

CHATHAM BOROUGH POLICE DEPARTMENT



ANNUAL REPORT 2009

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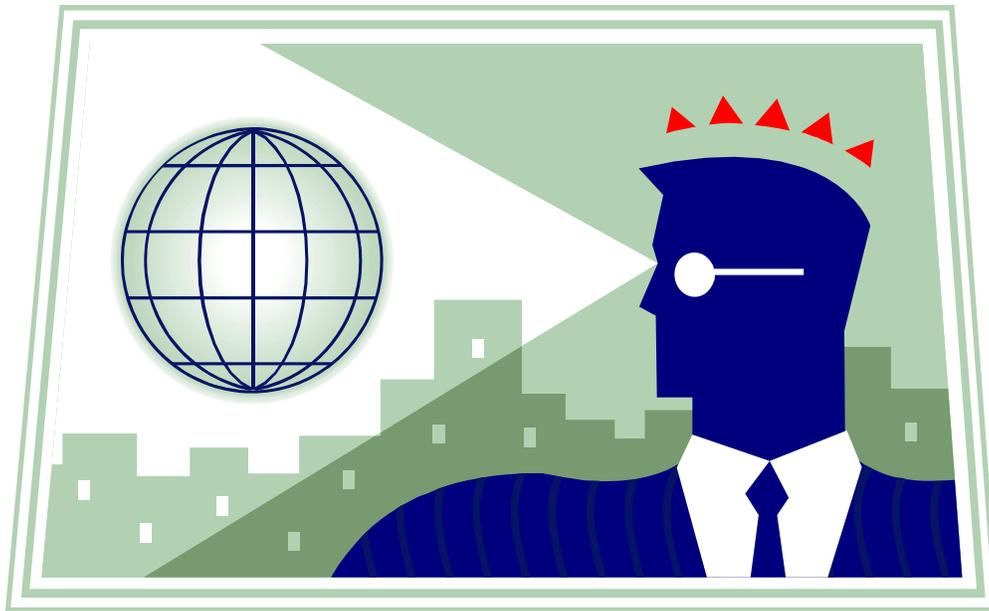
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SECTION ONE

VISION STATEMENT

AND

MISSION STATEMENT



CHATHAM BOROUGH POLICE DEPARTMENT

VISION STATEMENT

THE CHATHAM BOROUGH POLICE DEPARTMENT:

- **Will provide quality and professional law enforcement services to the community. Commitment to the professional development of the employees of the Chatham Borough Police Department.**
- **Recognize that the quality of life issues are important to the community and the members of the Chatham Borough Police Department.**
- **The Chatham Borough Police Department shall respond to the changing needs of the community and its members. This shall be accomplished through the principles of community policing, leadership, teamwork, and dedication by all members of the department.**

CHATHAM BOROUGH POLICE DEPARTMENT MISSION STATEMENT

THE CHATHAM BOROUGH POLICE DEPARTMENT:

Will commit its resources in partnership with the community to:

- **Promote a safe and secure environment, free from crime and fear of crime,**
- **Maintain order and provide for a safe and expeditious flow of traffic,**
- **Practice our core values of integrity, respect, service, and fairness.**

INTEGRITY

Integrity is the hallmark of the Chatham Borough Police Department and we are committed to the highest performance standards, ethical conduct, and truthfulness in all relationships. We hold ourselves accountable for our actions and take pride in a professional level of service and fairness to all.

RESPECT

We treat all persons in a dignified and courteous manner, and exhibit understanding of ethnic and cultural diversity, both in our professional and personal endeavors. We guarantee to uphold the principles and values embodied in the constitutions of the United States and the State of New Jersey.

SERVICE

We provide service in a courteous, efficient, and accessible manner. We foster community and employee involvement through problem-solving partnerships.

FAIRNESS

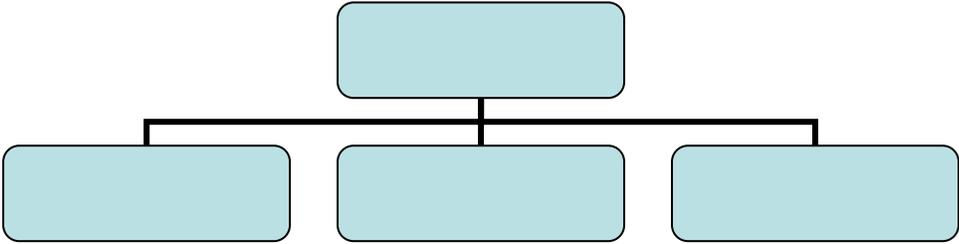
We treat all people impartially, with consideration and compassion. We are equally responsive to our employees and the community we serve.

