



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, May 5, 2021 at 7:00 P.M. in City Hall, Council Chambers. Participants in this meeting: Comm. Peters, Comm. Stevens, Comm. Stanley, Chief Toussaint, Dep. Chief Boudreau, Capt. Pinkham, 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.

**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](mailto: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

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

Chaplain Cilley was excused.

**2. PUBLIC COMMENT:** No Public Comment.

**3. ACCEPTANCE OF MINUTES:**

A. April 7, 2021 regular meeting.

**Comm. Stevens MOVED to accept the minutes of the April 7, 2021 meeting as presented.  
Comm. Stanley SECONDED the motion. The motion to accept the minutes PASSED  
unanimously.**

**4. OLD AND UNFINISHED BUSINESS:** No old or unfinished business.

**5. NEW BUSINESS:**

A. Accept Resignation: Officer Keith MacKenzie

**Comm. Stanley MOVED to accept the resignation of Officer Keith MacKenzie, with regret.  
Comm. Stevens SECONDED the motion. The motion PASSED unanimously.**

B. Monthly Reports

1. Operations: Captain Pinkham advised Our K9 officer is still training and is working with Gunner for the time being. We will have to rely on mutual aid for K9 assistance until Officer Hatch is certified.

Over in the support bureau 37 cases were sent to investigations or were detective generated. There are 60 cases assigned. There were five call outs for various offenses this period.

**COMPSTAT:** We have seen an uptick in burglary offenses from storage units. There was an increase in thefts OF motor vehicles due to a spree. An arrest was made in that case. Violent crime and other activity is down this month and year to date in most categories.

**COMMUNITY ENGAGEMENT OFFICER/PROBLEM ORIENTED POLICING UNIT:** The CEO and POP are active and collectively working with other city agencies for problem housing units in the area. They have been working with Code Enforcement, Fire, and the health inspector addressing issues. We continue to see progress by working together. With Sgt. Babine's retirement, Sgt. Benjamin has taken that role and is settling in well.

**COMMUNICATIONS:** Our current trainee is about halfway through and is progressing nicely. There is currently one vacant dispatch position.

Comm. Stanley asked if the retired dispatcher made it back as per diem.

Captain Pinkham said that he was accepted as a per diem employee. He hasn't worked that many shifts because there haven't been many available shifts.

**HOUSING:** Officers' Mundy and Babine are working offset schedules, nights and weekends to address any issues in the units at various times and days. Officer Mundy was able to secure more bicycle helmets and ice cream cards for the kids. This is good community policing in an area that needs it. They also assisted with food boxes and setting up the vaccine clinic. They work well with housing.

Comm. Peters noted that the ShareFund was handing out food at Wyandotte and are next scheduled to go to Wellsweep. He wants to make sure they reach out to Housing folks to see if they would like to get involved with this and interacting with the residents.

**SCHOOL RESOURCE OFFICERS:** School Resource Officers' Deluca (Middle School) and Porfido (Elementary Schools) have been teaching LEAD courses. All are doing well since returning to remote learning.

Officer Jackson had two Explorer meetings. He splits them into two groups to keep class size down.

2. Administrative. Dep. Chief Boudreau said at 83% through the fiscal year, we are 75% spent in O&M lines and overall are in great shape. The latest projection shows us trending right now to returning about \$400,000 to the city, mainly due to open positions.

There are no major updates to the dispatch trailer project. The equipment has been ordered.

We have taken delivery of all the front line cars, the final car should be up and running next week. We did have a cruiser accident over the weekend. We should have the numbers tomorrow but it might be totaled due to frame damage. There was no airbag deployment.

We presented our O&M budget to the City Council and are scheduled to present our CIP on May 18. The Council will be getting a tour of our third floor as part of a CIP project that we have submitted.

Hiring. Officer Spencer Aube is scheduled to start with us on May 17, 2021. Officer Rummo has been released to solo patrol. We also need to get a date to interview the intern to start the hiring process for us. She is graduating this month.

Training. Officers' Moon and Gleason started the Academy on Monday. It is a day academy again, no overnight accommodations.

With regard to the Executive Orders regarding mandated training on ethics, anti-bias and de-escalation training, we subscribe to PoliceOne Academy and this platform covers all these classes. Sgt. Cost has developed a training program and we have confirmed with PSTC that this meets the criteria for these courses.

Commission Stevens asked if the platform is mostly free.

Deputy Chief Boudreau said it is \$65.00 per officer (annually) and we have 67 slots. So roughly \$4300.00 per year. They can take as many courses as they wish. The platform is becoming more and more valuable to us in that regard.

Chief Toussaint said this became significant this year when COVID shut down courses at the Academy. They did not shut down the 8-hours of training mandate. Everyone was on their own. This was a big benefit to us to get everyone trained using this platform to meet that requirement. If you think of what it costs just to send an officer to the Academy for a day of training, it more than makes up the \$65.00 per officer.

Comm. Stanley asked if we think it's effective. The training.

Chief Toussaint said is it as effective as in person? Probably not. But it is solid and accurate training that has been vetted. They are tested at the end of each course and that is recorded and they get a certificate, so we find it to be valuable.

Dep. Chief Boudreau said we got our numbers for Drug Take Back. It was a good turnout and we had more participants this time than the last time. We collected 8 boxes, weighing 198.5 pounds. We are right in range with prior events so it was a successful day.

C. Other. Comm. Peters noted that he has been asked to be on the ethics committee for the City, putting a program or policy together for elected officers. There are folks from Police Commission, School Board, and four Councilors. After the city goes through the rendition and adoption, it is the hope the Police Commission will look at it and will adopt it as well. This will need to go to Codes and Ordinances so it will be late fall before adopting.

Comm. Stanley asked when the rendition is ready to go to codes could the Police Commission get a copy of it.

## **6. CORRESPONDENCE:**

The following correspondence was received this period: Det. Carl Root is recognized for above and beyond effort in a child predator case. Off. Labosier is recognized for a job well done during an accident investigation.

## **7. INFORMATION:**

Comm. Stanley wanted to add for those watching the meeting and seeing the board unmasked; it is the policy of the city that any fully vaccinated persons can be unmasked in city buildings. So those wondering why anyone at this meeting unmasked has been fully vaccinated.

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

**Commissioner Stanley MOVED to enter a nonpublic session at 7:21 P.M. pursuant to RSA 91-A: 3, paragraph II, section A (personnel) and section E (legal.) Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

**The non-public session closed at 9:09 P.M. on a MOTION by Comm. Stanley. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

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

## **9. MISCELLANEOUS:**

**Comm. Stanley MOVED to accept the evaluations as presented for Officer Jackson and Officer Livingstone (both top of grade) and Sgt. Miehle to Sergeant step 5. Comm. Stevens SECONDED the motion. The motion PASSED by roll call vote Comm. Peters – yes, Comm. Stevens – yes, Comm. Stanley – yes.**

## **10. ADJOURNMENT:**

**Comm. Stevens MOVED to adjourn. SECOND by Comm. Stanley at 9:10 P.M.**

Respectfully Submitted

Rebecca J. Warburton  
Secretary

APPROVED BY COMMISSION: