

# Police Department



Administrative & Investigative Services Bureau

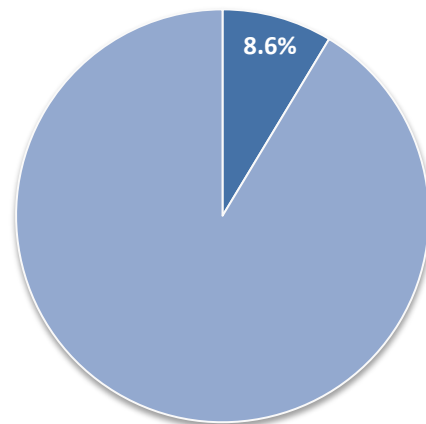
Field Services Bureau



## Department Description

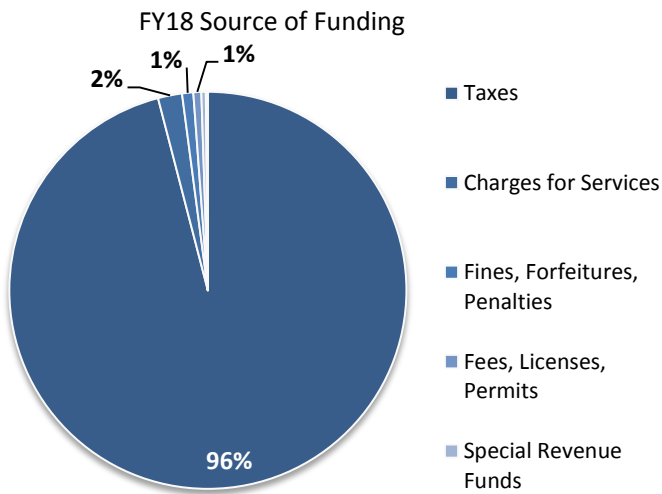
The Barnstable Police Department is comprised of two principal organizational Bureaus whose members strive to work in partnership with our community in seeking out and solving problems in order to enhance our quality of life. We are committed to preserving the peace and protecting the lives, property and rights of all our citizens through proactive policing strategies.

Percentage of FY18 General Fund Budget



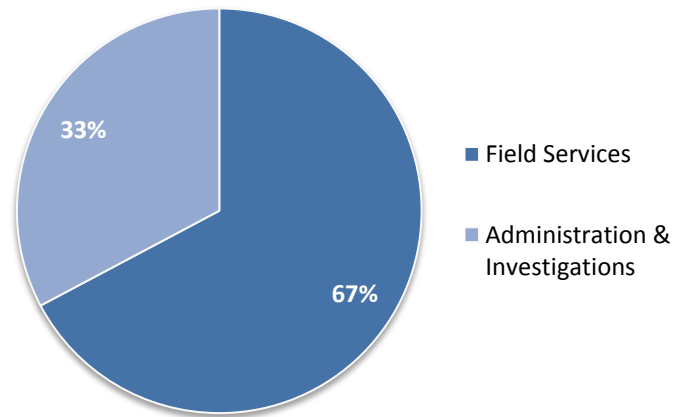
The Police Department budget comprises 8.6% of the overall General Fund budget.

Police Department Financial Summary



Taxes support 96% of the budget.

Police Department FY18 Budget By Bureau



Field Services represent 67% of this operating budget.

Police Department Budget History



The Police Department budget has increased from \$11.6 million in FY14 to \$13.83 million proposed in FY18 or 19.26%. Most of the increase is attributable to contractual costs as well as an increase in the number of staffing.

**Fiscal Year 2018 Overall Department Goals (in practice by both Bureaus)**

1. Continue to address quality of life issues within our community, including:
  - a) **Homelessness:** the Department continues to make progress working with outside resources, the court and people within this population to address the many concerns surrounding this topic.
  - b) **Opiate trafficking and use:** the Department continues to not only use proactive enforcement strategies, but also working with outside agencies to address community awareness of this epidemic.

Police Department	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2016	FY 2017	FY 2017	FY 2018	FY17 - 18	Change
Taxes	\$ 12,419,486	\$ 12,743,050	\$ 12,779,751	\$ 13,276,845	\$ 533,795	4.19%
Fines, Forfeitures, Penalties	132,948	176,000	131,083	126,000	(50,000)	-28.41%
Fees, Licenses, Permits	106,072	149,840	182,755	89,000	(60,840)	-40.60%
Charges for Services	350,034	265,000	353,837	271,000	6,000	2.26%
Interest and Other	60,745	24,000	53,925	23,000	(1,000)	-4.17%
Special Revenue Funds	50,000	50,000	50,000	50,000	-	0.00%
<b>Total Sources</b>	<b>\$13,119,283</b>	<b>\$13,407,890</b>	<b>\$13,551,351</b>	<b>\$13,835,845</b>	<b>\$ 427,955</b>	<b>3.19%</b>

Expenditure Category	Actual	Approved	Projected	Proposed	Change	Percent
Personnel	\$ 11,791,903	\$ 12,144,520	\$ 12,275,555	\$ 12,572,784	\$ 428,264	3.53%
Operating Expenses	944,799	940,570	892,582	868,941	(71,629)	-7.62%
Capital Outlay	382,581	322,800	383,214	394,120	71,320	22.09%
<b>Total Appropriation</b>	<b>\$13,119,283</b>	<b>\$13,407,890</b>	<b>\$13,551,351</b>	<b>\$13,835,845</b>	<b>\$ 427,955</b>	<b>3.19%</b>

Employee Benefits Allocation:	Actual	Approved	Projected	Proposed
Life Insurance	\$ 721		\$ 743	
Medicare	142,856		156,762	
Health Insurance	802,976		851,000	
County Retirement	1,843,204		2,126,246	
<b>Total Employee Benefits (1)</b>	<b>\$ 2,789,757</b>		<b>\$ 3,134,752</b>	

<b>Total Expenditures Including Benefits</b>	<b>\$15,909,040</b>		<b>\$16,686,103</b>	
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<b>Full-time Equivalent Employees</b>	<b>132.75</b>	<b>132.75</b>	<b>141.75</b>	<b>9.00</b>
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(1) Employee benefits are not included in the department's appropriation and are allocated for informational purposes only.

**Summary of Significant Budget Changes**

The FY18 proposed budget is increasing \$427,955 or 3.19%. Personnel costs are increasing \$428,264 or 3.53%. Most of the increase is attributed to contractual obligations. Other costs includes \$189,167 to hire 9 FTE's to support the police dispatch center, \$11,880 for overtime to support police training, and \$19,140 to support additional hours for Matrons. Operating costs are decreasing by \$71,629 or 7.62%. Several one-time costs have been removed, which helps mitigate the additional cost for dispatch uniforms and advertisement (\$3,500), specialized training and legal updates (\$22,230), purchase patrol refills (\$5,746), safety equipment (\$4,100), and an increase in the gasoline contract (\$17,700). Capital Outlay includes \$270,000 of funding for 6 new patrol vehicles, \$79,500 for computer hardware and software, \$18,000 for Tasers, and \$26,620 traffic equipment. Tax support will increase by \$533,795 in FY18 and provides most of the funding for this department.

## Additional Funding Recommended

### 1. Increase Number of Civilian Telecommunicators

**\$488,350 Requested**  
**\$192,667 Recommended**

The use of civilian dispatchers at the Barnstable Police Department is a long-standing recommendation and one that was successfully implemented in 2001. A return to a civilianized telecommunications center will provide not only a professional, specifically skilled staffing solution, but will enable the Department to assign nine additional officers to the street to utilize their training as intended. The recommended funding will provide the funds necessary to begin this change in January 2018. The FY19 budget will reflect the balance of the additional costs needed for this initiative.

The opportunity to bring consistency of staff, service, skills, and scheduling in the police telecommunications center, as well as get more officers out on the street where they are ideally utilized, will be lost. Furthermore, the Department will continue to be mandated to annually provide 16 hours of continuing education for approximately eighty telecommunicators, which creates an unnecessary burden of training records management and impractical use of training time.

### 2. Specialized Training

**\$52,110 Requested**  
**\$52,110 Recommended**

Since the demands on law enforcement are not static, the training needs are ever increasing. We are seeking to maintain our current level of training and enhance particular areas of interest through specialized trainings that will ensure the services provided to the Town of Barnstable are balanced, measured, and proper in every aspect. Some of the specialized trainings listed are courses that our own officers are instructing which represents a cost savings, however, there are overtime costs associated with sending officers who are off duty or back-filling shifts for their attendance at classes.

### 3. Increase in Funding of Hours for Matron Coverage

**\$19,140 Requested**  
**\$19,140 Recommended**

The department is currently budgeted for matron coverage for thirteen shifts per week out of 16 shifts. The holding facility at the police department has changed in recent years in both the daily use of the holding cells and in the complexity of individuals held in custody. The matrons' primary duties are to provide well-being checks every 15 minutes. They also perform pat-downs on female arrestees and complete property inventory sheets for those held in custody. However, their primary and most important role is to guard against the serious liability exposure associated with detaining individuals in a temporary jail setting to ensure that they do not harm themselves and/or that their medical needs are met while under our watch.

### 4. Patrol Rifles

**\$5,746 Requested**  
**\$5,746 Recommended**

Two new Patrol Rifles to be utilized by Detectives, flashlights for all rifles, standardized slings for the rifles, new magazines and three deployment bags with medical supplies and extra magazines for the rifles to support critical incidents. Given the surge in active shooter and lone-wolf attacks police Patrol Rifles are a critical tool for any department. We currently field 10 Patrol Rifles, which are shared by qualified officers and deployed on patrol, and the Detective Unit does not have any rifles assigned.

## Additional Funding Recommended (Continued)

### 5. Portable Breath Testing Device (PBT)

**\$4,100 Requested**  
**\$4,100 Recommended**

The police department encounters numerous people that may be under the influence of alcohol ranging from vehicle operators to homeless people. The PBT offers a quick easy way to verify that a person may be intoxicated. It can be used at a motor vehicle stop or an encounter of a person on the street or any other location an officer responds to. Upon requests from some schools, they have been used at school functions when a student's sobriety is in question.

### 6. Increase in gasoline/diesel

**\$17,700 Requested**  
**\$17,700 Recommended**

The Town of Barnstable through a collaborative bidding process with Barnstable County, receives fixed contract prices for both gasoline and diesel wholesale purchases. Fiscal 2018 contract prices have increase over the previous year. The department requests funding to support the increase cost associated with these price increases.

### 7. Computer Hardware & Software

**\$79,500 Requested**  
**\$79,500 Recommended**

The police department has been using and outdated and obsolete versions Microsoft Office 2007 and Microsoft Exchange Server 2010. The department is long overdue for an update to a more secure, modern and efficient software productivity suite as realized in Microsoft Office 2016 and Microsoft Exchange Server 2016. Upgrading these two software systems is necessary to ensure productivity and efficiency of all police employees in their day to day functions and duties. These two systems used and relied upon by every person in the department and are in use 24/7.

Furthermore, a server refresh is needed to replace old, outdated servers that have been in use 24/7 since 2009. Due to our continued digital growth and demand for more processing power, new and more powerful servers are necessary to provide our infrastructure with the resilience, redundancy and the processing power to meet our environment demands.

### 8. Vehicles

**\$270,000 Requested**  
**\$270,000 Recommended**

The department requests the replacement of 6 patrol vehicles that can be placed into service delivery to the community in patrolling, investigating, responding and protecting the citizenry and commercial businesses in the Town of Barnstable and for optimum safety to police officers driving the vehicle.

### 9. Traffic Equipment

**\$30,360 Requested**  
**\$26,620 Recommended**

Traffic enforcement of speeders is one of the top requests of residents in the Town. The speed trailers provide a quick and immediate response to problem traffic areas. These trailers would be replacing two trailers that are no longer in service. The old trailers no longer work due aging equipment that can no longer be serviced due to parts that are no longer manufactured. Technology has changed greatly with the new signs allowing a led display and flashing lights to be programmed instead of just a speed display, which is how the old trailers worked. They also are solar powered and can remain deployed for days on end. The old signs were battery powered and had to be recharged every few days requiring more man-hours for constant deploying and charging.

# Administrative & Investigative Services Bureau

## Bureau Description

The Administrative & Investigative Services Bureau is committed to providing the department with leadership via the senior command staff. The Investigative Services Division is responsible for criminal investigations, victim services, youth services, prosecution, drug-related crime, the Community Impact Unit, and the Consumer Affairs Officer. The Administrative Division is responsible for training, information systems, crime analysis, finance and support services, personnel selection, volunteer services, records, evidence, licensing, alarms, vehicle maintenance, and facility maintenance.



**Administrative Services Program**



**Investigative Services Program**

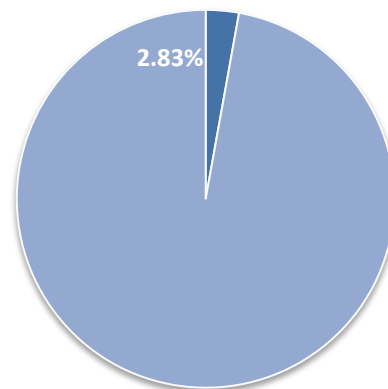


**Records Program**

## Recent Accomplishments

- Private Property Complaints: 16 site visits conducted with regulatory services
- Alcohol Compliance Checks: 51 Bar/Restaurant checks conducted; 25 Package Stores/Convenience Stores conducted
- Alcohol Establishment complaints: 2 investigated
- Taxi Inspections conducted: Two-day Meter Inspection conducted in October (56 in total); Two-day Safety Inspection/renewal conducted in December (56 in total)
- Livery inspections conducted: One-day safety/renewal inspection conducted in December (35)
- Joint Compliance checks with Hyannis FD of alcohol establishments (Hyannis area): 10 establishments checked

Percentage of FY18 General Fund Budget



This division comprises 2.83% of the total General Fund budget

## Additional Recent Accomplishments

- Major Investigations:** In 2016, Barnstable Police Detectives completed the most significant investigation in the history of the BPD. Detectives spent over five months, working 16 hour days, seven days a week, using wiretapping practices to dismantle the most sophisticated and violent drug trafficking operation on Cape Cod. On September 19, 2015, Christine Ferriera was brutally murdered by individuals associated with the Denzel Chisholm/Christian Chapman Drug Trafficking Organization (NAUTI-Block gang) in retaliation for Ferriera's testimony against their members in a BPD robbery/attempted murder investigation in Hyannis, Massachusetts. Because of the homicide and other recent acts of violence committed by the gang, the BPD and the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) initiated the investigation. Between October of 2015 and April 5, 2016, investigators intercepted 17 different cellular telephones used by gang members and associates, used informants to purchase firearms and narcotics, and initiated car-stops based on interceptions that resulted in drug and firearm seizures. An arrest and interview conducted because of the investigation led to the identification of the individuals involved in the murder of Ferriera. During the course of the investigation, investigators purchased and/or seized approximately 1,200 grams of heroin, thirteen (13) firearms, including a machine gun and TEC-9, 648 rounds of ammunition, and approximately \$200,000 in U.S. currency. On April 5, 2016, the BPD Detectives along with approximately 150 other local, state, and federal partners simultaneously executed 17 Federal search warrants and 12 Federal arrest warrants. Evidence found during the 17 search warrants included five (5) additional firearms, approximately 200 grams of heroin, and \$35,000 in U.S. Currency. Because of the investigation, BPD Detectives arrested 22 members of the organization. The Cape & Islands District Attorney's Office also charged the three main suspects with Ferriera's murder. As of December 2016, seven (7) defendants have already pled guilty in federal court. The investigation remains ongoing.
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- Community Impact Unit:** On a daily basis, through its partnership with multiple social service agencies, the Community Impact Unit (CIU) continued to address the adverse effects of homelessness, mental illness and drug addiction (the CIU target population) on Public Health & Safety, Quality of Life, and Housing in the Town of Barnstable. The CIU met monthly with the Barnstable Community Crisis Intervention Team (CCIT), which collectively works to provide appropriate services for individuals in the target population by coordinating housing, physical and mental health services, substance abuse treatment, appropriate terms of probation, and case management. Weekly case conferences with the Street Outreach Team were coordinated by the CIU relative to vulnerable individuals in their target population. Weekly meetings were conducted between the CIU and Gosnold Drug Treatment, as well as in-person meetings with victims of opiate overdose to offer options for recovery. Six Community Service Officers were hired for the summer season to work in the CIU during the busy summer season. The Street Crimes Unit was combined into the CIU towards the common endeavor of deterring crimes and public nuisance crimes that directly affect the Quality of life for residents, businesses and visitors. The CIU collaborated with the Behavioral Health Coalition of Cape Cod and the Islands to teach three Mental Health First Aid (MHFA) classes to regional police departments and certified 50 additional Barnstable Police Officers in MHFA with the end goal of having all sworn members of the department certified.



**Community Service Impact Unit**

- **Activity of Consumer Affairs Officer:** Worked in partnership with Regulatory Services to address the following areas of complaint:
    - *Auto Dealership Complaints:* 9 Class II Dealer complaints investigated; 1 Class I Dealer complaint investigated;
    - *Auto Dealership Site Visits:* 4 conducted;
    - *Licensed Business Complaints:* 8 businesses addressed;
    - *Open Air Parking Lot Complaints:* 4 investigations;
    - *Taxi Complaints:* 5 Complaints addressed;
    - Unregistered MV complaints: 6 investigations conducted;
    - Junk Dealer complaints: 2 Investigations; and
    - 10 Show Cause Hearings.
- The above information does not include many follow-ups, action plans, or police service calls.
- **Hirings/Promotions:** Promoted five Sergeants; hired nine new officers; hired six Seasonal Community Service Officers (36 candidates of which 16 were interviewed); hired three matrons (five individual background checks).
  - **Training:** In the spring of 2017 hosted an FBI Law Enforcement Executive Development course at the Barnstable Police Facility. Five Lieutenants were sent to a 10-session Executive Development Series at Roger Williams University. Sent nine recruit officers to the Plymouth Police Academy and monitored their progress and performance – eight recruits graduated in September 2016.
  - **Other Accomplishments of Note:** Participated in the Barnstable Youth Commission Annual Youth Summit, Community Substance Abuse Prevention Forum and all regular monthly meetings. Also, conducted 58 background investigations for other law enforcement agencies, and secured \$424,598 in grant funding. The Narcotics unit made 77 undercover buys/purchases; performed 34 search warrants; made 83 arrests, seized 195 grams of Cocaine, 3,485 grams of Heroin and 25 pounds of marijuana – altogether representing a street value of approximately \$765,000. Purchased a drone that has already been extremely helpful in locating missing persons and wanted suspects, in accessing remote crime scenes and in accident reconstruction.



## Fiscal Year 2018 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's FY18 Quality of Life Strategic Plan- See Introduction Section)

### Short Term:

1. Collaborating with community resources, such as the Barnstable Youth Commission, continues to develop and promote a drug education and prevention programs for school-age youth. **(SP: Education, Public Health and Safety, Communication)**
2. Continue ongoing Mental Health training for all patrol officers. **(SP: Education, Public Health and Safety, Communication)**
3. Increase the number of Community Service Officers working in the summer from six to ten. **(SP: Education, Public Health and Safety)**
4. Work with the Town Manager and the Town Council on a favorable plan to reopen the Shooting Range. **(SP: Environment and Natural Resources, Economic Development)**

### Long Term:

1. Continue to address quality of life issues especially in the areas of homelessness; opiate trafficking and use; and a continued reduction in Part I crimes. **(SP: Education, Public Health and Safety)**
2. Replacement of the Police Department's Radio System. **(SP: Public Health and Safety, Infrastructure)**

## FY17 Goals and Results

1. **To reduce crime and improve the overall Quality of Life and Public Health and Safety within the Town, the Narcotics Unit and the Street Crimes Unit will focus on identifying and dismantling organized groups of individuals involved in the distribution of opiates such as heroin.**

**Result:** Two major investigations surrounding drug trafficking, prostitution and murder were solved by the use of wire-taps and sophisticated investigatory practices and technical expertise by the Barnstable PD. Between the two cases, three murders had occurred and subsequently five people were charged with murder. Both of these cases represent the largest drug trafficking, murder cases brought to adjudication in the history of the Barnstable Police, and were responsible for the shutdown of significant drug trafficking organizations onto the Cape that had a serious impact on the quality of life in the Town of Barnstable.

2. **Combine the Street Crime Unit and Community Impact Unit to incorporate uniform policing strategies directed toward issues specific to the Main Street Hyannis area.**

**Result:** This goal was met and contributed to the success of other measures being taken in the Hyannis area to alleviate concerns and improve quality of life.

3. **Incorporate additional resources as follows to target specific issues: community resource officers in Hyannis during the summer months.**

**Result:** This goal was met with the hiring of six community service officers that patrolled the Main Street area throughout the summer and fall. With the success of this program, the department will be looking to expand it on the coming year.

4. **Incorporate additional resources.**

**Result:** A narcotic detection dog as added, as well as the addition of Seasonal Community Service Officers.

5. **Continue Mental Health Training for all officers.**

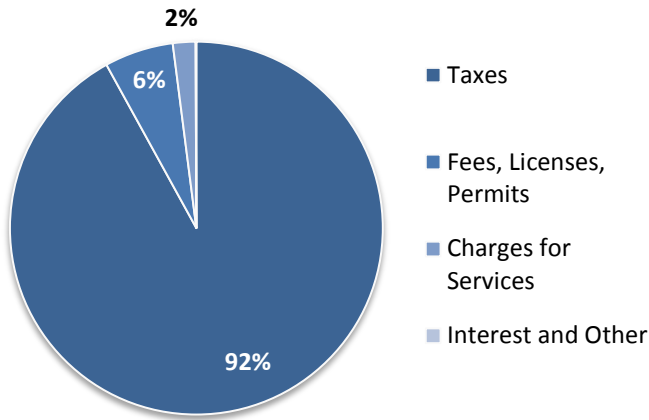
**Result:** 50 additional officers were certified in mental health first aid.



**High School Road and Main Street Junction – Annual Father’s Day Car Show**

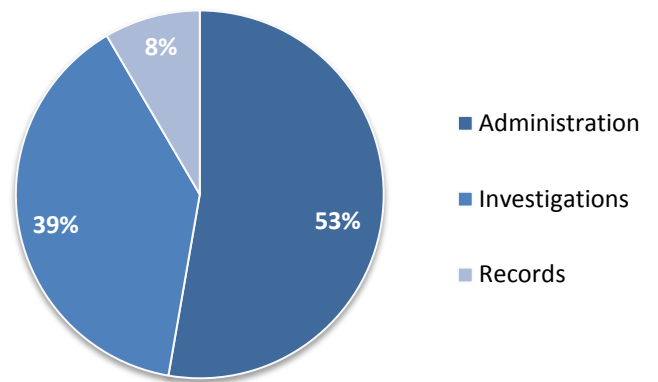
Administrative & Investigative Services Division Financial Summary

FY18 Source of Funding



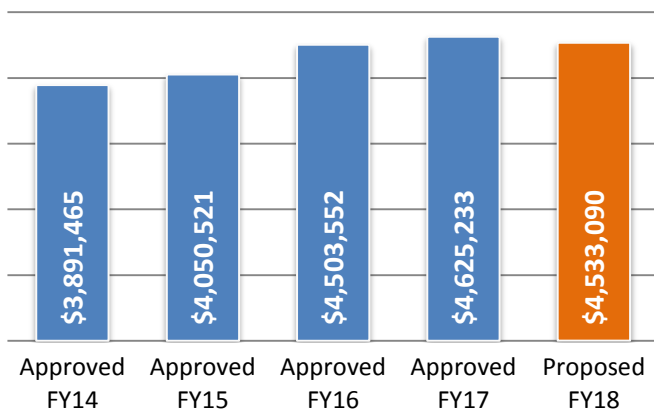
92% of the funding is provided from taxes.

Administrative & Investigative Services FY18 Budget By Program



Administration 53% and Investigations 39% comprise of this division's budget.

Administration & Investigative Services Budget History



The budget has increased from \$3.684 million in FY13 to \$4.625 million in FY17 or 25.52% over the five-year period.

Admin & Investigative Services	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2016	FY 2017	FY 2017	FY 2018	FY17 - 18	Change
Taxes	\$ 3,624,453	\$ 4,207,393	\$ 3,360,531	\$ 4,170,090	\$ (37,303)	-0.89%
Fees, Licenses, Permits	106,072	149,840	182,755	89,000	(60,840)	-40.60%
Charges for Services	350,034	265,000	353,837	271,000	6,000	2.26%
Interest and Other	1,685	3,000	3,225	3,000	-	0.00%
<b>Total Sources</b>	<b>\$ 4,082,243</b>	<b>\$ 4,625,233</b>	<b>\$ 3,900,348</b>	<b>\$ 4,533,090</b>	<b>\$ (92,143)</b>	<b>-1.99%</b>
Expenditure Category						
Personnel	\$ 2,767,583	\$ 3,384,663	\$ 2,637,997	\$ 3,283,275	\$ (101,388)	-3.00%
Operating Expenses	932,078	917,770	879,137	855,695	(62,075)	-6.76%
Capital Outlay	382,581	322,800	383,214	394,120	71,320	22.09%
<b>Total Appropriation</b>	<b>\$ 4,082,243</b>	<b>\$ 4,625,233</b>	<b>\$ 3,900,348</b>	<b>\$ 4,533,090</b>	<b>\$ (92,143)</b>	<b>-1.99%</b>
Employee Benefits Allocation:						
Life Insurance	\$ 196		\$ 208			
Medicare	26,875		30,056			
Health Insurance	224,867		223,890			
County Retirement	515,638		243,323			
<b>Total Employee Benefits (1)</b>	<b>\$ 767,577</b>		<b>\$ 497,478</b>			
<b>Total Expenditures Including Benefits</b>	<b>\$ 4,849,819</b>		<b>\$ 4,397,826</b>			

(1) Employee benefits are not included in the department's appropriation and are allocated for informational purposes only.

### Summary of Significant Budget Changes

The FY18 proposed budget is decreasing \$92,143 or 1.99%. Personnel costs are decreasing \$101,388 mostly attributed to officer retirements. Other personnel costs include all contractual obligations and \$11,880 for officer training. Operating costs are decreasing \$62,075. Most of the cost reductions are due to one-time expenses for specific training, equipment, and dress uniforms. Those reductions have been offset by additional costs that include \$22,230 for training, dispatch advertising (\$500), \$17,700 for an increase in the gasoline contract, \$3,000 for dispatch uniforms, and \$4,100 portable breath testing devices. Capital outlay costs are increasing \$71,320. This includes \$270,000 for 6 new vehicles, \$79,500 for computer hardware and software maintenance, \$18,000 for Tasers, and \$26,620 for new traffic enforcement equipment. Tax support is decreasing by \$37,303.

### Full-time Equivalent Employees

Job Title	FY 2016	FY 2017	FY 2018	Change
Administrative Assistant	3.00	3.00	3.00	-
Alarm Administrator	1.00	1.00	1.00	-
Chief of Police	1.00	1.00	1.00	-
Confidential Assistant to Chief	1.00	1.00	1.00	-
Deputy Chief	1.00	2.00	2.00	-
Detective	7.00	10.00	10.00	-
Director of Finance & Support Services	1.00	1.00	1.00	-
Domestic Violence/Victim Services	-	1.00	1.00	-
Financial Coordinator	1.00	1.00	1.00	-
Lieutenant	2.00	1.00	1.00	-
Mechanic	2.00	2.00	2.00	-
Patrol Officer	8.00	3.00	3.00	-
Records/Property Supervisor	1.00	1.00	1.00	-
Secretary to Detective Division	1.00	1.00	1.00	-
Sergeant	4.00	4.00	4.00	-
Tech Administrator	1.00	1.00	1.00	-
<b>Full-time Equivalent Employees</b>	<b>35.00</b>	<b>34.00</b>	<b>34.00</b>	<b>0.00</b>

## Description of Division Services Provided

### Administrative Services

The Administrative Services provides the Department with leadership and support via the senior staff through a variety of functional areas as follows:

- Under the direction of a Lieutenant, the Executive Services includes the Personnel Selection Unit, the Professional Standards Unit, the Information Systems Office, the Research and Analysis Unit, the Accreditation Office, and the Training Unit;
- Personnel Selection is responsible for the recruitment, investigation and selection of new police officers. Coordinates and monitors medical, psychological and physical aptitude testing for police officer candidates. Conducts background investigations on all civilian employees of the Department;
- Professional Standards is responsible for the investigation of allegations of misconduct by members of the Police Department;
- The Research and Analysis unit is responsible for the compilation of data-driven information that identifies trends in activity and crime then enables the department to direct specific action to an area and target the negative activity for remediation;
- Computer Support Operations is responsible for programming, maintenance and user support of all computer systems in the police building and in the police vehicles. Additionally, computer support is responsible for the maintenance and support of all electronic equipment. This area of the department also handles evidence pertaining to computer-based crimes;
- Training provides for the development of in-service training programs covering firearms, use of force, criminal and case law updates and other related training;
- Motor Vehicle Maintenance is responsible for the repair and upkeep of the Department's motor vehicles, motorcycles and boats;
- Administrative Services also includes areas relating to Communications Maintenance; Emergency Management; Budgeting and Finance; Grant Writing and Administration; and Facility Supervision and Maintenance; and
- Volunteer Services incorporates approximately 55 Volunteers in Police Service (VIPS) serving at the Main Station and the Main Street-Hyannis Substation and West Villages Station-Marstons Mills Substation.



Administrative Services	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2016	FY 2017	FY 2017	FY 2018	FY17 - 18	Change
Taxes	\$ 2,038,421	\$ 2,133,944	\$ 1,902,405	\$ 2,027,351	\$ (106,593)	-5.00%
Fees, Licenses, Permits	106,072	149,840	182,755	89,000	(60,840)	-40.60%
Charges for Services	350,034	265,000	353,837	271,000	6,000	2.26%
Interest and Other	1,685	3,000	3,225	3,000	-	0.00%
<b>Total Sources</b>	<b>\$ 2,496,210</b>	<b>\$ 2,551,784</b>	<b>\$ 2,442,222</b>	<b>\$ 2,390,351</b>	<b>\$ (161,433)</b>	<b>-6.33%</b>

Expenditure Category	Actual	Approved	Projected	Proposed	Change	Percent
Personnel	\$ 1,197,259	\$ 1,374,032	\$ 1,213,366	\$ 1,203,354	\$ (170,678)	-12.42%
Operating Expenses	916,370	854,952	845,642	792,877	(62,075)	-7.26%
Capital Outlay	382,581	322,800	383,214	394,120	71,320	22.09%
<b>Total Appropriation</b>	<b>\$ 2,496,210</b>	<b>\$ 2,551,784</b>	<b>\$ 2,442,222</b>	<b>\$ 2,390,351</b>	<b>\$ (161,433)</b>	<b>-6.33%</b>

Employee Benefits Allocation:		
Life Insurance	\$ 73	\$ 74
Medicare	11,053	11,731
Health Insurance	105,949	110,895
County Retirement	228,526	144,285
<b>Total Employee Benefits (1)</b>	<b>\$ 345,601</b>	<b>\$ 266,985</b>
<b>Total Expenditures Including Benefits</b>	<b>\$ 2,841,811</b>	<b>\$ 2,709,207</b>

(1) Employee benefits are not included in the department's appropriation and are allocated for informational purposes only.



**Records Program**

Records Program is responsible for the processing of all incident/accident/arrest reports to allow retrieval in a variety of formats. The Records Unit processes all firearm and hackney licenses within the Town of Barnstable.



- Evidence Preservation and Accountability is responsible for the processing, submitting for analysis and safekeeping of all evidence, drugs and property that come into possession of the department;
- Licensing and Permits investigates the suitability of issuing licenses to persons applying for firearms, taxi and other licenses;
- The Division maintains an active database of all sex offenders living and working in the Town of Barnstable. The Department disseminates all information regarding Level 3 Sex Offenders, including posting on our website. [www.barnstablepolice.com](http://www.barnstablepolice.com); and
- Alarm Administration provides for the registration of all alarms in both private residences and businesses in order to reduce the number of false alarm dispatches.

Records	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2016	FY 2017	FY 2017	FY 2018	FY17 - 18	Change
Taxes	\$ 341,129	\$ 377,169	\$ 336,757	\$ 382,450	\$ 5,281	1.40%
<b>Total Sources</b>	<b>\$ 341,129</b>	<b>\$ 377,169</b>	<b>\$ 336,757</b>	<b>\$ 382,450</b>	<b>\$ 5,281</b>	<b>1.40%</b>

Expenditure Category	Actual	Approved	Projected	Proposed	Change	Percent
Personnel	\$ 326,380	\$ 326,169	\$ 313,382	\$ 331,450	\$ 5,281	1.62%
Operating Expenses	14,749	51,000	23,375	51,000	-	0.00%
<b>Total Appropriation</b>	<b>\$ 341,129</b>	<b>\$ 377,169</b>	<b>\$ 336,757</b>	<b>\$ 382,450</b>	<b>\$ 5,281</b>	<b>1.40%</b>

Employee Benefits Allocation:			
Life Insurance	\$ 45		\$ 52
Medicare	4,390		7,999
Health Insurance	16,415		17,796
County Retirement	60,010		60,109
<b>Total Employee Benefits (1)</b>	<b>\$ 80,859</b>		<b>\$ 85,956</b>
<b>Total Expenditures Including Benefits</b>	<b>\$ 421,988</b>		<b>\$ 422,713</b>

(1) Employee benefits are not included in the department's appropriation and are allocated for informational purposes only.



## Investigative Services

The Investigative Services Program falls under the supervision of a Deputy Chief. Those functions include a Narcotics Unit, a General Investigations Unit, Juvenile Services, an Arson Investigator, a Sexual Assault Investigator, a Domestic Violence Detective and the Community Impact Unit. The focus of the Investigative Services Bureau is the investigation of serious crimes including, but not limited to, homicides, assaults, sexual assaults, robberies, burglaries, narcotics trafficking, weapons (gun) violations, larcenies, and identity fraud. The Bureau accomplishes its work through a number of functional areas as follows:



- A Detective Lieutenant supervises the day-to-day operations of General Investigations Unit and is responsible for the investigation of all felony and serious crimes;
- Narcotics and Vice Control Unit is responsible for the investigation of drug offenses and conditions that may promote crime. A Detective Sergeant supervises the day-to-day operations of this unit;
- The primary function of the Community Impact Unit is to address the adverse impact of homelessness, mental illness and drug addiction on the community and to deter crimes of violence, “open air” (in public) narcotics distribution, disorderly conduct, and other public nuisance offenses such as prostitution and vandalism. The unit is active in all the villages of the Town of Barnstable;
- The Computer Forensic Technology Lab tests and preserves evidence relative to crimes committed in which technology was utilized to assist in the crime (cell phones, computers, etc.);
- Juvenile Services investigates crimes and status offenses involving juveniles and the investigation of sexual assaults; provides a School Resource Officer at Barnstable High School and Adopt-A-School Officers at six (6) elementary schools and one (1) middle school;
- Criminal Identification assists in the collection and preservation of evidence, photographing crime and accident scenes and the fingerprinting and photographing of arrested persons;
- Victim Services coordinates the department’s response to incidents of domestic violence, victims of other incidents and assists victims in obtaining support services;
- The Prosecution Unit of the Police Department is responsible for the preparation and presentation of all cases on the District Court level. This not only includes over two thousand arrests per year but also motor vehicle hearings, show cause hearings, warrant applications, summons and alcohol commitments. The Prosecution Unit, which includes a Sergeant and a Detective, who act as the Department’s liaison, and maintains an effective working relationship scheduling and coordinating all cases with the Court, District Attorney’s Office, defense counselors and witnesses. The unit assures that police officers are notified of pending cases, of cancellation of cases, and assures that evidence is available when needed; and
- The Citizen’s Police Academy provides training to the citizens of the Town on the duties and functions of the Police Department, and recently graduated its 28<sup>th</sup> class.

Investigative Services	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2016	FY 2017	FY 2017	FY 2018	FY17 - 18	Change
Taxes	\$ 1,244,904	\$ 1,696,281	\$ 1,121,369	\$ 1,760,289	\$ 64,008	3.77%
<b>Total Sources</b>	<b>\$ 1,244,904</b>	<b>\$ 1,696,281</b>	<b>\$ 1,121,369</b>	<b>\$ 1,760,289</b>	<b>\$ 64,008</b>	<b>3.77%</b>
Expenditure Category					Change	Percent
Personnel	\$ 1,243,945	\$ 1,684,463	\$ 1,111,249	\$ 1,748,471	\$ 64,008	3.80%
Operating Expenses	959	11,818	10,120	11,818	-	0.00%
<b>Total Appropriation</b>	<b>\$ 1,244,904</b>	<b>\$ 1,696,281</b>	<b>\$ 1,121,369</b>	<b>\$ 1,760,289</b>	<b>\$ 64,008</b>	<b>3.77%</b>
Employee Benefits Allocation:						
Life Insurance	\$ 79		\$ 82			
Medicare	11,432		10,326			
Health Insurance	102,504		95,200			
County Retirement	227,102		38,929			
<b>Total Employee Benefits (1)</b>	<b>\$ 341,117</b>		<b>\$ 144,537</b>			
<b>Total Expenditures Including Benefits</b>	<b>\$ 1,586,020</b>		<b>\$ 1,265,906</b>			

(1) Employee benefits are not included in the department's appropriation and are allocated for informational purposes only.

## Performance Measures / Workload Indicators

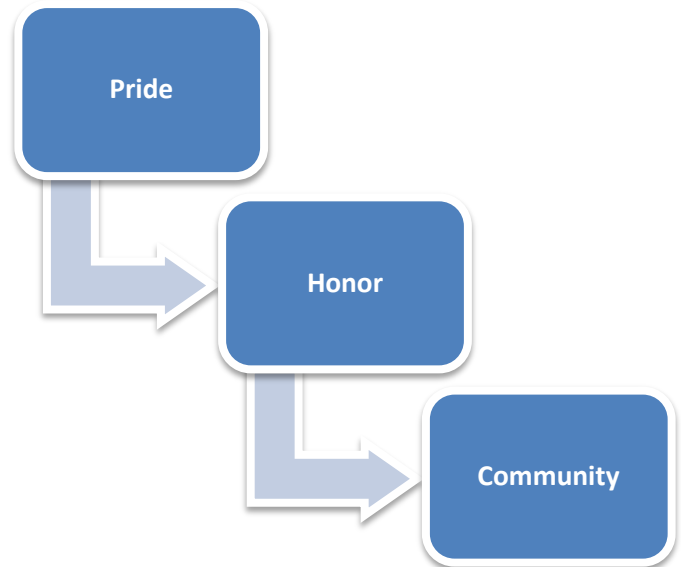
Performance Measures:	Training (Police Officer and Telecommunications Specialized Training Hours)			
Training Topic	# of Officers	Hours Per Officer	Frequency	Yearly Avg Hours
Armorer	4	8	Bi-Annual	16
Breath Test Operator	80	8	Tri-Annual	213
Chemical Munitions Instructor Re-cert	4	40	Bi-Annual	80
CJIS	119	4	Bi-Annual	220
Computer Forensics	2	40	Annual	80
Crisis Negotiator	5	60	Annual	300
K-9	3	196	Annual	588
SWAT In-Service	12	112	Annual	1,344
Crime Analysis	1	80	Annual	80

Workload Indicators	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Firearms Licenses Processed	663	729	801
Taxi/Limousine Licenses Issued	114	122	144
Processed Arrest/Incident/Accident Reports	7,274	7,346	7,419
Processed Item Evidence/Property	2,820	2,848	2,876
Process sex offenders for annual registrations, etc.	245	269	295
Home sex offender verification checks	39	80	80

# Field Services Bureau

## Mission Statement

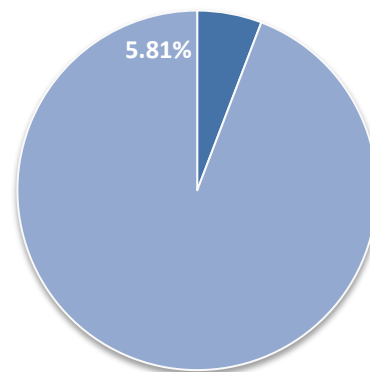
The Field Services Bureau - police relations includes detection and apprehension of criminal perpetrators and the maintenance of the safe and orderly flow of traffic. The mission of the patrol force is to develop our complement of officers and supervisors into a team. This team will become a cohesive unit with improved productivity and healthy working attitudes. This will enhance our service to the department, the community and our families.



## Recent Accomplishments

- Provided physical security, site security, and traffic escorts for two Presidential candidates.
- Processed 1,660 ‘on view’ arrests, 825 summonses, 684 protective custodies, and 104 protective custody evaluations.
- Performed 18,044 security checks of areas at potential risk of crime.
- Handled 2,320 medical emergency calls and responded to 102 opiate overdoses. 13 overdoses were fatal and Narcan was used 73 times by BPD personnel to revive victims.
- Performed 449 warrant attempts resulting in 223 warrant arrests.
- Made 180 Section 12 (mental health) and 121 Section 35 (alcohol) services.
- Responded to 626 domestic violence calls, made 149 domestic violence arrests and 538 restraining order service attempts.