SECTION TWO

ORGANIZATIONAL CHART

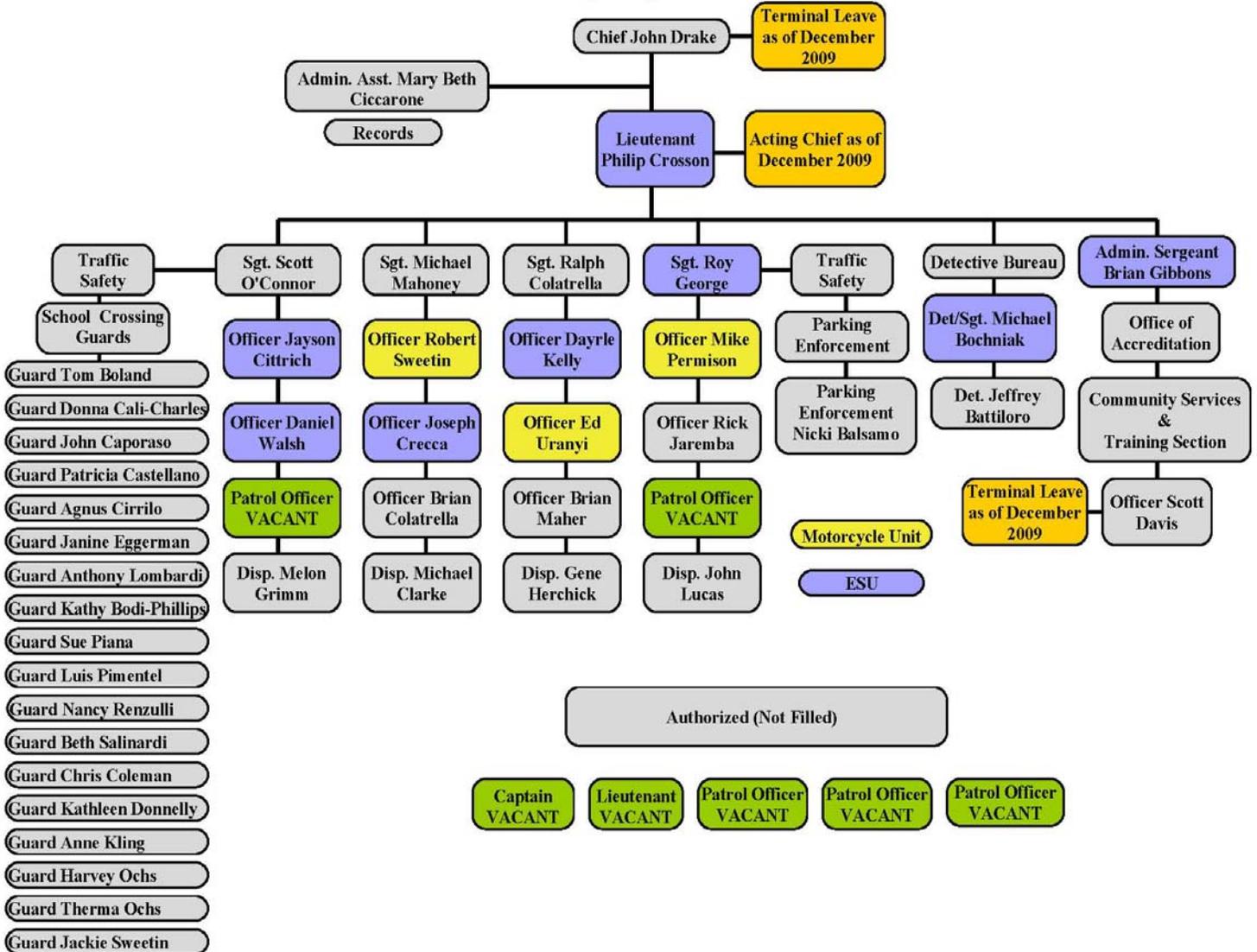
AND

DEPARTMENT EMPLOYEES



Chatham Borough Police Department Table of Organization

As of December 31st, 2009



CHATHAM BOROUGH POLICE DEPARTMENT

PERSONNEL 2009

POLICE OFFICERS:

Chief John Drake III *
Acting Chief Philip Crosson
Sergeant Scott O'Connor
Det / Sgt. Michael Bochniak
Sergeant Brian Gibbons
Sergeant Roy George
Sergeant Michael Mahoney
Sergeant Ralph Colatrella
Detective Jeffrey Battiloro
Officer Scott Davis *
Officer Edward Uranyi
Officer Robert Sweetin
Officer Jayson Cittrich
Officer Brian Maher
Officer Michael Permison
Officer Joseph Crecca
Officer Brian Colatrella
Officer Daniel Walsh
Officer Richard Jaremba
(*TERMINAL LEAVE)

TELECOMMUNICATORS:

John Lucas
Eugene Herchick

Michael Clarke
Melon Grimm

SECRETARIAL/RECORDS STAFF:

Mary Beth Ciccarone

PARKING ENFORCEMENT/ POLICE MATRON:

Nicolina Balsamo

SCHOOL GUARDS:

C. Coleman	C. Fronzoni
K. Bodie	M. Grimm
T. Boland	L. Kelly
D. Cali Charles	A. Kling
J. Caporaso	T. Ochs
A. Cirillo	J. Tu
H. Ochs	L. Pimentel
A. Lombardi	N. Renzulli
K. Donnelly	L. Salinardi
S. Piana	S. Serbanica
J. Eggerman	J. Sweetin
P. Casteliano	

RETIREMENTS:

Sergeant Christopher Tomaino	September	1st, 2009
Officer Larry Dillon	October	1st, 2009

RESIGNATIONS/TERMINATIONS:

None

PROMOTIONS:

Sergeant Michael Mahoney
Sergeant Ralph Colatrella

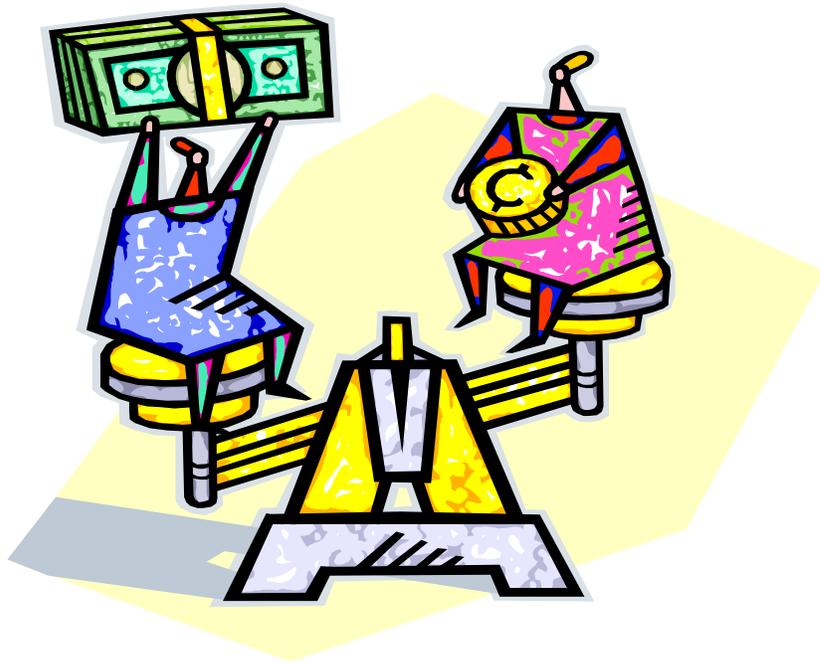
NEW HIRES:

None

SECTION THREE

2009 BUDGET

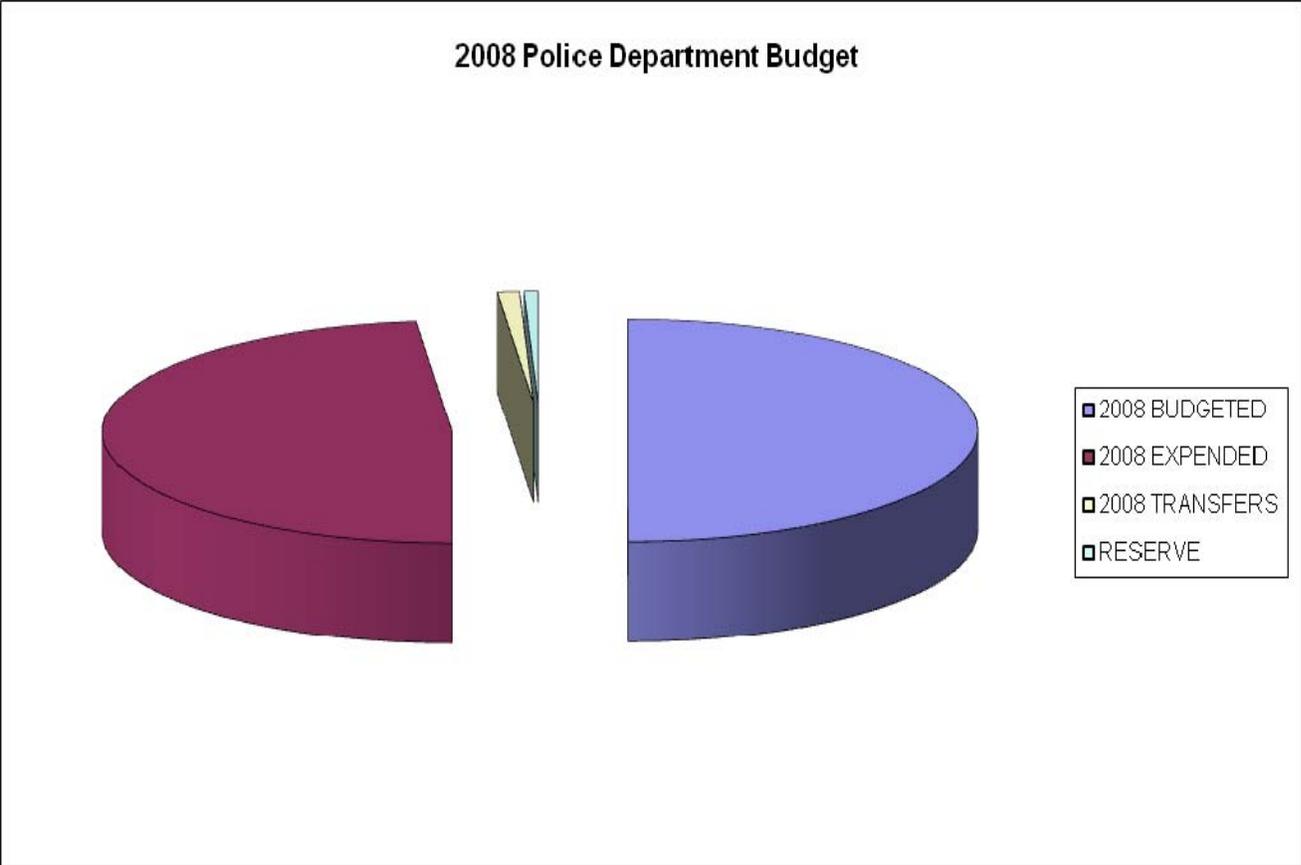
INFORMATION



**CHATHAM BOROUGH POLICE DEPARTMENT
2009 SUMMARY BUDGET**

DESCRIPTION	2009 BUDGETED	2009 EXPENDED	2009 TRANSFERS	RESERVE
Police Salary & Wages	\$2,773,917.00	\$2,678,390.40	\$75,000.00	\$20,526.60
Police Operating Expenses	\$199,744.00	\$195,585.76	\$14,000.00	\$18,158.24
Totals	\$2,973,661.00	\$2,873,976.16	\$61,000.00	\$38,684.84

As of December 31, 2009, the budget was \$ 38,684.84 under budget.

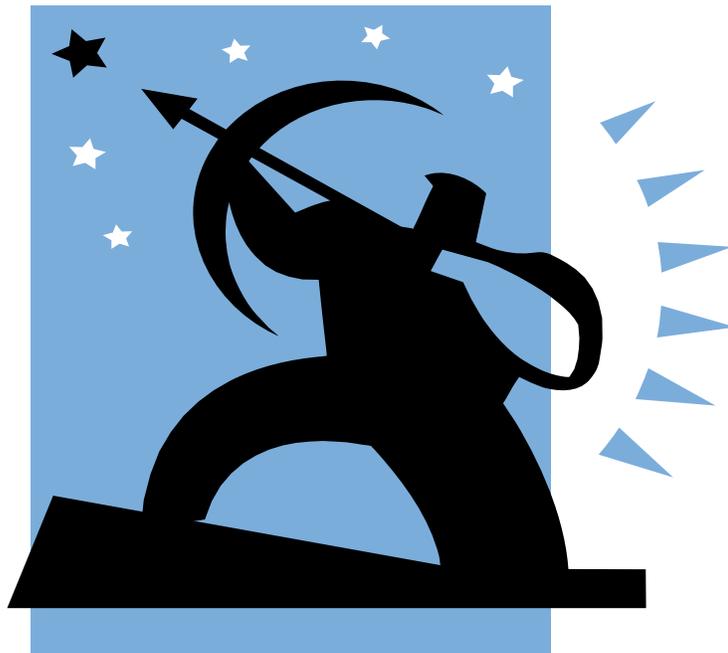


SECTION FOUR

2009 GOALS

AND

ACHIEVEMENTS



I. Goal: To provide the Emergency Services Unit with the highest level of training so as to insure the highest caliber of preparedness response.

A. Achievement:

1. This process was achieved and continues to remain on-going. During 2009 the Chatham Borough/Long Hill ESU team trained with Awareness Protective Consultants, LLC on six separate occasions which helped provide for cost savings as both teams shared the expenses. The level of training received is exemplary and included areas such as Chemical Agent and Distraction Devices Deployment, Close Quarter Battle Training, Inter-Agency High Risk Warrant Execution, Advanced Tactical Drills, Advanced Weapons Handling and Barricade/Hostage Rescue Evolution Training.

II. Goal: Establish a managed I.T. services plan for the department. A managed I.T. services plan is an agreement between a qualified law enforcement driven service provider and the police department, whereby a team of trained I.T. engineers and technicians will help the department build, manage and support our network infrastructure and perform periodical health-checks on the network and computers and ensure that the network is secure and virus-free and that the mission-critical servers and computers are always backed-up and fully operational.

A. Achievement:

1. Unfortunately, due to budgetary constraints, this goal was not met during the 2009 calendar year.

III. Goal: Enhance the NCIC computer system by upgrading to a “Green Initiative” software program. NCIC Green eliminates the need for continuous NCIC printing and instead creates a readable file on the NCIC terminal that department personnel read and discard unless printing is actually needed. I project that this program will save substantial amounts of money in costs related to paper, toners and ink cartridges, wear and tear on the printers and the shredders.

A. Achievement:

1. This goal was met and implemented during 2009. This initiative has proven useful to the agency and as predicted, saves the Borough on costs for related office supplies and equipment.

IV. Goal: Law enforcement has seen vast improvements in equipment, tactics, training, records management, and computer aided dispatch. But, the way in which performance related information is collected and stored has remained virtually unchanged. My goal is to install an uncomplicated employee performance documentation software system to support complex processes in law enforcement. Automated collection of data can be used for performance evaluations, employee awards, identify training needs, early intervention, discipline, and promotions. Employee performance documentation has time and again proven to be the foundation for nearly every management process.

A. Achievement:

1. During 2009, with approved budgeting, this agency purchased “Guardian Tracking” software. As indicated in last year’s goals and objectives, this software

has proven useful to the agency in documenting and tracking employee performance. This automated collection of data is used to complete employee evaluations, identify training needs, provide early intervention and/or discipline as needed, identify areas for employee recognition and/or awards as well as helping to track data for promotions.

V. Goal: In compliance with OSHA Standard 1910.134 requiring a respiratory fit test and medical evaluation of personnel assigned gas masks, the department will establish policy and put processes in place to comply with OSHA standards.

A. Achievement:

1. Unfortunately, due to budgetary constraints, and limited available personnel, this goal was not met during the 2009 calendar year.

VI. Goal: Revitalization of the Bicycle Patrol Program

A. Achievements:

1. Unfortunately, due to budgetary constraints, this goal was not funded during the 2009 calendar year.

VII. Goal: Traffic Control Device Preventative Maintenance Program

A. Achievement:

1. This goal was initiated during the 2009 calendar year, and remains an on-going process.

VIII. Goal: Plan and implement a record retention/destruction plan for police department records.

A. Achievement:

1. This goal was initiated during the 2009 calendar year with the assistance of the Paris Grant Program and also remains an on-going process.

IX. Goal: Establish an annual awards/commendation program to recognize police department employees.

A. Achievement:

1. An official awards/commendation program established by the police department was not established during the 2009 calendar year as was planned. However, the Mayor and Borough Council did recognize the efforts of the members of the police department during the investigation of Father Ed Hind's murder with an awards ceremony on December 14, 2009. The Morris County Prosecutor Robert Bianchi, esq. and his staff also provided awards to the members who actively participated in the investigation and subsequent events. Some conversations have been held with PBA Local #226 representatives to share in a joint awards program in an attempt not to duplicate efforts or awards, as the PBA has already established a very well administered awards recognition program for its members.

X. Goal: Continue to assess compliance with CALEA 5th edition standards in 2009.

A. Achievement:

1. This process remains on-going and in progress. Unfortunately, due to limited personnel available to facilitate the program, we are not as far along as we originally planned to be however, we are actively pursuing excellence in law enforcement by continuing to achieve compliance with all 5th edition standards. During 2010 we will be scheduling our mock assessment and our official on-site assessment for CALEA therefore; we will continue to actively pursue this goal.

XI. Goal: Incorporate patrol officers into the investigative function in an effort to enhance career development and provide cross training within agency components.

A. Achievement:

1. Due to staffing levels during 2009, this was not practical however efforts will be made to readdress this career development opportunity as soon as staffing permits.

XII. Goal: Purchase three new AED devices to replace aging units

A. Achievement:

1. This goal was met during 2009 and all new AED devices were placed into service. During 2009 all sworn agency members received updated training in the use of the AED devices as well.

XIII. Goal: Purchase a portable wireless P.A. system for the firearms range.

A. Achievement:

1. Due to financial constraints and lack of funding for this program, it was not completed and as such has been moved to the 2010 goals and objectives for reconsideration.

XIV. Goal: Purchase three tactical body armor replacements for aging body armor utilized by members of the Emergency Services Unit.

A. Achievement:

1. In 2009, three members of the Emergency Services Unit were fitted for replacement body armor which will be received in early 2010.

XV. Goal: Purchase three new Panasonic Tough Book Mobile Data Computers.

A. Achievement:

1. In 2009, three new Panasonic Tough Book Mobile Data Computers approved, funded, purchased and received by this agency. As of this time, they are being configured for law enforcement purposes and will be installed in the appropriate vehicles to assist officers on patrol. The acquisition of these computers allows for more efficient operations in patrol and dispatch as well as

enhancing communication capabilities between officers in the field and the communication center.

XVI. Goal: Purchase 2009 4 WD marked patrol vehicle.

A. Achievement:

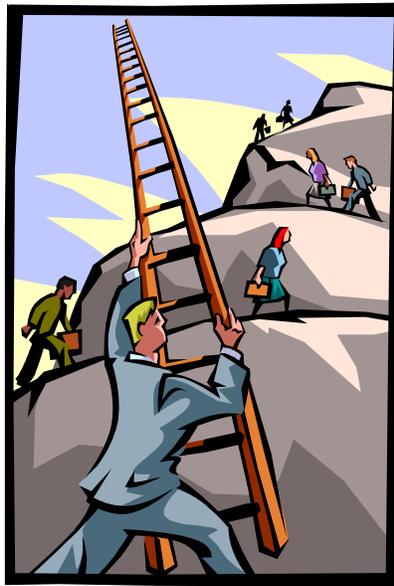
1. In 2009, this agency was approved for and purchased a new Dodge Durango 4wd vehicle. This vehicle once acquired was equipped for use by patrol supervisors. This vehicle allows for easier response during inclement weather as well as serves as a mobile command post for shift supervisors during incidents that require it. The shift supervisors now have a specific vehicle assigned to them which allows them to be immediately prepared to serve the ever changing needs of the community.

SECTION FIVE

2010 GOALS

AND

OBJECTIVES



I. Goal: Improve communication within the agency, with the community and with surrounding law enforcement agencies.

- A. Focus more effort on the leadership theory of Management by Walking Around.
- B. Seek input when practical from line officers in relation to agency acquisitions, operations and procedures to insure that all practical ideas have been reviewed.
- C. Improve information sharing systems within the agency, the community and surrounding law enforcement agencies.
- D. Improve community notifications and awareness through personal and electronic communications.
- E. Focus more attention on meeting with, and becoming more involved with, the various community groups.
- F. Involve the community in the communication and information sharing process in an effort to improve communication while at the same time not exceeding the capabilities of the current agency staff.

II. Goal: Prepare for a successful Reaccreditation on-site during September 2010.

- A. Schedule our reaccreditation on-site for September 2010.
- B. Conduct a mock on-site during March/April 2010.
- C. Utilizing information gathered in the mock assessment, continue efforts to insure compliance.

III. Goal: Purchase a portable wireless P.A. system for firearms range.

- A. Research available equipment that properly meets agency needs in August 2009
- B. Request funding of the system in the 2010 Capital Budget in September 2009
- C. Purchase system based on funding in time for the fall firearm qualification sessions.

IV. Goal: Review and revise the Police Department Table of Organization.

- A. Begin discussions with Administrator/Public Safety Committee to discuss the current needs of the agency in relation to vacant positions within the Table of Organization.

- B. Work collectively with Administrator/Public Safety Committee to determine a workable timeline for recruitment of new officers and promotion(s) to fill vacant positions within the Table of Organization, based on need and budgeting.
 - C. Begin the process as soon as possible following actions of Mayor and Council.
 - D. Complete promotional processes as soon as possible in an effort to align the agency and focus proper attention to the recruitment process.
- V. Goal:** Recruit and hire three probationary police officers.
- A. Begin discussions with Administrator/Public Safety Committee in September 2009.
 - B. Request funding for hiring in the 2010 operating budget in September 2009
 - C. Begin recruitment process as soon as possible following actions of Mayor and Council.
 - D. Have all officers hired and in the Field Training Program by May 2010.
- VI. Goal:** Implement Command Central.
- A. Contact Crime Reports, receive price quotes and implement 45 day trial period.
 - B. Request program funding through available technology line items
 - C. Begin to use system for crime analysis and to identify patterns or trends as well as more effectively dispatch resources within the community.
- VII. Goal:** Implement CrimeReports.com.
- A. Contact Crime Reports, receive price quotes and implement 45 day trial period.
 - B. Request funding through available technology line items
 - C. Begin broadcasting police department incidents on Crime Reports internet map for the community to access and review.
- VIII. Goal:** Implement NIXLE Communications.
- A. Setup system to include administrators and users
 - B. Develop policy detailing what notifications are to be made and by whom.

C. Begin community awareness campaign to sign up residents who are interested to receive notifications through NIXLE.

D. Begin publishing unadulterated press releases, emergency notifications, alerts and community advisements.

IX. Goal: Review and update current Neighborhood Watch Program.

A. Have new Community Services Officer review and update the current Neighborhood Watch Program that is in place.

B. Assess new technology options to help ease the burden on the residents and the agency in managing the program.

C. Review new electronic communications systems for applicability to the Neighborhood Watch Program as a way of disseminating bulletins and information to members of the program in a more timely, economic and simpler fashion.

