence. ~~unless a "no knock and announce" warrant has been issued by the justice.~~ The "knock and announce" rule requires that officers knock and identify themselves and their purpose before demanding entry to execute a search warrant. After doing so, the police must wait a reasonable period of time for an occupant to respond before entering the premises. The purpose of this rule is protect people's rights to privacy in their homes and to prevent unnecessary violence that could result from unannounced entries

Application for a Search Warrant

- Rochester Police Officers may apply to a district, municipal or superior court judge for a warrant to search a certain person or premises for specifically listed property. The application must consist of a written affidavit that may be supplemented by testimony under oath before the judge. The affidavit and testimony must consist of statements of fact from which the judge can conclude that it is more probable than not that a crime is being or has been committed and that specified property, which is evidence relating to the commission of the crime, is now located where the applicant says it is located.
- Rochester Police Officers shall use the search warrant affidavit and application format dictated by the State when applying for a search warrant.
- If the judge determines that there is probable cause, they will issue the warrant.
- The search authorized should be made immediately; if property is found and seized, a return must be completed on the reverse side of the warrant and immediately filed in the proper court and in any case *not later than seven days* from the date of issuance.
- When a warrant is issued, only one copy will be given to the officer by the judge. The officer may photo copy the warrant. *A copy must be given to the person from whom or from whose property, items were seized.*
- Once issued, any police officer may conduct the search as directed to by the applicant.
- If the search is to take place outside the jurisdictional bounds of the City of Rochester, the Rochester Police Officer shall find a suitable assistant from the jurisdiction. A Rochester Police Officer may not be the officer in charge of the search outside the City of Rochester. The State Police do not have jurisdiction in municipalities exceeding 3,000 residents, therefore, they shall not be used by the Rochester Police Department as officers in charge of a search in any case that the population exceeds 3,000 or the population is unknown to the searching officers.



- It is both statutorily and constitutionally required that the search warrant particularly describe the property or articles to be seized. The following items may be seized:
 - ◆ property which is contraband,
 - ◆ property which is stolen, embezzled, or fraudulently obtained,
 - ◆ property designed or intended for use, or which is being or has been used as a means of committing a criminal offense, and
 - ◆ property which is evidence of the crime to which probable cause upon which the search warrant is issued relates, including “mere evidence”.
- A receipt for seized property shall be left with the owner/occupant or, in the owner/occupant’s absence; the receipt shall be conspicuously posted within the place searched by the Rochester Police Department.

Search Warrant v. Arrest Warrant

- A search warrant should not be treated as an arrest warrant. The following rules shall be adhered to:
 - Do not arrest in any case except on authority that is independent of the search warrant.
 - In deciding whether, when, and how to arrest an individual in whose possession goods mentioned in the warrant are found, follow the general rules with respect to the right to arrest without a warrant and the need to procure a warrant.
 - If probable cause to arrest an individual exists at the time a search warrant is procured, obtain a separate arrest warrant on the authority of that arrest warrant.

WHEN IN DOUBT, GET A WARRANT!

This directive shall be reviewed annually.

APPROVED: PAUL R. TOUSSAINT
 CHIEF OF POLICE

Policy Standard 1.3.1

Policy Standard 1.3.1 Use of Force to Accomplish Lawful Objectives/Non-Deadly Force

Synopsis of Changes: 12/22/2020

Pages 1 & 2 -

- Types of weapons
- Only those issued by the agency may be used
- Uses of tools, weapons objects or other non traditional means of defense, in the defense of themselves or a third party
- Use only amount of force reasonable to achieve the lawful objective
 - Inappropriate force will not be tolerated
 - Officers shall intervene when witnessing or being aware of another officer using excessive, unauthorized or unjustified force
 - Notify supervision as soon as reasonably possible
 - RPD Officers have duty to intervene any uses of excessive, unauthorized or unjustified force by members of other criminal justice organizations.



ROCHESTER POLICE DEPARTMENT

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

POLICY #: 1.3.1

SUBJECT: Use of Force to Accomplish Lawful Objectives/Non-Deadly Force

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.

PRELIMINARY: The value of human life is immeasurable in our society. Police Officers have been delegated the awesome responsibility to protect life and property and apprehend criminal offenders. The apprehension of criminal offenders and protection must at all times be subservient to the protection of life. The Officer's responsibility for protecting life must include his own. It is the policy of the Rochester Police Department that its members use only the amount of force that is reasonable and necessary to accomplish lawful objectives, while protecting the lives of the officers or others.

USE OF NON-DEADLY FORCE

1. Rochester Police Officers are justified in using non-deadly force upon another person when and to the extent that they reasonably believe it is necessary to effect an arrest or detention or to prevent the escape from custody of an arrested or detained person, unless they know that the arrest or detention is illegal, or to defend themselves or a third person from what they reasonably believe to be the imminent use of non-deadly force encountered while attempting to effect such an arrest or detention or while seeking to prevent such an escape. (RSA 627:5)

A. When force is authorized, officers will assess the incident to determine which non-deadly technique, or weapon will best de-escalate the incident and bring it under control safely. Less lethal weapons such as batons, oleoresin capsicum spray, , Taser, pepper ball launcher, less lethal shotguns, handcuffs, etc., that are issued by the department, after adequate training in their use, may be used or displayed under the following conditions.

1. To protect themselves or another from physical harm; or
2. When necessary to preserve the peace, prevent the commission of offense, or prevent suicide or self inflicted injuries; or
3. When making lawful arrests and searches, overcoming resistance to arrest or searches, and preventing escapes from custody.

B. Only those less-lethal weapons that are issued by the department are authorized for carry either on or off-duty. No other less-lethal weapon will be authorized for carry.

~~B. Flashlights and other tools issued by the Department may be used as defensive weapons only in extreme circumstances, and when other traditional department issued weapons cannot be used and would otherwise be authorized for use. If used, the officer must complete a Use of Force Report and clearly articulate the need to use the tool as a defensive weapon.~~

2

C. When circumstances necessitate, Rochester Police Officers may use whatever tools, weapons, objects or other non-traditional means of defense when department issued tools or weapons are unavailable for whatever reason, unable to be deployed, fail to operate, or are found to be ineffective in the defense of themselves or a third person against the use of force. If used, the officer must complete a report and clearly articulate the need to use the tool as a defensive weapon. *(from Less Lethal Policy)*

WHEN FORCE MUST END

A. Any force used under the above examples must be both reasonable and necessary, and as soon as resistance has ceased and the person is in secure custody, the use of force must cease.

B. Force shall never be used to “punish” a prisoner for resisting, or as a response to verbal insults, and may only be used to accomplish lawful objectives.

C. Officers of the Rochester Police Department shall utilize only the amount of force that is reasonably considered as necessary to achieve the lawful objective of the officer. The use of excessive or inappropriate force will not be tolerated. All department personnel shall intervene when they witness or are aware of another officer using excessive, unauthorized, or unjustified force and shall notify their direct supervisor as soon as reasonably possible.

D. Members of the Rochester Police Department also have the duty to intervene and report any uses of excessive, unauthorized or unjustified force by members of other criminal justice organizations.

APPROVED: PAUL R. TOUSSAINT
CHIEF OF POLICE

Policy Standard 1.3.1.1

Policy Standard 1.3.1.1 Use of Force Definitions.

Synopsis of Changes: 12/22/2020

Page 2

- Added definition of Chokehold

ROCHESTER POLICE DEPARTMENT

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

POLICY #: 1.3.1.1

SUBJECT: Use of Force Definitions

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.

1. **“Deadly Force”** means any assault or confinement which the actor commits with the purpose of causing or which he knows to create a substantial risk of causing death or serious bodily injury. Purposely firing a firearm capable of causing serious bodily injury or death, in the direction of another person, or at a vehicle in which another is believed to be, constitutes deadly force. (NH RSA 627:9)
2. **“Less-lethal force”** means any use of force that when used is less likely to cause serious bodily injury or death.
3. **“Deadly Weapon”** means any firearm, knife, or other substance or thing which, in the manner it is used, intended to be used, or threatened to be used, is known to be capable of producing death or serious bodily injury. (NH RSA 625:11)
4. **“Serious Bodily Injury”** means any harm to the body which causes severe, permanent, or protracted loss of or impairment to the health of or to the function of any part of the body. (NH RSA 625:11)
5. **“A reasonable belief that another has committed an offense”** means such belief in facts or circumstances which, if true, would in law constitute an offense by such person. If the facts and circumstances reasonably believed would not constitute an offense, an erroneous though reasonable belief that the law is otherwise does not make justifiable the use of force to make an arrest or prevent an escape. (NH RSA 627:5)
6. **“Reasonably necessary”** means an action is reasonably necessary when, based on facts and circumstances known to the officer at the time, a reasonable officer, without regard to underlying intent or motive, would conclude that the action was appropriate.
7. **“Immediate”** as defined by the Meriam Webster's Collegiate Dictionary: 4) occurring, acting, or accomplished without loss or interval of time, (1): near to or related to the present.
8. **“Imminent”** as defined by the Meriam Webster's Collegiate Dictionary: to project, threaten, or is ready to take place.
9. **“Injury”** as defined by the Meriam Webster's Collegiate Dictionary: an act that damages or hurts.
10. **“Use of Force”** is any level of the force continuum past verbal direction, to include perceived threats in which an Officer feels that a subject could possibly pose a threat, and a use of force tool is either used or displayed.
11. **“Critical Incident”** means any incident in which death or serious bodily injury results to any person from the application of deadly force or non deadly force which is caused by themselves or a third party,

②

and though the Officer was directly involved, he/she was not the cause of death or injury. This is also to include a serious incident in which an Officer is directly involved in an incident that could cause severe emotional stress.

12. **“Deadly Force Incident”** means an incident in which death or serious bodily injury results to any person from the application of deadly force by or against a law enforcement officer, or when death results from the application of non-deadly force by or against such officer.
13. **“Liaison Representative”** means a person designated by the head of the involved agency and approved by the Attorney General to provide logistical assistance to the deadly force investigation team and to update, as appropriate, the head of the involved agency on the status of the investigation.
14. **“Deadly Force Investigation Team”** means a group of officers, attorneys, or other persons with specialized training or expertise, designated by the Attorney General to conduct an investigation of a deadly force incident. The team may include a senior investigator and senior attorney from the Attorney General’s Office, investigators from other law enforcement agencies, members of State Police Major Crime Unit, and other persons expressly assigned by the order of the Attorney General to assist in the investigation.
15. **“Subject”** any person killed or who received serious bodily injury as a result of the application of force by a law enforcement officer during, or as a result of a deadly force incident, including a person who commits suicide or attempts to commit suicide during the incident.
16. **“Chokehold”** the application of any pressure to the throat, windpipe, or neck, which prevents or reduces intake of air, or oxygen to the brain. (NH RSA 627:5)

APPROVED: PAUL R. TOUSSAINT
CHIEF OF POLICE

Policy Standard 1.3.2

Policy Standard 1.3.2 Use of Deadly Force

Synopsis of Changes: 12/22/2020

Pages 1& 2

- Prohibits use of Chokeholds – except in circumstances where application of deadly force would be lawful and authorized by Department policy.
- Use only amount of force reasonable to achieve the lawful objective
 - Inappropriate force will not be tolerated
 - Officers shall intervene when witnessing or being aware of another officer using excessive, unauthorized or unjustified force
 - Notify supervision as soon as reasonably possible
 - RPD Officers have duty to intervene any uses of excessive, unauthorized or unjustified force by members of other criminal justice organizations.

①

ROCHESTER POLICE DEPARTMENT

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

POLICY #: 1.3.2

SUBJECT: Use of Deadly Force

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.

PRELIMINARY: The value of human life is immeasurable in our society. Police Officers have been delegated the awesome responsibility to protect life and property and apprehend criminal offenders. The apprehension of criminal offenders and protection must at all times be subservient to the protection of life. The Officer's responsibility for protecting life must include his own. It is the policy of the Rochester Police Department that its members use only the amount of force that is reasonable and necessary to accomplish lawful objectives, while protecting the lives of the officers or others.

Use of Deadly Force

A. This section defines the legal use of deadly force by officers of the department.

B. Equipment is issued to sworn officers for self-defense and protection of the public, recognizing that in the performance of their duties they may have to deal with dangerous persons who place them in life-threatening situations.

C. A sworn officer may use deadly force only when he/she reasonably believes that:

1. The use of deadly force may be necessary to prevent imminent death or serious bodily injury to the officer or another person.

2. If the suspect is in immediate flight from a crime involving serious bodily injury, death, or the use of deadly force by the suspect; **AND** The suspect poses a significant threat to the officer or another through his **immediate capability to continue the use of deadly force with a deadly weapon as defined by NH RSA 625:11-V Deadly Weapon** unless apprehended without delay.

3. The use of "chokeholds" as defined in Policy # 1.3.1.1 Use of Force Definitions is considered deadly force and is strictly prohibited by officers of the Rochester Police Department except in circumstances where the application of deadly force would be lawful and authorized by department policy.

D. Before using deadly force against another person, the officer should, **IF FEASIBLE**;

1. Make a reasonable effort to advise the person that s/he is law enforcement officer.

2. Give warning that s/he is going to shoot before doing so.

2

E. As used in this policy, "reasonable belief" means when facts or circumstances the officer knew or should know, if true, would in law constitute an offense justifying the use of deadly force. *For example*, if an officer encounters an armed individual; who makes clear (either by actions or words) of his/her intent to cause imminent threat to a life (either to the officer or innocent bystanders), the Officer would have a "reasonable belief" that he/she would be justified in the use of deadly force in preventing said actions from occurring.

F. Deadly weapons shall not be used if other, less drastic means of apprehension are possible. Where firearms are used, officers shall exercise reasonable caution to avoid injury to innocent person they are not seeking to apprehend.

G. No distinction shall be made relative to the age, sex or race when defending against deadly force. Self-defense and imminent threat to life shall be the only policy guideline utilized for employing deadly force.

WHEN FORCE MUST END

A. Any force used under the above examples must be both reasonable and necessary, and as soon as resistance has ceased and the person is in secure custody, the use of force must cease.

B. Force shall never be used to "punish" a prisoner for resisting, or as a response to verbal insults, and may only be used to accomplish lawful objectives.

C. Officers of the Rochester Police Department shall utilize only the amount of force that is reasonably considered as necessary to achieve the lawful objective of the officer. The use of excessive or inappropriate force will not be tolerated. All department personnel shall intervene when they witness or are aware of another officer using excessive, unauthorized, or unjustified force and shall notify their direct supervisor as soon as reasonably possible.

D. Members of the Rochester Police Department also have the duty to intervene and report any uses of excessive, unauthorized or unjustified force by members of other criminal justice organizations.

APPROVED: PAUL R. TOUSSAINT
CHIEF OF POLICE

Policy Standard 42.1.1.4

Policy Standard 42.1.1.4 Investigations, Willful Concealment
[shoplifting] Complaints

Synopsis of Changes: 12/22/2020

Page 1

- Suspects may be released on hand summons at scene, after verifying criminal record, bail conditions etc.

ROCHESTER POLICE DEPARTMENT

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

POLICY #: 42.1.1.4

SUBJECT: Investigations, Willful Concealment [Shoplifting] Complaints

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 for the investigation of shoplifting complaints within the Rochester Police Department.

1. PROCEDURE

A. Officers confronting suspects who are being detained by a merchant for the offense of willful concealment and who have probable cause to believe that the person has committed the offense of willful concealment the officer may arrest the suspect without a warrant (pursuant to 627:8-a, III). ~~and transport to the station for processing and bail.~~ The officer may decide to release the suspect on a hand summons to appear in court (summons pursuant to RSA 594:14) if a misdemeanor, but must review their criminal record, current bail conditions, etc. first—to determine if arrest/bail is more appropriate. If released on a hand summons, the officer will take a photo of the suspect with their department issued phone, so it can be uploaded to the arrest report. ~~Unless extenuating circumstances would dictate otherwise and approved by the shift supervisor, officer should be taking custody of each person and bringing them back to the station for booking and bail.~~

B. The following suspects of willful concealment shall always be brought to the station for processing and bail:

1. Willful Concealment that involves a felony.

C. All juveniles are to be brought to the station and released to a parent or legal guardian.*

- Unless a parent or legal guardian are on scene, in which case the juvenile may be released on scene to them.

~~*NOTE— For 17 year old shoplifters, although charged as an adult, they will need to be brought to the station as a juvenile and released to a parent or guardian.*~~

APPROVED: PAUL R. TOUSSAINT
 CHIEF OF POLICE

5. NEW BUSINESS:

Three-Year PT Test Requirement: Discussion

THE LAW

NH POLICE STANDARDS & TRAINING COUNCIL CONFIRMATION OF NOTIFICATION OF NH STATE LAW RSA 106-L:6

PART 1 - MEDICAL REQUIREMENT: You are herein notified that as of January 1, 2001 and thereafter, New Hampshire State Law (RSA 106-L:6 VII) requires that all police, state corrections, and probation-parole officers hired after that date, as a condition of continued certification and employment, must furnish the Police Standards & Training Council every 3 years with a certificate from a licensed physician, physician's assistant, or registered nurse practitioner who has conducted a medical examination of the officer according to protocols adopted by the Council, certifying that in the opinion of the examiner the officer is physically capable of participating in the Council's physical fitness test.

PART 11 - PHYSICAL FITNESS REQUIREMENT: You are herein notified that as of January 1, 2001 and thereafter, New Hampshire State Law (RSA 106-L:6 IX) requires that all police, state corrections, and probation-parole officers hired after that date, as a condition of continued certification and employment, every 3 years during their law enforcement careers must pass a physical performance test, administered by their department or by the Police Standards & Training Council, according to protocols adopted by the Council.

CURRENT CONTRACT

- F. All full time certified employees that score at or above the 50th percentile based upon the age specific Cooper Aerobics Institute Standards in all three physical fitness requirements shall be entitled to one additional personal day to be used in the calendar year earned. Employees shall only be eligible for the extra personal day once every three calendar years in accordance with state requirements for recertification.

DISCUSSION

- Only five of the current FT certified members were hired before this legislation was enacted
- Fifty-Three current certified members, (and any new hires) are required to maintain this standard.
- Current contract allows for one additional personal day earned, once every three years, for scoring above the 50th percentile in accordance with state requirements for certification
- Seeking Commission's authorization to grant the additional personal day to all FT certified members, once every three years, for scoring above the 50th percentile in accordance with state requirements for certification.

**PATROL DIVISION
MONTHLY REPORT
December 2020**

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

RPOA: Lt. Bossi was not able to attend the December meeting due to a scheduling conflict. Lt. Bossi was not contacted or made aware of any issues, concerns or questions by the members. The next RPOA Zoom meeting will be on January 7, 2021 at 8am.

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

K-9: This month the Rochester K-9 unit responded to a total of five calls for service. Four were tracks and one was a drug search. All of the calls were in Rochester. Of the four tracks, three were finds at the end. The drug search was just an area search of the railroad tracks after a foot pursuit to make sure the subject didn't throw paraphernalia. None were found.

CompStat: Traffic stops have increased significantly from last month, as well as from this same month last year. Locations of traffic stops remain on the highly travelled roads, as well as some of the side-streets scattered throughout the downtown area. Traffic crashes decreased slightly and DUI crashes are generally consistent with prior months. Of the DUI crashes, two identified as having come from local restaurants, and Liquor Enforcement was made aware.

Shoplifting has increased significantly. The majority of the shoplifting incidents are from Walmart, which has added police details to their apprehension strategy for the season. It is difficult to say whether the increased reporting is due to an increase in shoplifting activity or improved detection. Thefts from motor vehicles has increased with a concerning trend: A highly skilled theft ring has been identified as operating in this area to include surrounding communities. The tactics of these individuals differs from what we have historically seen in that they target identity documents regardless of whether or not a vehicle is locked. Information remains consistently distributed to officers in hopes of catching or deterring the activity. There has also been a recent increase in thefts of scrap metals – and burglaries where copper piping was stolen – which continues to be monitored.

The majority of the drug-related arrests were when drugs were found during a search incident to arrest for a separate charge. The disparity between the possession reports and arrests exists largely due to the strategy being employed by the POP unit.

Violent crimes remain relatively low, and despite an increase in robberies, they are down slightly year to date. No significant trends were uncovered involving domestic violence.

Respectfully submitted,

Captain Jason Thomas

Rochester Police Department

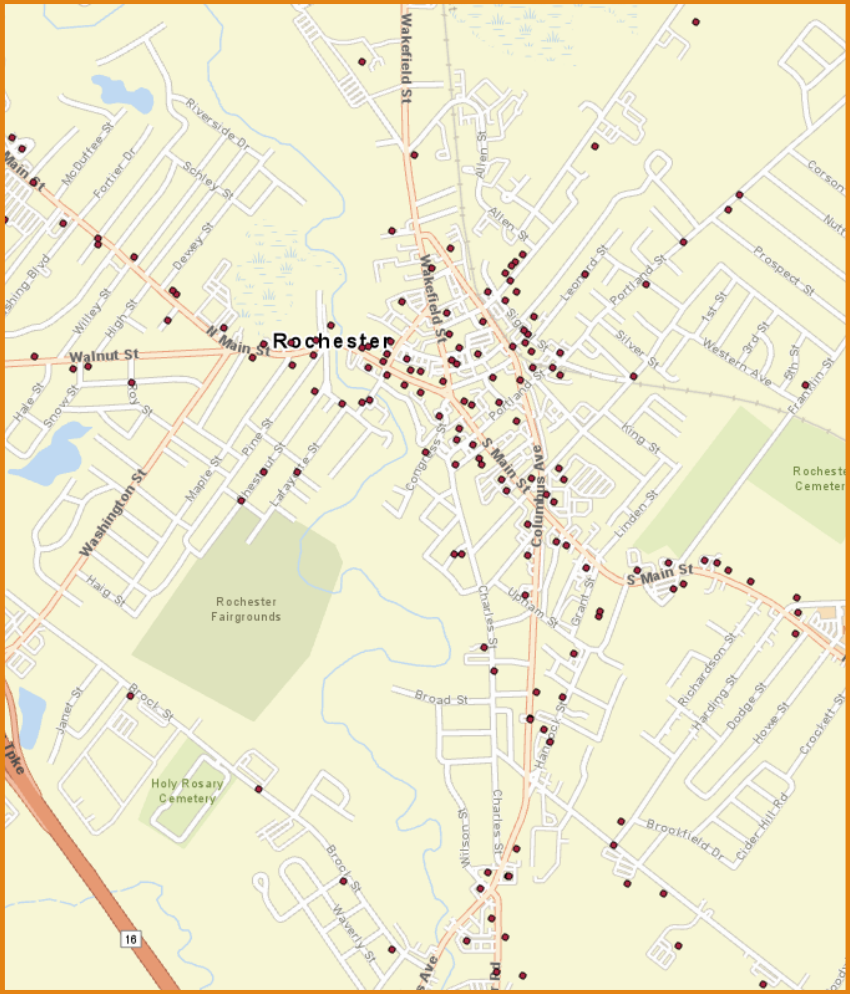
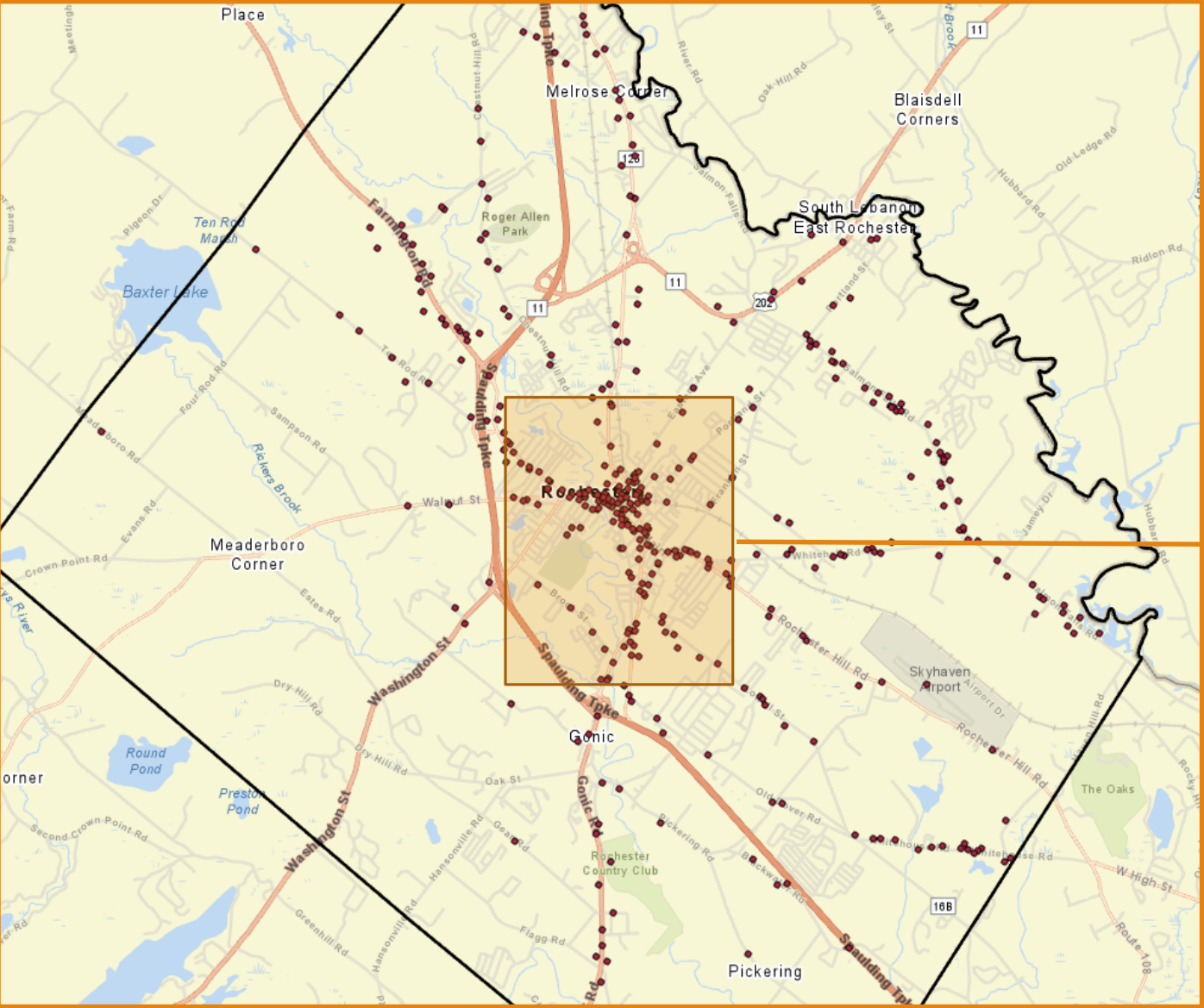
November 2020 Comp Stat Report



Field Activities

Specific Crimes	Nov-20	Nov-19	% Change	Oct-20	% Change	Sep-20	YTD 20	YTD 19	% Change	YTD 18
Traffic Stops	836	555	51%	330	153%	436	5030	4949	2%	7654
Arrests from Stops	35	32	9%	22	59%	11	194	252	-23%	311
Summons	24	9	167%	5	380%	8	180	204	-12%	470
Warnings	747	494	51%	294	154%	394	4501	3900	15%	6598
No Action	28	14	100%	8	250%	12	119	161	-26%	213
Accidents	73	102	-28%	81	-10%	91	907	1011	-10%	978
Summons from ACs	0	6	-100%	1	NULL	0	12	37	-68%	32
Arrests from ACs	3	6	-50%	8	-63%	4	54	52	4%	50
Field Interviews	8	3	167%	12	-33%	20	143	93	54%	129
DWI	7	13	-46%	10	-30%	11	78	103	-24%	72
<i>Narcotics</i>	2	4	-50%	3	-33%	6	30	28	7%	18
<i>Alcohol</i>	5	9	-44%	7	-29%	5	48	75	-36%	54
DWI from Accidents	4	5	-20%	5	-20%	5	30	34	-12%	24

Traffic Stops



Traffic Stop Breakdown

- 836 Total traffic stops
 - 35 Arrests
 - 27 – traffic offense related
 - 5 Capias/Bench Warrant related
 - 3 – On-view offense related
 - 24 - Summons
 - 747 - Warnings
 - 28 - No Action

High Volume Roads/Days

street	day	Total
SALMON FALLS RD	Tuesday	14
	Wednesday	14
	Monday	11
	Friday	10
	Saturday	10
	Sunday	7
	Thursday	3
SALMON FALLS RD Total		69
NORTH MAIN ST	Sunday	19
	Saturday	16
	Wednesday	8
	Tuesday	6
	Friday	6
	Monday	5
	Thursday	3
NORTH MAIN ST Total		63
SUMMER ST	Wednesday	21
	Friday	18
	Monday	6
	Sunday	5
	Thursday	4
	Saturday	2
	Tuesday	1
SUMMER ST Total		57
SOUTH MAIN ST	Wednesday	15
	Saturday	13
	Tuesday	11
	Monday	6
	Sunday	6
	Thursday	1
	Friday	1
SOUTH MAIN ST Total		53
WHITEHALL RD	Wednesday	14
	Saturday	9
	Thursday	6
	Monday	6
	Tuesday	5
	Friday	4
	Sunday	4
WHITEHALL RD Total		48

Motor Vehicle Crashes

- **73 total crashes**

Down slightly from the previous month

- **4 Arrests**

- 3 DWI arrests

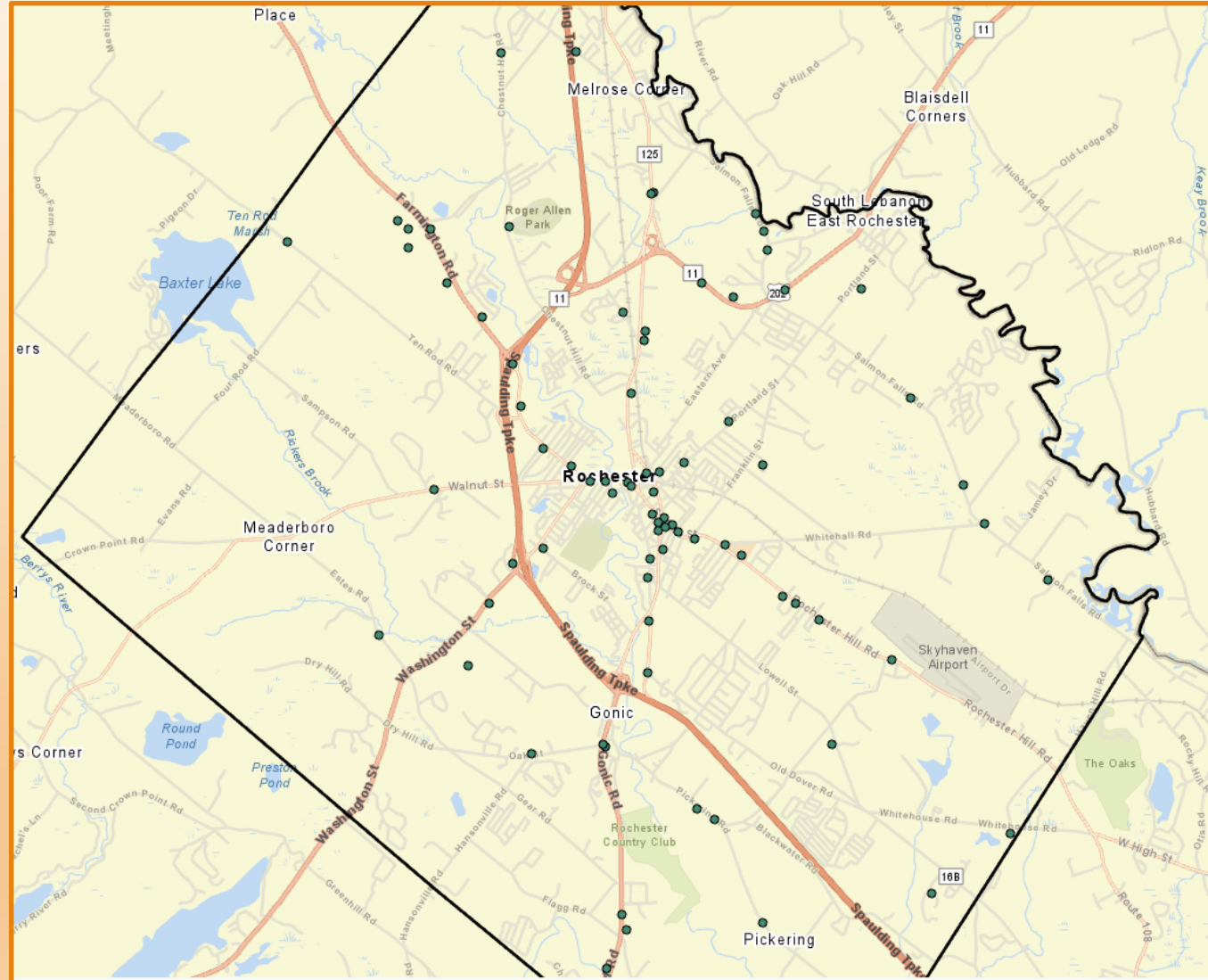
- 1 arrest other charge

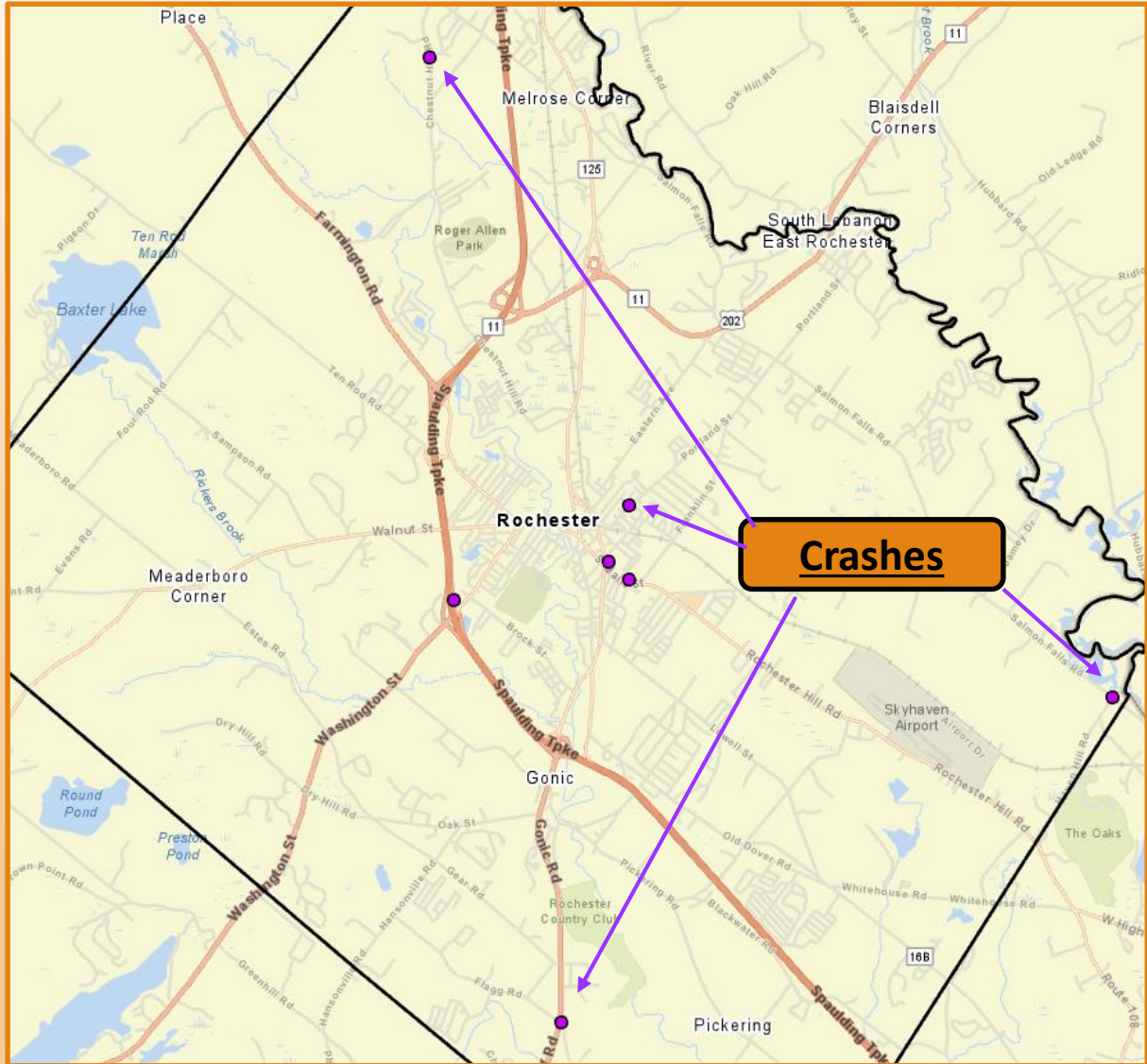
- 15 Parking lot crashes

- 21 Hit & Run crashes

High Volume Roads/Days

Event Address	Day	Total
FARMINGTON RD	Friday	3
	Wednesday	3
	Monday	2
	Thursday	2
	Tuesday	1
	Saturday	1
	Sunday	1
FARMINGTON RD Total		13
SALMON FALLS RD	Saturday	3
	Sunday	2
	Monday	2
	Friday	1
	Tuesday	1
SALMON FALLS RD Total		9
SOUTH MAIN ST	Monday	2
	Thursday	2
	Wednesday	1
SOUTH MAIN ST Total		5
NORTH MAIN ST	Friday	2
	Wednesday	1
	Sunday	1
	Tuesday	1
NORTH MAIN ST Total		5
MILTON RD	Friday	2
	Wednesday	2
	Tuesday	1
MILTON RD Total		5
GONIC RD	Wednesday	2
	Monday	1
	Tuesday	1
GONIC RD Total		4





DWI Incidents

- 7 Total Incidents
 - 4 Crashes (3 Alcohol/1 Drug)
 - 2 Traffic Stops
 - 1 Welfare Check
- 2 Drug / 5 Alcohol related incidents
- 6 Arrests

Property Crimes

All Incident Reports												
Specific Crimes	Nov-20	Nov-19	% Change	Oct-20	% Change	Sep-20	YTD-20	YTD 19	% Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Burglary	9	4	125%	4	125%	6	52	93	-44%	12%	15%	63
Shoplifting	59	11	436%	37	59%	27	259	189	37%	62%	82%	165
Theft from a Building	3	22	-86%	10	-70%	8	117	178	-34%	19%	28%	185
Theft from M/V (including Parts)	21	27	-22%	11	91%	12	107	227	-53%	0%	4%	104
All Other Theft	14	10	40%	25	-44%	22	178	164	9%	5%	7%	130
M/V Theft	7	2	250%	4	75%	10	48	32	50%	10%	18%	36
Vandalism	51	28	82%	39	31%	27	399	358	11%	22%	28%	338
Total Property	164	104	58%	130	26%	112	1160	1241	-7%	20%	28%	1021
Arrests												
Specific Crimes	Nov-20	Nov-19	% Change	Oct-20	% Change	Sep-20	YTD-20	YTD 19	% Change			YTD 18
Burglary	2	1	100%	0	0%	0	6	18	-67%			11
Shoplifting	45	10	350%	24	88%	7	161	186	-13%			151
Theft from a Building	0	12	-100%	0	0%	0	22	55	-60%			21
Theft from M/V (including Parts)	0	0	0%	0	0%	0	0	9	-100%			4
All Other Theft	1	0	0%	1	0%	0	9	9	0%			28
M/V Theft	1	0	0%	1	0%	0	5	6	-17%			8
Vandalism	9	10	-10%	7	29%	6	88	133	-34%			105
Total Property	58	33	76%	33	76%	13	291	416	-30%			328

Drug Incidents

Overdoses/Fatalities by Year



All Incident Reports

Specific Crimes	Nov-20	Nov-19	% Change	Oct-20	% Change	Sep-20	YTD-2020	YTD 2019	% Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Possession	24	12	100%	17	41%	25	166	136	22%	49%	82%	158
Drug Events	15	4	275%	12	25%	18	103	117	-12%			52
Overdoses	5	7	-29%	9	-44%	9	89	111	-20%			138
Fatal Overdoses	3	3	0%	0	0%	1	14	17	-18%			12
Total Drug	47	26	81%	38	24%	53	372	381	-2%			360
Arrests												
Specific Crimes	Nov-20	Nov-19	% Change	Oct-20	% Change	Sep-20	TYD-20	YTD 19	% Change			YTD 18
Possession	11	9	22%	8	38%	16	82	112	-27%			141

Violent Crimes

All Incident Reports												
Specific Crimes	Nov-20	Nov-19	%Change	Oct-20	%Change	Sep-20	YTD 20	YTD 19	%Change	YTD 2020 Closure Rate	YTD 2019 Closure Rate	YTD 18
Homicide	0	0	0%	0	0%	2	4	0	NULL	0%	0%	2
Robbery	2	2	0%	2	0%	6	19	11	73%	53%	64%	15
Aggravated Assault	2	3	-33%	0	0%	1	25	55	-55%	56%	60%	69
<i>from DV*</i>	1	1	0%	0	NULL	0	13	18	-28%	85%	78%	35
Simple Assault	18	22	-18%	35	-49%	29	355	349	2%	47%	62%	432
<i>from DV*</i>	9	8	13%	15	-40%	11	178	172	3%	67%	74%	231
Total Violent	22	27	-19%	37	-41%	38	403	415	-3%	39%	96%	518
Arrests												
Specific Crimes	Nov-20	Nov-19	%Change	Oct-20	%Change	Sep-20	YTD 20	YTD 19	%Change			YTD 18
Homicide	0	0	0%	0	0%	0	0	1	-100%			0
Robbery	1	2	NULL	2	-50%	2	10	7	43%			8
Aggravated Assault	1	1	0%	0	0%	0	14	33	-58%			42
<i>from DV*</i>	1	1	0%	0	NULL	0	11	14	-21%			19
Simple Assault	8	12	-33%	11	-27%	12	166	215	-23%			211
<i>from DV*</i>	6	6	0%	9	-33%	8	119	127	-6%			113
Total Violent	10	15	-33%	13	-23%	14	190	256	-26%			261

Domestic Violence Related Calls

November 2020

Misdemeanor – 18

Felony - 3

90F* - 16

2020 Monthly Comparison

2020 Monthly Comparison



* denotes Domestic Disturbance

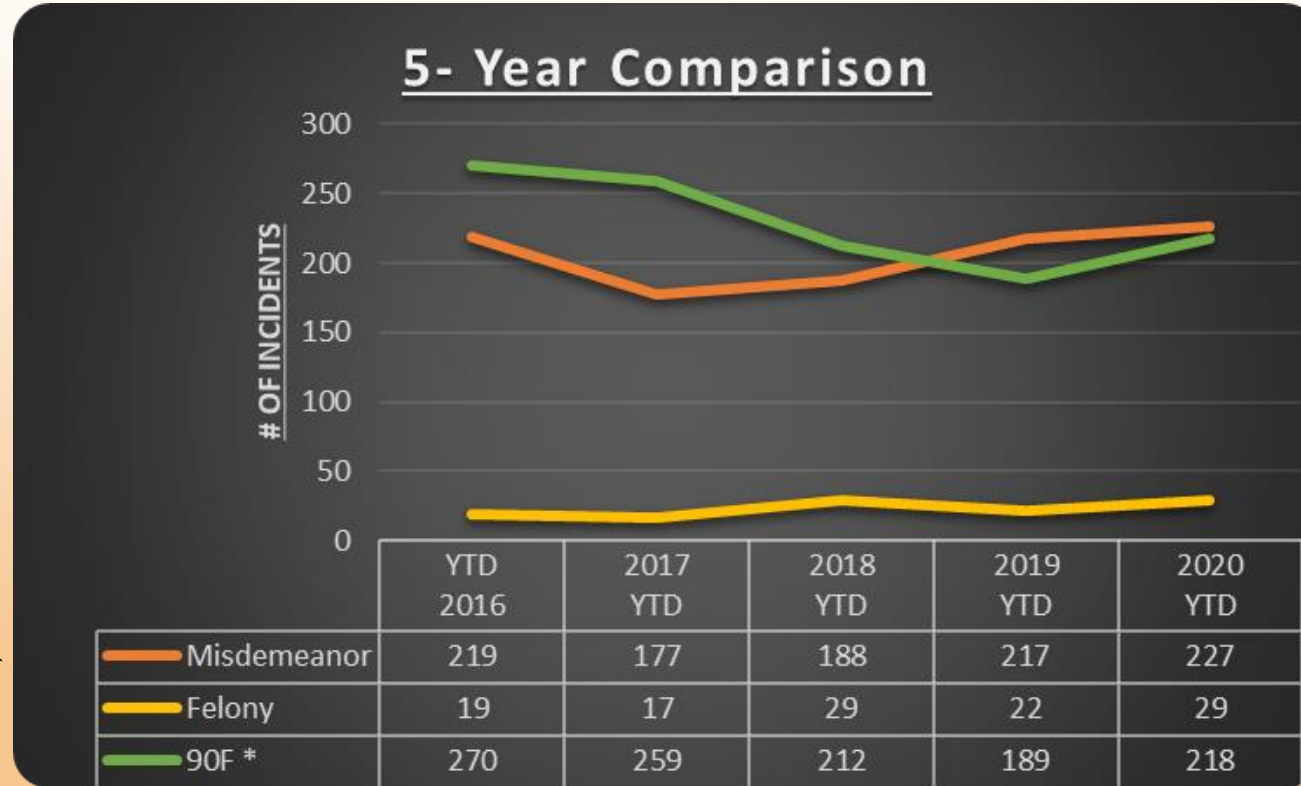
3-Year Comparison

3 Year Comparison



* denotes Domestic Disturbance

Domestic Violence Related Calls, (cont.)

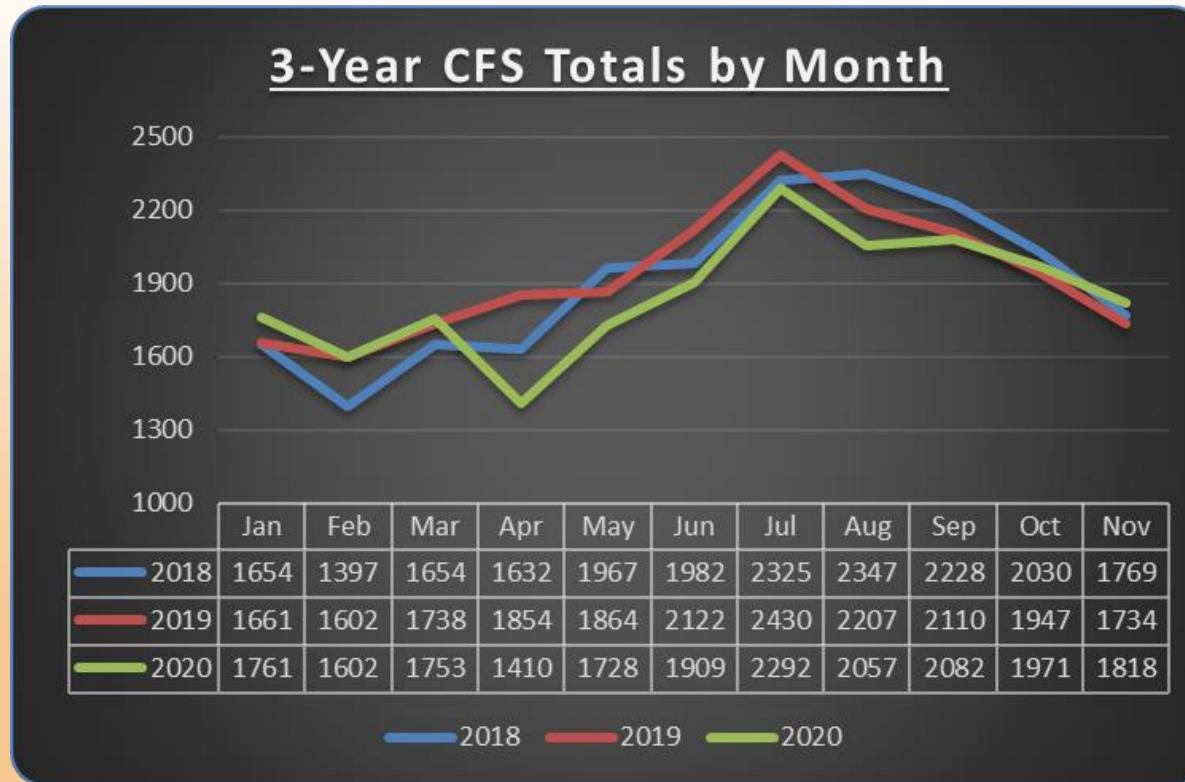


* denotes, Domestic Disturbance

Threshold

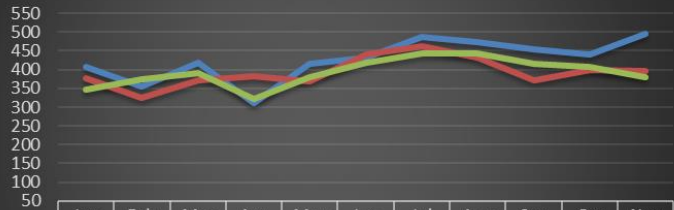
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	85	69-100	73	Normal
Traffic Stop	727	376-1079	836	Normal
DWI	7	5-10	7	Normal
Robbery	2	0-3	2	Normal
Aggravated Assault	5	3-8	2	Moderately Low
Simple Assault	38	29-46	18	Very Low
Burglary	8	4-12	9	Normal
Shoplifting	24	15-33	59	Very High
Theft from Building	17	10-24	3	Very Low
Theft from MV	15	7-24	21	Normal
MV Theft	3	1-5	7	Moderately High
Vandalism	35	27-43	51	Moderately High
Possession	16	10-21	24	Moderately High
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	45	35-55	22	Very Low
Property	120	92-148	164	Moderately High

Calls for Service 2018 v 2020



Calls for Service by Priority

Priority 1 CFS 3-Year Comparison by Month



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
2018	407	354	418	312	415	431	486	473	453	441	495
2019	376	325	372	383	368	440	463	433	371	399	395
2020	348	375	392	322	381	417	444	444	416	406	379

2018 2019 2020

Priority 2 CFS 3-Year Comparison by Month



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov
2018	757	666	795	871	984	967	1114	1202	1136	1013	800
2019	812	750	874	914	964	1093	1198	1133	1131	993	844
2020	896	770	871	731	838	933	1069	1037	1102	1021	929

2018 2019 2020

Priority 3 CFS 3-Year Comparison by Month

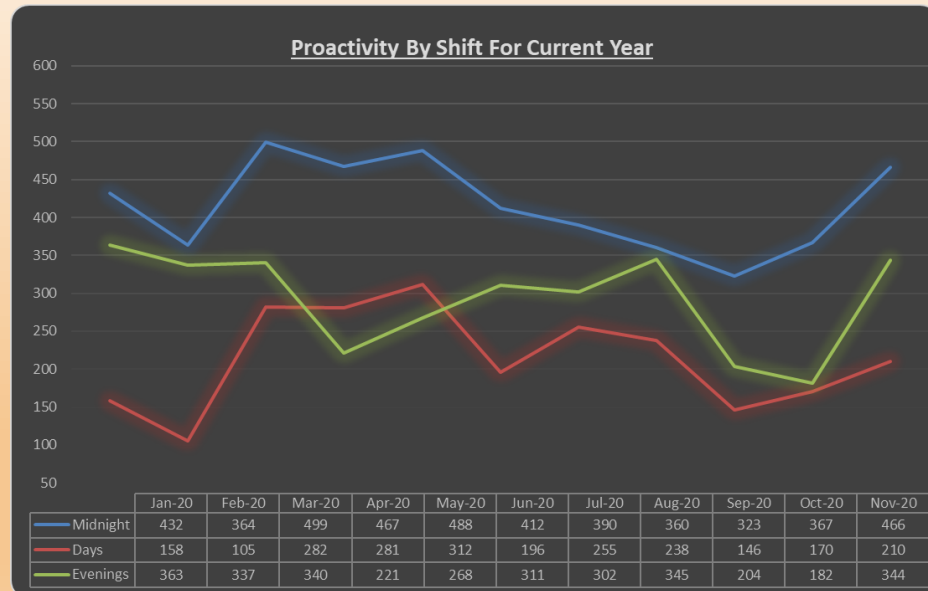


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov
2018	490	377	441	449	568	584	725	672	639	576	474
2019	473	441	492	557	532	589	769	641	608	555	495
2020	517	457	490	357	509	559	779	576	564	544	510

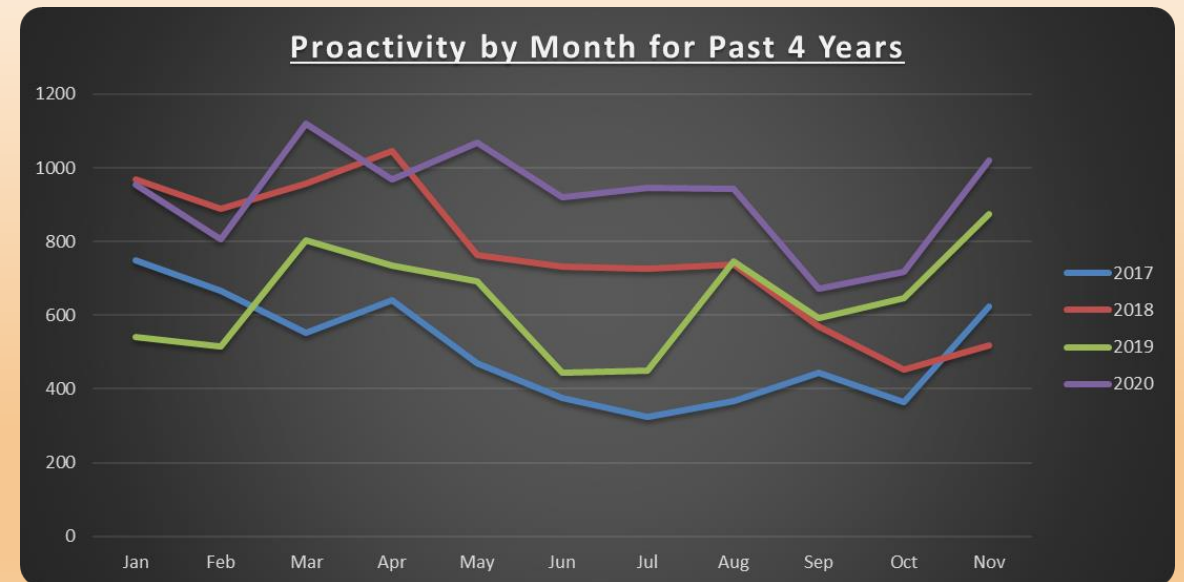
2018 2019 2020

Proactive Hours by Shift

November 2020



4-year Comparison by Month



SERVICE
BEFORE
SELF



**SUPPORT SERVICES DIVISION
MONTHLY REPORT
DECEMBER 2020**

INVESTIGATIVE SERVICES BUREAU (ISB):

- 37 TOTAL CASES SENT TO ISB FROM PATROL OR DETECTIVE GENERATED
- 82 TOTAL CASES BEING INVESTIGATED CURRENTLY
- 0 cases presented at Grand Jury
- 0 true bills
- 4 phones analyzed with Cellebrite
- There were 4 callouts during this period (Arson, 2 OD Deaths and 1 untimely death)
- 0 Evidence callouts
- 0 Polygraph examinations
- 1 Background investigations
- 0 Sexual offender compliance checks
- 5 Pawn shop compliance checks

EVIDENCE:

- Number of pieces taken in: 577
- Number of pieces returned: 91
- Number of pieces destroyed: 113

COMMUNITY ENGAGEMENT OFFICER (CEO) and POP UNIT:

- The CEO/POP Unit continues to problem solve trouble areas and work with the community to create a better quality of life.
- Community events have been minimal, but Officer Danie still stays engaged through business and community contacts.
- The team works constantly with the homeless population to provide services and get shelter during the cold months.
- We have created many positive relationships in this community as well as others to further our purpose. Some of the highlights for the month include the following:
 - Distributing Food Boxes to Housing Properties.
 - Worked with RPBA and Walmart to deliver gifts and a tree to a struggling family.
 - Officer Danie attended a holiday event at the legion.
 - The Unit increased patrols at the local shopping areas during the holiday shopping rush. This was to deter theft, accidents and interact with store staff and the public. This included a presence in the downtown through foot and enforcement patrols.
- The POP Unit was very proactive in addressing other areas of concern in the City. This activity includes:
 - Search warrants for drugs and guns
 - Worked with many landlords to clean up problem areas and continue to find solutions to issues.
 - The unit adjusted their hours and work schedule to work a small rash of thefts from vehicles.

- Worked with the owners of a local business to help with a theft they had been dealing with.
- Worked various operations with the MET Team, DEA, Rock County Sheriff Office, Nashua POP Unit, Strafford County Sheriff's Office and Sanford Police Detectives as well as Code Enforcement and Fire Department.
- Worked some cases with Patrol

COMMUNICATION CENTER - DISPATCH:

- The PD and FD Radio cut over went fairly smooth – the FD is not entirely cut over until a final piece of equipment comes in. Besides a few minor issues being worked through everything is running smoothly and clear.
- The Mobile Dispatch Center has been ordered by the Deputy Chief. Once that arrives, it will go to 2 way for outfitting. We have had a few meetings with 2 way where we have discussed the necessary equipment needed for the trailer.
- Rapid SOS has rolled out in the Center – we are now able to receive the 911 ping when 911 receives it. This will assist us in any 911 pings of phones on suicidal subjects, hang-ups, etc.
- New Camera system is now being utilized and we have been monitoring the new camera system. There was a brief training on use of the system and viewing/downloading video
- We held interviews for our open position on Wednesday, December 30th and have made an offer to one of the applicants. A second applicant will be kept on file
- Christmas for our Project Good Morning members was a success! Although we were unable to have the usual gathering, we were able to donate gifts to each of the members and Granite Steak and Grille was kind enough to donate a meal for each of the members.
- We are exploring the expansion of the third floor for the future dispatch center to accommodate the call volume our department takes in between FD, PD and EMS.

ADULT PROSECUTION

- Due to limitations in operations being imposed/mandated by the Court, adult prosecution has been working in a reduced capacity, however they have begun doing more in person.

JUVENILE PROSECUTION/ SCHOOL RESOURCE OFFICERS/ EXPLORERS

Juvenile Prosecution: The below numbers are not typical as a result of the reduction of cases being presented by the Court

New cases:

9 Petitions
 1 Diversion
 0 CHINS
 0 Motions To Impose Suspended Sentences
 0 Motions to Bring Forward a Diversion Agreement for Sentence
 1 Completed investigation
 1 Show Cause/Case Status Hearing
 0 Emergency Placement AND/OR Arraignment
 8 Arraignment (set for trial)
 0 Arraignments (resolved with a plea)
 2 Arraignment rescheduled, MTC, FTA
 3 Review hearings
 1 Violation hearings

2 Trials resolved with a plea
0 Trials with True (guilty) verdict
2 Trials either FTA or MTC
0 Dispositional Hearing
1 Competency Hearing
0 Motion Hearing

Completed Investigation District Courts Cases:

- 1 Motions to Impose
- 1 Motion to Bring Forward

MISC

- 28 hours: doing District Court/Prosecution work typically done by an Administrative Assistant

SRO highlights: ****All schools went to remote learning this month due to Covid restrictions****

High School: Officer Jackson

- The staff and students present in the building is between 150-200 students per day.
- Officer Jackson provided a medical assist for a student having a seizure
- provided legal assistance/information for guidance and an assistant principal
- took part in a student driven interview for the Criminal Justice Program
- dealt with several unruly students that did not result in an arrest
- Criminal Trespass arrest
- participated in physical education classes with BCA students

Middle School: Sgt. Deluca

- The number to staff and students at the Middle School is similar to the High School.
- Helped with returning students items left at school at shut-down
- worked with 68 hours of hunger program
- worked with guidance and DCYF regarding investigations
- several in-home checks on at risk youth who are not attending school
- dealt with issues with students still at school during remote-learning
- transported 150 food bags from food pantry
- rode the bus several times to investigate complaints made
- dressed as Santa for kids with extreme disabilities at school
- assisted new Farmington SRO with setting up his program

Elementary School (9): Officer Porfido

- Officer Porfido was re-assigned to Patrol when the schools went to remote learning.
- Every Wednesday Officer Porfido still teaches LEAD at St. Elizabeth Seton School, as they are not remote, and spends the day visiting the other elementary schools as they still have a limited number of students and staff not doing remote learning.
- Assisted School St School for a DCYF incident
- Assisted principal at Chamberlain St School regarding a parent/student issue
- Assisted Sgt. Deluca with an issue at RMS
- Has been working at serving the dog summons with ACO Paradis.

Explorer Post: Officer Jackson

- No meetings with Explorers due to Covid-19 restrictions

DIVERSION PROGRAM/TEEN DRUG COURT

- The official roll out of the Juvenile Probation Transformation is scheduled and Staff will be presenting with state partners on the “why, how and who” will be involved in the transformed juvenile justice process. Legislation is being tweaked for introduction on the legislative floor in February, and Rochester is scheduled in the first phase of roll out, January 2022.
- Staff continues to work with Strafford County Diversion Program as they work on hiring a new Coordinator and transitioning services.
- Staff has trained Farmington PD in how to run their Diversion program and setting up their jury panel and processes, so they are ready to start seeing cases in their new program come January.
- Staff continues to work on an on-line training series for Diversion programs across the State and for our jurors. These modules will include cultural awareness and sensitivity pertaining to juvenile justice and juvenile law confidentiality and ethics.
- Staff has continued to work on the Service to Science: Evidence-Based designation and has started collaborations with other states on how they handle their Diversion cases (SDakota/Nebraska/Ohio/Michigan).
- Staff has been invited to join the State-wide “NH Race and Equity LE/CJ Workgroup” to discuss NH’s position and responsibilities in changing the landscape in juvenile justice as well as law enforcement on a whole.
- Staff continues to work with the CP Unit and Rec Dept. on community events—trying to boost morale and keep community relations connected. Staff worked on the St Charles Home celebration, City Poker Walk and is working with Rec on event ideas for the New Year that are COVID responsible.

HOUSING:

- There were only 14 Police related calls for service for the month. We attribute this to the increased presence both Officer Mundy and Sgt. Babine, who have been at the various housing locations at various time. Officer Mundy has also been varying his shifts to deter activity in the buildings after hours.
- Officer Mundy was able to locate a trespasser in a stairwell that was removed from the building. This has been an occurrence as the weather gets cold. We will continue to monitor this throughout the winter
- Housing Officers, POP Team, RPD Administration and Housing Staff all delivered food boxes to the housing locations. This was made possible by NH Gather and Rotary.
- There were 10 background checks performed for potential new applicants.

Respectfully Submitted,

Captain Todd Pinkham
Support Services Division

ADMINISTRATIVE MONTHLY REPORT

December 2020

Financial/Purchasing

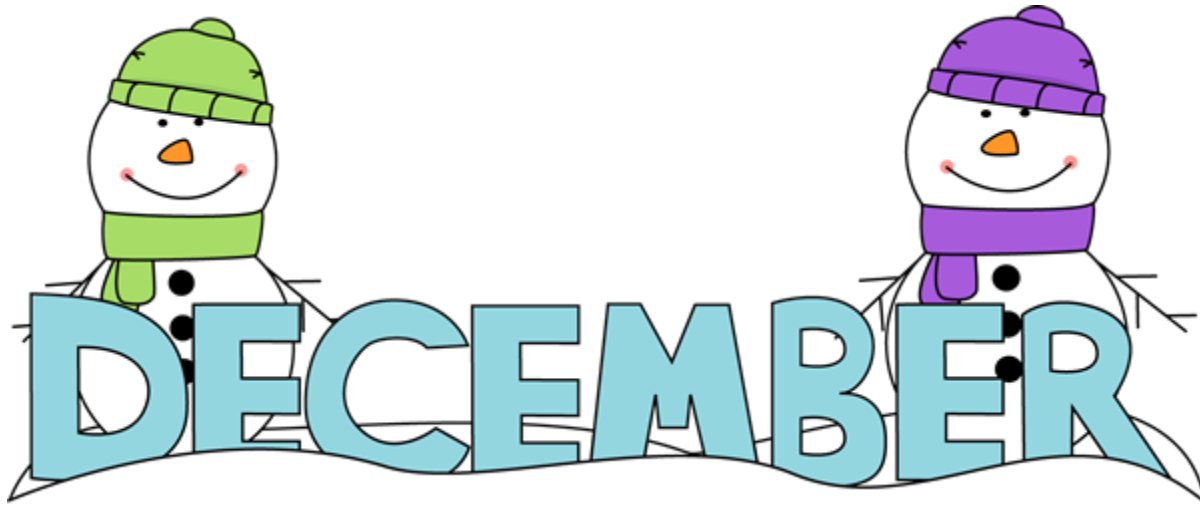
- We have taken delivery of two of the three frontline vehicles. We anticipate taking delivery of the third in the first week on January. We are scheduled for the first up fitting the first week of January and the subsequent vehicles will follow through January into February.
- Renovations for the Detective Bureau were completed and the new workstations are functioning great, detectives are very pleased with the outcome.
- Radio Replacement Project-This project reached a major milestone on December 16 with the switch over to all of the new equipment. The equipment at the station and on the three main tower sites is operational. There are still three additional tower sites planned for this project including the New DPW site, Long Hill Rd Tower in Dover, and a to be built water tower on Highfield Commons.
- Mobile Dispatch Backup- The trailer remains on order and we expect to take delivery in January. We have had meetings with 2-Way to talk about radio equipment and will have a list soon in order to place an order for the equipment.
- During the month of December, there were several purchases over the \$5000 threshold, which would require commission signatures. These include purchase orders for; frontline cruisers, the backup dispatch center trailer, Taser/Axon payment, and ISB workstations.
- The majority of this month has been dedicated to the FY22 budget proposal and entries. As noted last month the City Managers mandate of a 2% increase in O&M lines equates to \$13,219.00. There are several fixed cost increases in operational lines with annual increases. Additionally we have some important programs we would like to implement in the coming year. Ultimately, we anticipate meeting the 2% increase set by the City Manager, with our only issues and options requests to support additional staffing.

Training/Hiring

- The Covid19 pandemic the academy has notified us there will be no in service training until after April 2021.
- Officer Rummo has now completed all 16 weeks of the academy and received his certification on December 18. He is now back completing in house training he was unable to obtain prior to going to the academy. We project his field training to start on January 10.
- New Officer Duche Romeus started on December 7. On December 22, he successfully completed his entry PT test at the academy and gained admittance to the 184th academy that starts on January 4, 2021. We subsequently were notified the first 8 weeks of the academy are going to be conducted remotely. We have set up a private office for Ofc. Romeus to work from with minimal disruptions to allow him to be successful.
- All mandatory three-year fitness testing due in 2020 for officers was completed.

- The last class for the mandatory use of force training was completed in December; all officers have met their yearly training requirements for use of force.
- Sgt. Cost has also developed an outline for another hiring process to begin in early January.

Respectfully Submitted,
Gary Boudreau
Deputy Chief of Police



Expense & Revenue Reports

12/30/2020 10:40
rhonda.young

CITY OF ROCHESTER
FINANCIALS FOR DEC 2020

P 1
glytddb

FOR 2021 06

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053 PD ADMINISTRATIVE SERVICES							
12010053 511001 SALARIES - FULL	643,447.00	.00	643,447.00	344,581.90	.00	298,865.10	53.6%
12010053 511002 SALARIES - PART	105,645.00	.00	105,645.00	54,936.03	.00	50,708.97	52.0%
12010053 511003 SALARIES - EARL	.00	.00	.00	.00	.00	.00	.0%
12010053 511004 SALARIES - HOLI	.00	.00	.00	.00	.00	.00	.0%
12010053 511005 SALARIES - OUTS	214,479.00	.00	214,479.00	119,220.89	.00	95,258.11	55.6%
12010053 511099 SALARIES - ADJU	23,371.00	.00	23,371.00	.00	.00	23,371.00	.0%
12010053 513001 OVERTIME - REGU	.00	.00	.00	.00	.00	.00	.0%
12010053 513002 OVERTIME - TRAI	.00	.00	.00	.00	.00	.00	.0%
12010053 513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12010053 514000 EDUCATION INCEN	9,000.00	.00	9,000.00	4,499.82	.00	4,500.18	50.0%
12010053 516000 LONGEVITY	3,550.00	.00	3,550.00	3,150.00	.00	400.00	88.7%
12010053 521100 HEALTH INSURANC	65,069.00	.00	65,069.00	33,792.67	.00	31,276.33	51.9%
12010053 521200 DENTAL INSURANC	1,656.00	.00	1,656.00	834.96	.00	821.04	50.4%
12010053 521300 LIFE INSURANCE	1,401.00	.00	1,401.00	788.24	.00	612.76	56.3%
12010053 522000 SOCIAL SECURITY	14,262.00	.00	14,262.00	7,444.11	.00	6,817.89	52.2%
12010053 523000 RETIREMENT CONT	250,485.00	.00	250,485.00	112,833.05	.00	137,651.95	45.0%
12010053 523300 RETIREMENT STAT	.00	.00	.00	.00	.00	.00	.0%
12010053 525000 UNEMPLOYMENT CO	.00	.00	.00	.00	.00	.00	.0%
12010053 526000 WORKERS' COMPEN	79,117.00	.00	79,117.00	.00	.00	79,117.00	.0%
12010053 528001 DISABILITY INSU	3,645.00	.00	3,645.00	1,947.96	.00	1,697.04	53.4%
12010053 531002 STIPEND	.00	.00	.00	.00	.00	.00	.0%
12010053 532001 STAFF DEVELOPME	19,351.00	.00	19,351.00	5,654.00	.00	13,697.00	29.2%
12010053 532200 CONTRACTED SERV	73,942.00	.00	73,942.00	73,668.74	190.80	82.46	99.9%
12010053 533003 PHOTO DEVELOPME	300.00	.00	300.00	.00	.00	300.00	.0%
12010053 533004 MEDICAL SERVICE	3,910.00	.00	3,910.00	954.00	1,414.00	1,542.00	60.6%
12010053 533005 ANIMAL DISPOSAL	1,000.00	430.00	1,430.00	630.00	800.00	.00	100.0%
12010053 533009 LEGAL	.00	.00	.00	.00	.00	.00	.0%
12010053 533010 LABOR NEGOTIATI	.00	.00	.00	.00	.00	.00	.0%
12010053 533011 ANIMAL BOARDING	4,000.00	.00	4,000.00	1,985.00	2,015.00	.00	100.0%
12010053 534001 STATE FEE COMPU	.00	.00	.00	.00	.00	.00	.0%
12010053 541100 WATER/SEWAGE	3,430.00	.00	3,430.00	1,193.10	2,236.90	.00	100.0%
12010053 543001 VEHICLES MAINT	35,000.00	.00	35,000.00	13,860.62	4,597.90	16,541.48	52.7%
12010053 543002 EQUIPMENT MAINT	56,110.00	.00	56,110.00	43,574.33	11,402.85	1,132.82	98.0%
12010053 543500 INSURANCE CLAIM	5,000.00	.00	5,000.00	2,000.00	.00	3,000.00	40.0%
12010053 544200 RENTAL OF EQUIP	400.00	.00	400.00	.00	400.00	.00	100.0%
12010053 544500 LEASE COPIER/PR	14,748.00	.00	14,748.00	14,594.23	.00	153.77	99.0%
12010053 544900 RENTAL OF OTHER	.00	.00	.00	.00	.00	.00	.0%
12010053 552001 FLEET INSURANCE	10,282.00	.00	10,282.00	.00	.00	10,282.00	.0%
12010053 552002 PROPERTY INSURA	4,038.00	.00	4,038.00	.00	.00	4,038.00	.0%
12010053 552003 GENERAL LIABILIT	25,394.00	.00	25,394.00	.00	.00	25,394.00	.0%

12/30/2020 10:40
rhonda.young

CITY OF ROCHESTER
FINANCIALS FOR DEC 2020

P 2
glytddbud

FOR 2021 06

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12010053	552004 OFFICERS LIABIL	41,763.00	.00	41,763.00	.00	.00	41,763.00	.0%
12010053	553000 COMMUNICATIONS	43,118.00	-430.00	42,688.00	16,484.17	4,345.65	21,858.18	48.8%
12010053	553400 POSTAGE FEES	8,050.00	.00	8,050.00	3,891.06	19.92	4,139.02	48.6%
12010053	554000 ADVERTISING	500.00	1,000.00	1,500.00	368.59	1,000.00	131.41	91.2%
12010053	555000 PRINTING AND BI	4,000.00	.00	4,000.00	65.73	40.00	3,894.27	2.6%
12010053	556000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12010053	558000 TRAVEL	6,100.00	.00	6,100.00	.00	.00	6,100.00	.0%
12010053	561003 OFFICE SUPPLIES	5,473.00	.00	5,473.00	1,607.05	437.28	3,428.67	37.4%
12010053	561005 PUBLICATIONS	2,250.00	.00	2,250.00	149.50	900.00	1,200.50	46.6%
12010053	561006 AMMUNITION	25,974.00	.00	25,974.00	732.37	1,000.00	24,241.63	6.7%
12010053	561008 VEHICLE SUPPLIE	11,030.00	.00	11,030.00	4,007.89	91.71	6,930.40	37.2%
12010053	561009 TRAINING MATERI	350.00	.00	350.00	.00	.00	350.00	.0%
12010053	561010 CLOTHING	57,501.00	.00	57,501.00	8,730.03	10,130.26	38,640.71	32.8%
12010053	561032 OTHER OPERATION	16,885.00	.00	16,885.00	1,344.17	5,646.32	9,894.51	41.4%
12010053	562200 ELECTRICITY	60,000.00	.00	60,000.00	24,613.42	30,886.58	4,500.00	92.5%
12010053	562400 HEATING FUEL	7,500.00	.00	7,500.00	1,204.99	5,149.55	1,145.46	84.7%
12010053	562600 VEHICLE FUEL	77,549.00	-1,000.00	76,549.00	17,568.09	.00	58,980.91	23.0%
12010053	573200 NEW VEHICLES	.00	.00	.00	.00	.00	.00	.0%
12010053	573401 ADMIN EQUIPMENT	1,500.00	.00	1,500.00	.00	272.25	1,227.75	18.2%
12010053	573900 OTHER EQUIPMENT	15,786.00	.00	15,786.00	1,405.89	8,041.80	6,338.31	59.8%
12010053	581000 DUES AND FEES	2,920.00	.00	2,920.00	650.00	922.00	1,348.00	53.8%
12010053	581100 DONATION EXPEND	.00	.00	.00	.00	.00	.00	.0%
12010053	589003 SEIZED PROPERTY	.00	.00	.00	.00	.00	.00	.0%
12010053	589004 SEIZED PROPERTY	.00	.00	.00	.00	.00	.00	.0%
12010053	589005 DARE CONTRIBUTI	.00	.00	.00	.00	.00	.00	.0%
12010053	589006 DARE CONTRIBUTI	.00	.00	.00	.00	.00	.00	.0%
12010053	589007 CITY WIDE PROGR	15,750.00	.00	15,750.00	2,394.81	911.94	12,443.25	21.0%
12010053	589100 LLEBG 102 RECEI	.00	.00	.00	.00	.00	.00	.0%
12010053	589101 LLEBG 102 FEDER	.00	.00	.00	.00	.00	.00	.0%
12010053	589102 LLEBG 102 CITY	.00	.00	.00	.00	.00	.00	.0%
12010053	589113 LLEBG 115 RECEI	.00	.00	.00	.00	.00	.00	.0%
12010053	589114 LLEBG 115 FEDER	.00	.00	.00	.00	.00	.00	.0%
12010053	589115 LLEBG 115 CITY	.00	.00	.00	.00	.00	.00	.0%
12010053	589130 COPSMORE 032 RE	.00	.00	.00	.00	.00	.00	.0%
12010053	589131 COPSMORE 032 FE	.00	.00	.00	.00	.00	.00	.0%
12010053	589132 COPSMORE 032 CI	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD ADMINISTRATIVE SERVIC		2,076,031.00	.00	2,076,031.00	927,361.41	92,852.71	1,055,816.88	49.1%
12012453 PD PATROL SERVICES								
12012453	511001 SALARIES - FULL	3,356,576.00	.00	3,356,576.00	1,541,759.61	.00	1,814,816.39	45.9%

12/30/2020 10:40
rhonda.young

CITY OF ROCHESTER
FINANCIALS FOR DEC 2020

P 3
glytdbud

FOR 2021 06

ACCOUNTS 1000	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012453	511002 SALARIES - PART	50,192.00	.00	50,192.00	25,593.65	.00	24,598.35	51.0%
12012453	511003 SALARIES - EARL	101,200.00	.00	101,200.00	32,590.32	.00	68,609.68	32.2%
12012453	511004 SALARIES - HOLI	149,535.00	.00	149,535.00	92,423.76	.00	57,111.24	61.8%
12012453	511099 SALARIES - ADJU	1,566.00	.00	1,566.00	.00	.00	1,566.00	.0%
12012453	513001 OVERTIME - REGU	108,546.00	.00	108,546.00	71,260.97	.00	37,285.03	65.7%
12012453	513002 OVERTIME - TRAI	28,940.00	.00	28,940.00	9,322.89	.00	19,617.11	32.2%
12012453	513004 OVERTIME GRANT	.00	.00	.00	.00	.00	.00	.0%
12012453	514000 EDUCATION INCEN	17,000.00	.00	17,000.00	8,615.04	.00	8,384.96	50.7%
12012453	515001 ON CALL	.00	.00	.00	3,200.00	.00	-3,200.00	100.0%*
12012453	516000 LONGEVITY	16,000.00	.00	16,000.00	6,000.00	.00	10,000.00	37.5%
12012453	521100 HEALTH INSURANC	506,862.00	.00	506,862.00	209,364.27	.00	297,497.73	41.3%
12012453	521200 DENTAL INSURANC	12,487.00	.00	12,487.00	5,510.00	.00	6,977.00	44.1%
12012453	521300 LIFE INSURANCE	666.00	.00	666.00	1,271.51	.00	-605.51	190.9%*
12012453	522000 SOCIAL SECURITY	53,323.00	.00	53,323.00	24,863.13	.00	28,459.87	46.6%
12012453	523000 RETIREMENT CONT	1,060,427.00	.00	1,060,427.00	490,420.98	.00	570,006.02	46.2%
12012453	523300 11539 RETIREMENT	.00	.00	.00	.00	.00	.00	.0%
12012453	525000 UNEMPLOYMENT CO	.00	.00	.00	.00	.00	.00	.0%
12012453	526000 WORKERS' COMPEN	.00	.00	.00	.00	.00	.00	.0%
12012453	528001 DISABILITY INSU	418.00	.00	418.00	.00	.00	418.00	.0%
12012453	532001 STAFF DEVELOPME	.00	.00	.00	.00	.00	.00	.0%
12012453	533003 PHOTO DEVELOPME	.00	.00	.00	.00	.00	.00	.0%
12012453	533004 MEDICAL SERVICE	.00	.00	.00	.00	.00	.00	.0%
12012453	533005 ANIMAL DISPOSAL	.00	.00	.00	.00	.00	.00	.0%
12012453	533011 ANIMAL BOARDING	.00	.00	.00	.00	.00	.00	.0%
12012453	543001 VEHICLES MAINT	.00	.00	.00	.00	.00	.00	.0%
12012453	543002 EQUIPMENT MAINT	.00	.00	.00	.00	.00	.00	.0%
12012453	544200 RENTAL OF EQUIP	.00	.00	.00	.00	.00	.00	.0%
12012453	544900 RENTAL OF OTHER	.00	.00	.00	.00	.00	.00	.0%
12012453	553000 COMMUNICATIONS	.00	.00	.00	.00	.00	.00	.0%
12012453	553400 POSTAGE FEES	.00	.00	.00	.00	.00	.00	.0%
12012453	554000 ADVERTISING	.00	.00	.00	.00	.00	.00	.0%
12012453	555000 PRINTING AND BI	.00	.00	.00	.00	.00	.00	.0%
12012453	556000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12012453	558000 TRAVEL	.00	.00	.00	.00	.00	.00	.0%
12012453	561003 OFFICE SUPPLIES	.00	.00	.00	.00	.00	.00	.0%
12012453	561005 PUBLICATIONS	.00	.00	.00	.00	.00	.00	.0%
12012453	561010 CLOTHING	.00	.00	.00	.00	.00	.00	.0%
12012453	561032 OTHER OPERATION	.00	.00	.00	.00	.00	.00	.0%
12012453	562600 09529 VEHICLE FU	.00	.00	.00	.00	.00	.00	.0%
12012453	573200 NEW VEHICLES	.00	.00	.00	.00	.00	.00	.0%
12012453	573401 ADMIN EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012453	573900 OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012453	581000 DUES AND FEES	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD PATROL SERVICES		5,463,738.00	.00	5,463,738.00	2,522,196.13	.00	2,941,541.87	46.2%

12/30/2020 10:40
rhonda.young

CITY OF ROCHESTER
FINANCIALS FOR DEC 2020

P 5
glytdbud

FOR 2021 06

ACCOUNTS FOR: 1000	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12012553	573900							
	OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12012553	581000							
	DUES AND FEES	.00	.00	.00	.00	.00	.00	.0%
12012553	589007							
	CITY WIDE PROGR	.00	.00	.00	.00	.00	.00	.0%
TOTAL PD SUPPORT SERVICES		417,396.00	.00	417,396.00	206,001.09	.00	211,394.91	49.4%
TOTAL GENERAL FUND		7,957,165.00	.00	7,957,165.00	3,655,558.63	92,852.71	4,208,753.66	47.1%
TOTAL EXPENSES		7,957,165.00	.00	7,957,165.00	3,655,558.63	92,852.71	4,208,753.66	

12/30/2020 10:40
rhonda.young

CITY OF ROCHESTER
FINANCIALS FOR DEC 2020

P 6
glytdbud

FOR 2021 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	7,957,165.00	.00	7,957,165.00	3,655,558.63	92,852.71	4,208,753.66	47.1%

