



**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, January 2, 2024 at 7:00 P.M. in City Hall, Council Chambers. Participants in this meeting: Comm. Stevens, Comm. Bogan, Comm. Larochelle, Chief Boudreau, Dep. Chief Swanberry, Capt. Aucoin, Chaplain Cilley, Secretary Warburton, invited guests, members of the public and department in the audience.

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

All participated in the pledge of allegiance.

Chaplain Cilley led us in prayer

C. Roll Call. The clerk called the roll marking Comm. Stevens, Comm. Bogan, Comm. Larochelle present.

D. Election of Chairman

**Comm. Bogan nominated Comm. Stevens as Chair for the upcoming term. Second by Comm. Larochelle.**

**Nominations ceased and one ballot was cast for Comm. Stevens as Chair.**

**The motion to install Comm. Stevens as Chair, PASSED unanimously.**

E. Election of Vice Chairman

**Comm. Larochelle nominated Comm. Bogan as Vice-Chair for the upcoming term. Second by Comm. Stevens.**

**Nominations ceased and one ballot was cast for Comm. Bogan as Vice Chair.**

**The motion to install Comm. Bogan as Vice-Chair, PASSED unanimously.**

**2. PUBLIC COMMENT:** No public comment.

**3. ACCEPTANCE OF MINUTES:**

A. November 1, 2023. (The Commission did not hold a regular meeting in December.)

**Comm. Stevens MOVED to accept the minutes of the November 1, 2023 meeting. Comm. Bogan SECONDED the motion. The motion to accept the minutes as presented PASSED 3-0.**

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

#### **5. NEW BUSINESS:**

**A. Congressional Award – Sgt. Nicholas Alexander.** Sgt. Alexander was presented with a Congressional Award stemming from a call, when one of our own Communications Specialists called to report his house was on fire. Sergeant Alexander's actions that day have since resulted in him being unanimously selected to receive the New Hampshire Congressional Law Enforcement Award for Above and Beyond the Call of Duty. Sergeant Alexander, first on scene grabbed the cruiser fire extinguisher, entering the home with flames at the roof present and smoke was pouring from the windows. Sergeant Alexander located Mr. and Mrs. Neal on the second floor and helped them out of the residence by using the extinguisher to fight back embers falling from the ceiling.

On hand to present the award was Chief (ret.) Vincent Baiocchetti of the Congressional Delegation, RPD Officer Michael Brinkman (another member of the Congressional Delegation), Sergeant Alexander, and both Specialist Neal and his wife.

**B. Oath of Office – Elaina Woodill.** The oath of office as a police officer was administered to Officer Woodill by Secretary Becky Warburton

A fifteen minute recess was called. Back in session at 7:29

#### **C. Accept Resignations**

1. Officer Robert Burrell
2. Sergeant Jacob Benjamin
3. Officer Brendan Colson
4. Officer David Lombardi

**Comm. Stevens MOVED to accept, with regret, the resignations of Officer Burrell, Sgt. Benjamin, Officer Colson and Officer Lombardi. Comm. Bogan SECONDED the motion. The motion PASSED unanimously.**

#### **D. Monthly Reports**

1). Operations. The Honor Guard participated in the annual holiday parade.

K9: Officer Hatch and K9 Ripley were the lead vehicle for the holiday parade, and they also had two tracks this period for suspects fleeing scenes.

COMMUNITY ENGAGEMENT/POP: The Community Engagement Officer and the Problem Oriented Policing unit attended different events during the month and also assisted each other with various tasks.

COMMUNICATIONS: Communications Center has four open positions. There are two backgrounds underway, which if filled, will leave two positions still open.

DIVERSION: The first Teen Night of the year had approximately 130 in attendance.

HOUSING: We assisted housing with delivering food baskets to the various housing properties.

2.) Administration: Dep. Chief Swanberry stated that we are 50% through the fiscal year and budget expenses are right where we expect them.

We had two purchases over \$5,000 this period; both were paid from Justice Assistance Grant (JAG) funds. We upgraded our polygraph equipment and we also purchased individual first aid kits for all officers.

