



**Rochester Police Commission
Rochester, NH 03867**

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

MINUTES OF THE POLICE COMMISSION MEETING

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

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

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

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

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

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

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

Any motions shall be done by roll call vote.

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

C. All participated in the pledge of allegiance.

D. Chaplain Cilley led us in prayer.

2. PUBLIC COMMENT: No public comment.

3. ACCEPTANCE OF MINUTES:

A. February 7, 2024.

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

4. OLD AND UNFINISHED BUSINESS:

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

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

5. NEW BUSINESS:

A. Accept Retirement Intent: Lieutenant Anthony Bossi

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

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

B. Accept Resignation

1. Officer Zachary Masse

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

C. Job Description: Uniformed Police Officer – Update.

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

How many officers will meet this?

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

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

Chief Boudreau said yes you can.

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

D. Monthly Reports

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

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

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

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

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

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

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

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

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

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

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

6. CORRESPONDENCE:

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

7. INFORMATION:

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

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

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

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

9. MISCELLANEOUS:

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

10. ADJOURNMENT:

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

Respectfully Submitted

Rebecca J. Warburton
Secretary

APPROVED BY COMMISSION: