

## Police Department Review Process and timeline

This is a draft of what I am working towards for the Chester Police Department. This is ever-evolving so may change over time as things develop.

1. Update process for filing citizen complaints against the Police Department - **Completed**
  - The process for filing complaints against the PD has been updated and is available on the town website, PD website and in the office. This process is for complaints that do not rise to the level covered by the State process.
- 2.. Review of Police Policies and Procedures – **Partially complete and ongoing**
  - Trevor Whipple from VLCT reviewed Chester’s Policies & Procedures. He has offered corrections that should be made to the existing policies. Rick is working with Amie on these updates currently. Trevor also provided Rick with a timeline of which policies should be updated annually and which updated every 3 years.
3. Review & monitor internal operation with Police Chief - **Ongoing**
  - Monitor tickets being issued – how many, where issued, etc. This will help answer questions regarding speeding concerns
  - Ways to provide more dedicated speed radar – **purchase of 4<sup>th</sup> vehicle will help with this.**
  - Monitor cases being actively worked on and by which officers. This will help answer questions from the community re: police efforts
  - Find more training opportunities for officers in varying topics - **Adam will be attending a training in Essex on Leadership.** Look for more.
  - Stay connected with the changes that are taking place at the Police Academy
  - Better communication with the public and the media – use the media as a means to help inform the public
4. Review and gain education on hiring and retention tools for Police Officers
  - Upgrade Retirement Group from Group B to Group C for PD. Due to nature of job and psychological stressors this is recommended by Worker’s Comp programs and VLCT. Will produce a 2% cost increase in the retirement line in budget. **Goal is to meet the 9/1/2021 deadline for effect 7/1/2022**
  - Health Insurance package is robust and does not need modification
  - Sick Time conversion program – utilizes accrued sick time to purchase a retiree health insurance package for a maximum of 5 years. **This will be presented with the Personnel Policy changes in the fall**

5. Complete Reassessment of the Chester Police Department – **early 2022 (needs inclusion in the budget)**
  - Outside consultant to perform an assessment of the PD
  - This would include internal operations review to identify areas of strength and weakness, best practice updates and efficiency improvements
  - Discussions with our officers on what improvements they need, as well as their needs from the Town Manager to be effective in their work
  - Involve a community forum to determine what the community wants from its PD
  - Education on “community policing in 2022 and the future”
6. Implement Assessment recommendations
  - **This would be ongoing and develop over 1-2 years depending on recommendations**
7. Develop a “Community Policing Plan” for Chester – **Developed in 2022 following assessment**
  - Not sure what this will look like but will be developed and based upon recommendations from the Assessment
  - Anticipate that this will be a living document that modifies over time
  - This may include the creation of a Citizen’s Advisory Committee
  - Possible creation of a Resource Officer position
8. Hold a Citizen’s Police Academy – **Summer/Fall 2022**
  - Would involve bringing in trainers from other departments as well as State Police
  - Bridge the education gap between police and citizen
  - Could likely host 15 citizens
  - Academy would be 1 week in length, have 5 classes on varying training topics, include ride along with an officer and a day at the firing range
  - Need to work through waiver and liability logistics