We entered into an agreement with Motorola to upgrade the in-car camera video systems. These integrate with our body cameras. The current cameras technology is outdated.

Comm. Stevens inquired the length of time it will be to complete the upgrade.

It shouldn't be that long once we get the equipment. Our installer will do the changeover as the wiring is all similar.

**TRAINING AND HIRING:** Since the crafting of this report, Officer Bernstein and Officer Ball were released to solo patrol. Officer McCann and Officer Adams completed their post-academy training and have entered into field training.

Officer Woodill will be heading off to the academy on January 8, 2024.

We are still struggling with hiring. We tried to use a different vendor and got nothing. There were 11 applicants interested, yet none of them showed up for the interviews.

There were various officers attending training this period including a crime scene photography class and we also hosted an armorers class, and by hosting we got a free seat for one officer.

Comm. Stevens commented that all of the training is excellent. The more training we have the better we are as a Department, which is a positive aspect.

Chief Boudreau commented that the LEACT commission (Commission on Law Enforcement Accountability, Community and Transparency) had new mandates for more training per year that is required through the Academy. Last year we increased the training overtime and allocated more in the training line. The Police Academy has a robust schedule of classes that are free, but there are other advanced courses held at area agencies that do have fees. There are other methods of training available such as Police One academy a virtual platform that we subscribe to. Officers can sign in and take courses which counts toward these requirements. We really try to send officers to training if we can.

#### **E. Other.**

1. Update Crime Analyst: Chief Boudreau stated that our Crime Analyst had relocated over the summer and Lexis Nexis, whom we contract with for this position was having a hard time finding a candidate willing to relocate for the offered salary. Two weeks ago we hired an analyst that is already local. She doesn't have any previous formal training, but is getting some training through Lexis Nexis. Once she gets her bearings, we will bring the comp stat report current.

2. CAD and RMS: In December we went live with our new records management system; changing over from IMC which we have used since 1996. The State Police and Dover PD use the new program, CSI as well. This is different than our old system so we will be perfecting our processes over the year. CSI has a different module for compstat tracking, stats reports, pie charts and graphs. We just closed out calendar year 2023, so I want to get the year-end reports we typically do formatted to the new report format we designed last year.

The conversion to CSI went well and their NH representative was impressed with our staff, having great things to say about patrol, supervision and the questions that were asked.

3. Body Cameras. Comm. Stevens inquired if there have been any issues with the body cameras.

Chief Boudreau said there is a learning curve. Overall I think they are great. Talking with the legal department and prosecutor it has been helpful, as there is the event on camera. This is a tool that is well received by the officers. We are being recorded by the public anyway.

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

The following correspondence was received this period: Officer Dale is recognized for teamwork when he handled shift calls so that others could focus on a higher priority call. Officer Root was commended for his handling of a welfare check. Officer Birmingham is thanked for his assistance with a disabled motorist.

**7. INFORMATION:** None

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

**Commissioner Stevens MOVED to enter a non public session at 7:44 P.M. pursuant to RSA 91-A: 3, paragraph II, section A (personnel). 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 9:10 P.M. on a MOTION by Comm. Stevens. Comm. Bogan SECONDED the motion. The motion PASSED by roll call vote Comm. Larochelle, – yes, Comm. Bogan – yes, Comm. Stevens – yes,**

#### **9. MISCELLANEOUS:**

**Comm. Stevens MOVED to accept the evaluations and grant merit increases for Officer Baril, Officer Hill, Sgt. Krochmal, Officer McQuade, Officer Mills, Sgt. Robinson, Officer Settele and Officer Wilson. Comm. Bogan SECONDED the motion. The motion PASSED by unanimously.**

#### **10. ADJOURNMENT:**

**Comm. Stevens MOVED to adjourn. SECOND by Comm. Bogan at 9:12 P.M.**

Respectfully Submitted

Rebecca J. Warburton  
Secretary

APPROVED BY COMMISSION: 02/07/2024