D. Once redeveloped, begin public notification of the new system.

X. Goal: Prepare for and upgrade the current outdated and undersized police department men's locker room.

A. Request funding of the process in the 2010 Capital Budget in September 2009

B. Begin discussions with Administrator/Finance Committee during the budget process to secure funding for the project.

C. Obtain additional quotes and bids as necessary to begin the project.

D. Hire authorized contractor(s) to complete the project.

E. Monitor progress of the project to include ADA compliance upon completion as required.

F. Maintain communication with the Administrator/Governing body as to the status of the project.

G. Publicize completion of the project as a borough improvement.

SECTION SIX

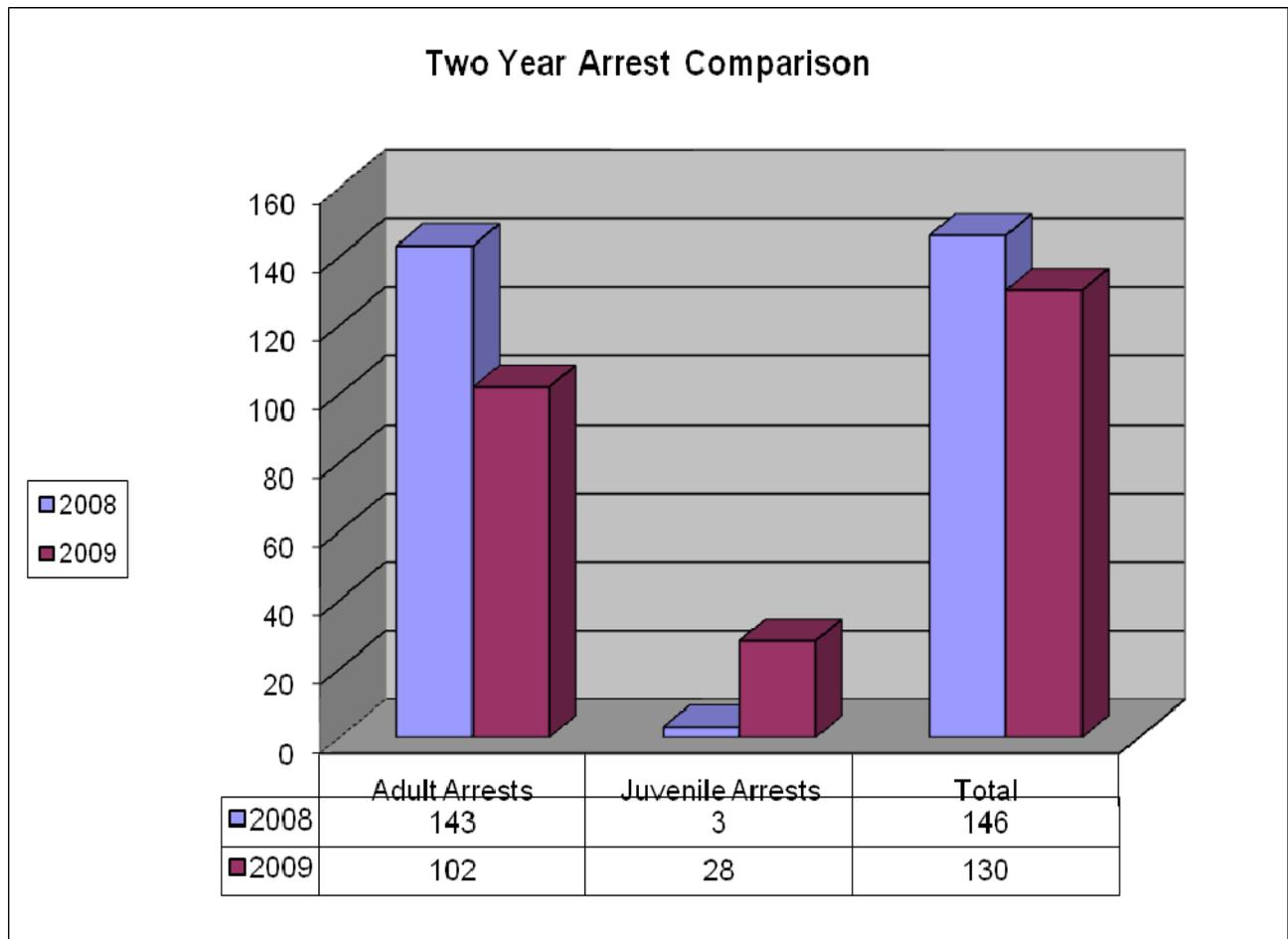
ARREST COMPARISONS

CRIME AND SERVICES
COMPARISONS



**CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR ARREST COMPARISON**

	2008	2009	% of Change
Adult Arrests	143	102	-28.67%
Juvenile Arrests	3	28	833.33%
Total	146	130	-10.96%