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

12/30/2020 10:30
rhonda.young

CITY OF ROCHESTER
DISPATCH FINANCIALS FOR DEC 2020

P 1
glytdbud

FOR 2021 06

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12030153 DISPATCH CENTER							
12030153 511001 SALARIES - FULL	508,610.00	.00	508,610.00	273,985.79	.00	234,624.21	53.9%
12030153 511002 SALARIES - PART	2,000.00	.00	2,000.00	219.72	.00	1,780.28	11.0%
12030153 511004 SALARIES - HOLI	18,785.00	.00	18,785.00	15,198.64	.00	3,586.36	80.9%
12030153 511012 SHIFT DIFFERENT	.00	.00	.00	5,245.92	.00	-5,245.92	100.0%*
12030153 511099 SALARIES - ADJU	.00	.00	.00	.00	.00	.00	.0%
12030153 513001 OVERTIME - REGU	34,000.00	.00	34,000.00	12,507.06	.00	21,492.94	36.8%
12030153 513002 OVERTIME-TRAINI	10,000.00	.00	10,000.00	56.00	.00	9,944.00	.6%
12030153 516000 LONGEVITY	1,850.00	.00	1,850.00	2,102.94	.00	-252.94	113.7%*
12030153 521100 HEALTH INSURANC	123,012.00	.00	123,012.00	57,260.58	.00	65,751.42	46.5%
12030153 521200 DENTAL INSURANC	3,100.00	.00	3,100.00	1,479.92	.00	1,620.08	47.7%
12030153 521300 LIFE INSURANCE	1,153.00	.00	1,153.00	539.37	.00	613.63	46.8%
12030153 522000 SOCIAL SECURITY	41,025.00	.00	41,025.00	22,459.89	.00	18,565.11	54.7%
12030153 523000 RETIREMENT CONT	64,037.00	.00	64,037.00	33,884.29	.00	30,152.71	52.9%
12030153 525000 UNEMPLOYMENT	.00	.00	.00	.00	.00	.00	.0%
12030153 526000 WORKERS' COMPEN	841.00	.00	841.00	.00	.00	841.00	.0%
12030153 528001 DISABILITY INSU	5,248.00	.00	5,248.00	2,692.09	.00	2,555.91	51.3%
12030153 532001 STAFF DEVELOPME	3,300.00	.00	3,300.00	.00	.00	3,300.00	.0%
12030153 532200 CONTRACTED SERV	.00	.00	.00	.00	.00	.00	.0%
12030153 533004 MEDICAL SERVICE	.00	.00	.00	.00	.00	.00	.0%
12030153 533010 LABOR NEGOTIATI	.00	.00	.00	.00	.00	.00	.0%
12030153 534001 STATE FEE COMPU	4,500.00	.00	4,500.00	.00	4,500.00	.00	100.0%
12030153 534003 SOFTWARE MAINT/	.00	.00	.00	.00	.00	.00	.0%
12030153 543002 EQUIPMENT MAINT	33,880.00	.00	33,880.00	8,746.88	5,438.05	19,695.07	41.9%
12030153 544500 LEASE COPIER/PR	.00	.00	.00	.00	.00	.00	.0%
12030153 552003 GENERAL LIABILI	2,757.00	.00	2,757.00	.00	.00	2,757.00	.0%
12030153 553000 COMMUNICATIONS	500.00	.00	500.00	413.90	.00	86.10	82.8%
12030153 554000 ADVERTISING	68.00	.00	68.00	.00	.00	68.00	.0%
12030153 556000 TUITION	.00	.00	.00	.00	.00	.00	.0%
12030153 558000 TRAVEL	2,000.00	.00	2,000.00	.00	.00	2,000.00	.0%
12030153 561003 OFFICE SUPPLIES	1,250.00	.00	1,250.00	262.62	.00	987.38	21.0%
12030153 561010 CLOTHING	1,300.00	.00	1,300.00	1,110.37	99.80	89.83	93.1%
12030153 561032 OTHER OPERATION	2,500.00	.00	2,500.00	55.00	343.85	2,101.15	16.0%
12030153 573401 ADMIN EQUIPMENT	3,125.00	.00	3,125.00	740.44	.00	2,384.56	23.7%
12030153 573900 OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00	.0%
12030153 581000 DUES AND FEES	469.00	.00	469.00	345.00	.00	124.00	73.6%
TOTAL DISPATCH CENTER	869,310.00	.00	869,310.00	439,306.42	10,381.70	419,621.88	51.7%
TOTAL GENERAL FUND	869,310.00	.00	869,310.00	439,306.42	10,381.70	419,621.88	51.7%
TOTAL EXPENSES	869,310.00	.00	869,310.00	439,306.42	10,381.70	419,621.88	

12/30/2020 10:30
rhonda.young

CITY OF ROCHESTER
DISPATCH FINANCIALS FOR DEC 2020

P 2
glytdbud

FOR 2021 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	869,310.00	.00	869,310.00	439,306.42	10,381.70	419,621.88	51.7%

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

12/30/2020 10:31
rhonda.young

CITY OF ROCHESTER
REVENUE FOR DEC 2020

P 1
glytddbud

FOR 2021 06

ACCOUNTS FOR: 1000 GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
12011 POLICE CITY REVENUE						
<u>12011 400403 AMUSEMENT PERMITS</u>	.00	.00	.00	.00	.00	.0%
<u>12011 400407 PISTOL PERMITS</u>	-1,766.00	.00	-1,766.00	-1,090.00	-676.00	61.7%*
<u>12011 402110 INCOME FROM COPY M</u>	-5,698.00	.00	-5,698.00	-1,890.43	-3,807.57	33.2%*
<u>12011 402111 OUTSIDE SECURITY S</u>	-285,500.00	.00	-285,500.00	-153,114.98	-132,385.02	53.6%*
<u>12011 402112 OUTSIDE DUTY ADMIN</u>	.00	.00	.00	.00	.00	.0%
<u>12011 402115 ALARM FEES</u>	-5,241.00	.00	-5,241.00	-520.00	-4,721.00	9.9%*
<u>12011 402120 WRECKER SERVICE IN</u>	-1,650.00	.00	-1,650.00	-150.00	-1,500.00	9.1%*
<u>12011 402121 DOG SHELTER & TRAN</u>	-1,888.00	.00	-1,888.00	-1,275.00	-613.00	67.5%*
<u>12011 402122 DOG FINES</u>	-13,088.00	.00	-13,088.00	-9,121.00	-3,967.00	69.7%*
<u>12011 405201 COURT FINES</u>	-5,790.00	.00	-5,790.00	-3,723.38	-2,066.62	64.3%*
<u>12011 405202 PARKING TICKETS</u>	-6,041.00	.00	-6,041.00	-1,505.00	-4,536.00	24.9%*
<u>12011 405203 EXCESS ALARM PENAL</u>	-2,000.00	.00	-2,000.00	-100.00	-1,900.00	5.0%*
<u>12011 406201 MISCELLANEOUS REVE</u>	-10,386.00	.00	-10,386.00	-855.00	-9,531.00	8.2%*
<u>12011 406209 POLICE RESTITUTION</u>	-283.00	.00	-283.00	-192.84	-90.16	68.1%*
<u>12011 406210 WITNESS FEES</u>	-6,770.00	.00	-6,770.00	-40.00	-6,730.00	.6%*
<u>12011 406216 HOST TRAINING FEES</u>	.00	.00	.00	.00	.00	.0%
<u>12011 406299 INSURANCE CLAIM RE</u>	-17,378.00	.00	-17,378.00	.00	-17,378.00	.0%*
TOTAL POLICE CITY REVENUE	-363,479.00	.00	-363,479.00	-173,577.63	-189,901.37	47.8%
12012 POLICE STATE REVENUE						
<u>12012 402116 DRUG GRANT NEW HAM</u>	.00	.00	.00	.00	.00	.0%
<u>12012 402117 HIGHWAY SAFETY GRA</u>	.00	.00	.00	.00	.00	.0%
<u>12012 402118 PEDESTRIAN GRANT</u>	.00	.00	.00	.00	.00	.0%
<u>12012 402119 DWI GRANT</u>	.00	.00	.00	.00	.00	.0%
TOTAL POLICE STATE REVENUE	.00	.00	.00	.00	.00	.0%
12013 POLICE FEDERAL REVENUE						
<u>12013 402113 LLEBG GRANT</u>	.00	.00	.00	.00	.00	.0%
<u>12013 402114 JUSTICE DEPARTMENT</u>	.00	.00	.00	.00	.00	.0%
TOTAL POLICE FEDERAL REVENUE	.00	.00	.00	.00	.00	.0%
TOTAL GENERAL FUND	-363,479.00	.00	-363,479.00	-173,577.63	-189,901.37	47.8%
TOTAL REVENUES	-363,479.00	.00	-363,479.00	-173,577.63	-189,901.37	

12/30/2020 10:31
rhonda.young





CITY OF ROCHESTER
REVENUE FOR DEC 2020

P 2
glytddbud

FOR 2021 06

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
GRAND TOTAL	-363,479.00	.00	-363,479.00	-173,577.63	-189,901.37	47.8%

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

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> John Gantert		DATE: 12/28/2020 TIME: 11:04
2. <u>TYPE OF ENTRY</u> <input checked="" type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE:</u> Officer Gantert was thanked by a resident for his response in conducting a welfare check.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Submitted recommendation for personnel file. SIGNATURE: <u></u> DATE: _____		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Nice work John! Forward to eval file.</i> SIGNATURE: <u></u> DATE: 12/29/20		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> <i>Good work John!</i> SIGNATURE: <u></u> DATE: 12-30-20		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work John!</i> SIGNATURE: <u></u> DATE: 12-30-20		
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: _____		

Michael Miehle

From: >
Sent: Friday, December 18, 2020 1:36 PM
To: Michael Miehle
Subject: [External] Welfare Check

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.

Mike,





I want to thank the Rochester PD for the welfare check last night. My 92 year old mother tried to call me last night and my phone was on silent mode. She called my son who lives in Hampstead and he asked you to do a welfare check.

I called everyone to let them know I was fine and the snow was no big deal. They want me to keep my phone in audio notification. They worry about me being alone. I understand.

Again, thank your people for me.

Regards,

/Bill

RECORD #	ROCHESTER POLICE DEPARTMENT	PERSONNEL RECORDS ENTRY FORM
1. <u>EMPLOYEE NAME:</u> Brendan Colson		DATE: 12/28/2020 TIME: 11:17
2. <u>TYPE OF ENTRY</u> <input checked="" type="checkbox"/> RECOMMENDATION <input type="checkbox"/> COUNSELING <input type="checkbox"/> TRAINING INTERVIEW <input type="checkbox"/> DISCIPLINARY <input type="checkbox"/> EVALUATION/FOLLOW UP <input type="checkbox"/> OTHER		
3. <u>NARRATIVE:</u> Officer Colson responded to check the welfare of an elderly resident who participates in the Project Good Morning Program. During the course of checking on her he noted her car covered in snow. Officer Colson cleared the snow from her car for her prior to returning to patrol. The resident contacted the station to thank him for his help.		
4. <u>ACTION TAKEN BY SUPERVISOR:</u> Submitted recommendation for personnel file. SIGNATURE: <u></u> DATE: 12/28/2020		
5. <u>COMMENTS/RECOMMENDATIONS OF PATROL COMMANDER:</u> <i>Brendan, thank you for going the extra mile!! Forward to eval file.</i> SIGNATURE: <u></u> DATE: 12/29/20		
6. <u>COMMENTS OF DEPUTY CHIEF OF POLICE:</u> Great job Brendan! SIGNATURE: <u></u> DATE: 12-30-20		
7. <u>COMMENTS OF CHIEF OF POLICE:</u> <i>Nice work Brendan! Thank you for going above + beyond.</i> SIGNATURE: <u></u> DATE: 12-30-20		
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: _____		

Michael Miehle

From: Kate Drew
Sent: Sunday, December 20, 2020 3:19 PM
To: Michael Miehle; Brendan Colson; Patrick Flathers
Subject: Theresa Kingsbury

Hi guys!

Just wanted to let you know that Theresa , our wonderful PGM member, called in and wanted to relay to you that she was very thankful for all of your help!

Kate Drew

Communication Specialist
Rochester Public Safety
23 Wakefield Street
Rochester, NH 03867
(P) 603-330-7128
(F) 603-330-7173

RECORD #

ROCHESTER POLICE DEPARTMENT
Rochester, New Hampshire

PERSONNEL RECORDS ENTRY

1.) Employee: Jason Thomas

Date: 12-30-20

Time: 1300hrs.

2.) Type of Entry:

Recommendation

Counseling

Training Interview

Disciplinary

Evaluation Follow Up

Other

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

I received a letter recognizing Captain Thomas for the assistance he provided to a woman who fell and sustained minor injuries.

4.) Action Taken By Supervisor:

Prepped for entry into personnel file as well as presentation to the Rochester Police Commission.

Chief Paul Toussaint

DATE 12-30-20

5.) Comments or Recommendations of Deputy Chief:

Signature of Deputy Chief

DATE

6.) Comments of Chief of Police:

Nice work Jason!

Signature of Chief of Police

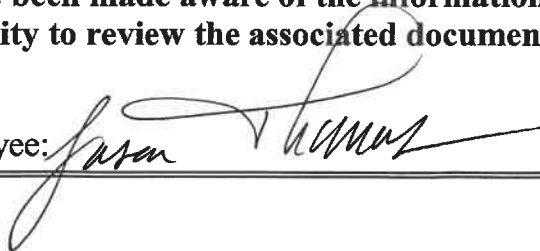


DATE 12-30-20

7.) Acknowledgment of Employee:

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

Signature of Employee:



DATE 12/30/2020

MARTIN E. GILMAN

Rochester, NH 03867

RECEIVED

NOV 30 2020

OFFICE OF THE CHIEF
ROCHESTER POLICE DEPT

November 7, 2020

Chief Paul Toussaint
Rochester Police Department
23 Wakefield Street
Rochester, NH 03867

RE: Captain Jason Thomas

This is a short note to let you know how Captain Thomas helped me and my husband on election day, November 3rd, the day I tripped going in to vote. I landed flat on my face with a very sore nose and legs.

Captain Thomas helped my husband lift me and set me in a chair all while keeping his eyes and ears on the rest of the public coming and going on election day.

The City of Rochester should be very proud to have an officer like Captain Thomas who was very courteous, helpful and professional. My husband and I are very thankful.

Sincerely,



Gail D. Gilman