SECTION SEVEN

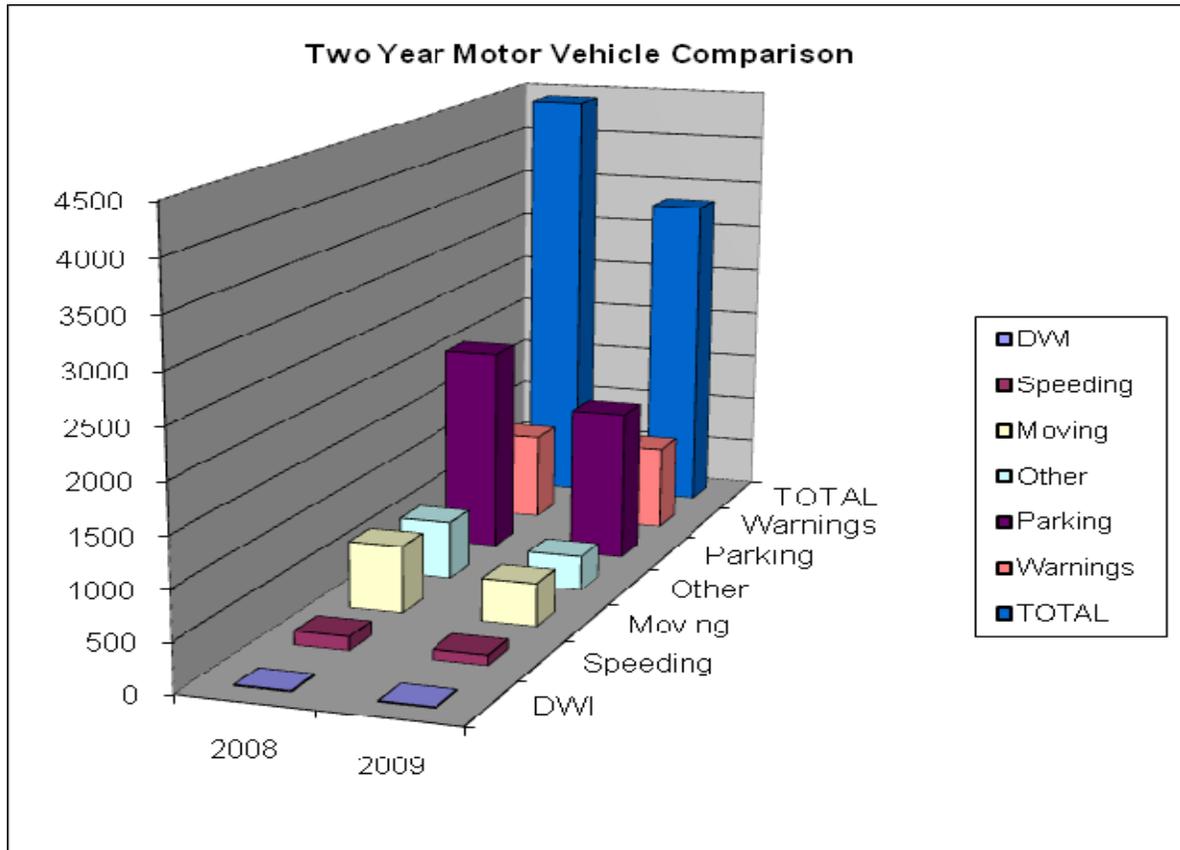
TRAFFIC ENFORCEMENT

ANALYSIS



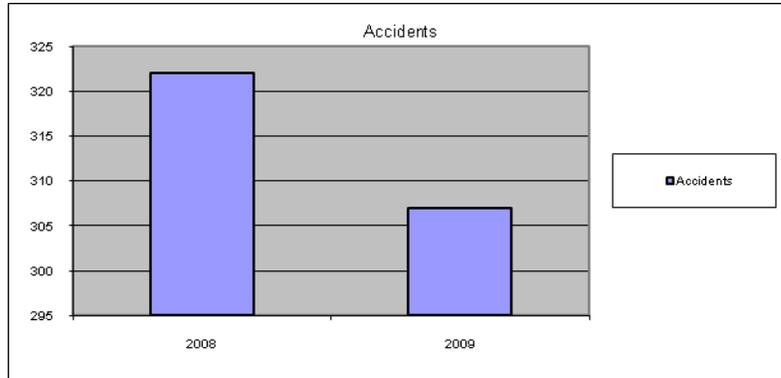
**CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR MOTOR VEHICLE SUMMONS COMPARISON**

	2008	2009	% of Change
DWI	14	12	-14.3%
Speeding	142	101	-28.9%
Moving	685	436	-36.4%
Other	591	356	-39.8%
Parking	2091	1547	-26.0%
Warnings	897	872	-2.8%
TOTAL	4420	3324	-24.8%



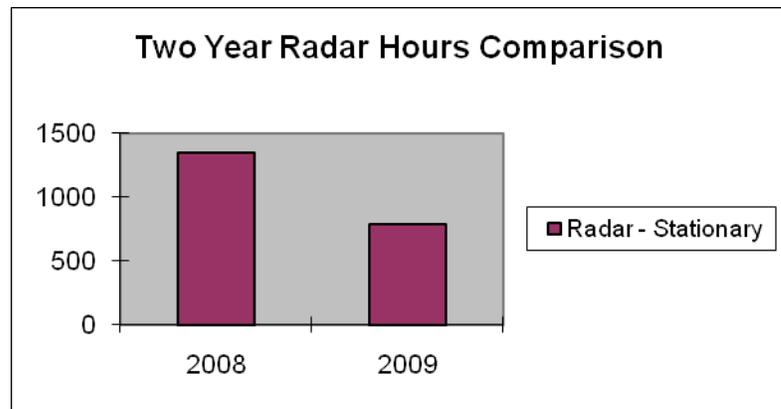
**CHATHAM BOROUGH POLICE DEPARTMENT
TWO YEAR MOTOR VEHICLE ACCIDENT COMPARISON**

	2008	2009	% of Change
Accidents	322	307	-4.7%



TWO YEAR RADAR HOURS COMPARISON

	2008	2009	% of Change
Radar - Stationary	1346	784	-41.8%



SECTION EIGHT

Commitment, Concern, Compassion and Professionalism

During late 2009, the Borough of Chatham experienced one of the most heinous crimes in its history. Father Ed Hinds, a priest at the St. Patrick's Church and beloved member of the community was violently murdered in the rectory of his church. As a result of that unfortunate incident, the nation observed firsthand the commitment, concern and professionalism displayed by the Chatham Borough Police Department in all aspects related to this investigation and the final arrangements.

In times of tragedy, emotions often dictate how a person will respond. In this tragic incident, the first responders of the Chatham Borough Police Department handled themselves in an extremely professional manner consistent with their level of training and professionalism. The officers who were involved from the beginning maintained their composure, ensured public safety, secured the scene for criminal investigation and held steadfast through long and arduous hours of public assistance. In addition to their respective police related roles at the scene, many officers went above and beyond the call of duty to assist residents who were expressing concern and grief. Officers took the time to go the extra mile to assist residents, parishioners, parents and students in their time of need, while at the same time performing their respective job functions.

Upon conclusion of the investigative function of this incident, the police department had to arrange and facilitate traffic and public safety for the funeral services for Father Hinds. As a beloved member of the Roman Catholic Church, many members of the clergy in the Paterson Diocese attended the funeral services as well as family, friends, residents, students and parishioners. In addition to the already large crowd expected, the police department learned that protest and counter protest groups planned to demonstrate at the funeral, therefore, additional public safety and security measures needed to be implemented involving law enforcement efforts from more than a dozen law enforcement agencies throughout the county.

Overall, the members of this agency managed to facilitate a smooth transition from a horrific tragedy to community safety and secure memorable final services for Father Hinds.

On December 14, 2009, the Mayor and Council of the Borough of Chatham along with Morris County Prosecutor Robert Bianchi, Esq. recognized the members of the Chatham Borough Police Department with framed copies of a resolution recognizing the professional and compassionate efforts of all the members involved. As depicted in the photograph on the cover, members of the Chatham Borough Police Department stood together proudly as Mayor Vaughan and Morris County Prosecutor Bianchi spoke about the actions taken by the police department during those unforgettable events in October of 2009.

In all, the Chatham Borough Police Department has once again shown that when things seem to be at their worst, collectively, they will always pull together and rely on one another as a team to provide the highest level of commitment, concern, compassion and professionalism to the members of this community.