Percentage of FY18 General Fund Budget



The Field Services Bureau comprises 5.81% of the total General Fund budget.

## Additional Recent Accomplishments

- Officers conducted 6,998 motor vehicle stops, issued 4,627 citations, investigated 753 traffic complaints and conducted 835 various traffic enforcement activities resulting in 272 traffic related arrests.
- Responded to 1,515 Homeless incidents, 972 were complaints received from the public and 543 were self-initiated by officers, 317 were related to intoxicated/impaired persons, 120 were due to disturbances, 115 were for medical assists, 159 were for CIU camp checks, and 590 calls were related to trespassing.
- Of special note, this year was the implementation of a new pilot program, the Community Service Officers. This program was initiated because of the Department's commitment to community policing and public engagement. The six CSOs that were hired had no arrest authority, but were envisioned to act as liaisons between the public on Main Street, Hyannis and the Department. Despite having no police powers, the young men and women of this program were dispatched to 22 calls from 7/1/16 through 9/21/16; however, they *self-initiated* 2155 different calls for service resulting in their handling of **2,177** various incidents during this period. Initially tasked with working from 7/1/16 until 9/5/16, the program was so successful that it has been continued until Columbus Day and the Department has plans to renew it for next year.
- Part 1 Crimes have steadily decreased over the past five years.
- Responded to 2,089 motor vehicle accidents, 1,582 accidents were property damage only, 292 were hit and run, 212 resulted in injury, and three were fatal.



## Fiscal Year 2018 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's FY18 Quality of Life Strategic Plan- See Introduction Section)

### Short Term:

1. Continue to strengthen our shift based training program. **(SP: Quality of Life, Education, Public Health and Safety, Communication)**
2. Increase the number of field interactions by each officer by: **(SP: Public Health and Safety, Communication)**
  - Expanding the use of foot and mountain bike patrols.
  - Implementing a pro-active plan within the town to promote traffic safety, education, and suppress criminal activity community wide.
3. Identify new programs to increase community outreach and interaction. **(SP: Public Health and Safety, Communication)**
4. Obtain national narcotic K9 certification and add an additional general purpose K-9. **(SP: Public Health and Safety)**

### Long Term:

1. Continue to expand our community policing efforts and non-traditional policing methods. **(SP: Public Health and Safety)**

## FY17 Goals and Results

### 1. Add a narcotic detection dog to the K9 unit.

**Result:** This goal was met with the selection of Ptl. Kevin Fullam to attend handler training with his newly acquired K9 partner, Vonnie. Both Officer Fullam and his partner are currently on patrol and performing their duties.

### 2. Increase traffic enforcement.

**Result:** This goal is ongoing as traffic related concerns continue to be one of the most frequent complaints received by the Department. Over the course of the year the Department has increased the number of speed and traffic data collection devices within its inventory and has utilized DATA driven approaches to address areas of concern.

### 3. Implement a schedule for shift-based training.

**Result:** Although the Department does utilize electronic means as well as roll call periods to address topics of concern and disseminate training materials, we would like to see further improvement in this area.

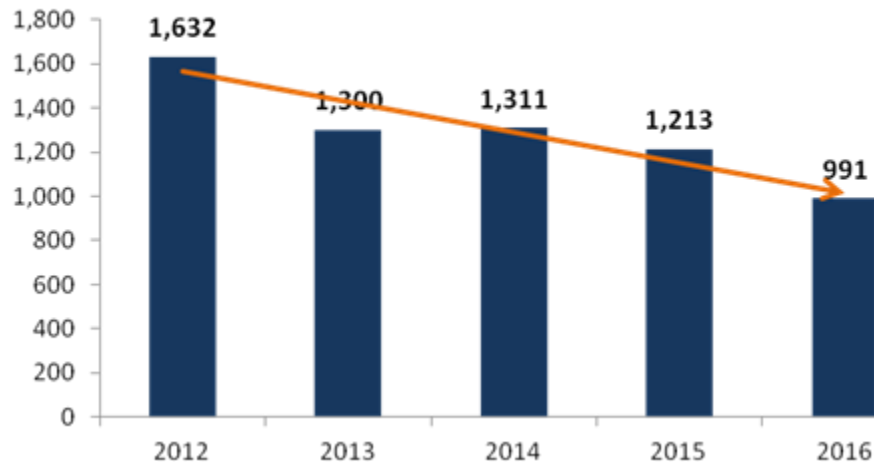
### 4. Create a 'downtown' sector for Hyannis in order to provide better coverage.

**Result:** This goal was met and the Department did identify and staff a specific area in and around Main Street with uniformed officers to address concerns. Officers utilized foot patrols, motorcycle patrols, mountain bike patrols, and traditional 'cruiser' patrols to provide an increased presence in the area.

### 5. Increase use of village stations and directed patrols.

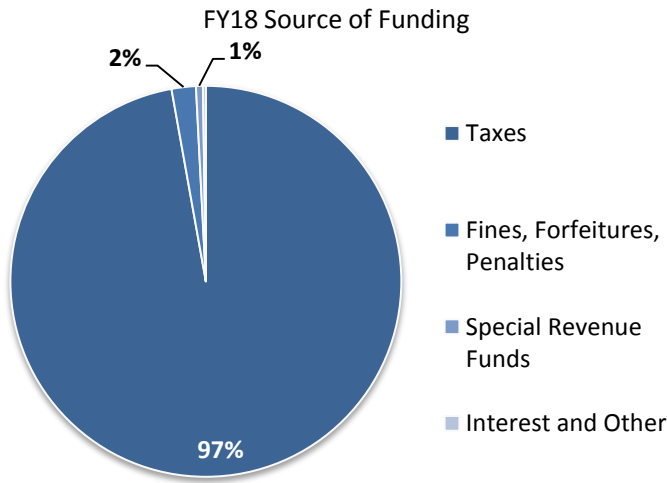
**Result:** This goal is another one of our continuing objectives. Although these locations are utilized for a variety of activities throughout the year, we would like to see more usage.

## Part 1 Crimes by Fiscal Year

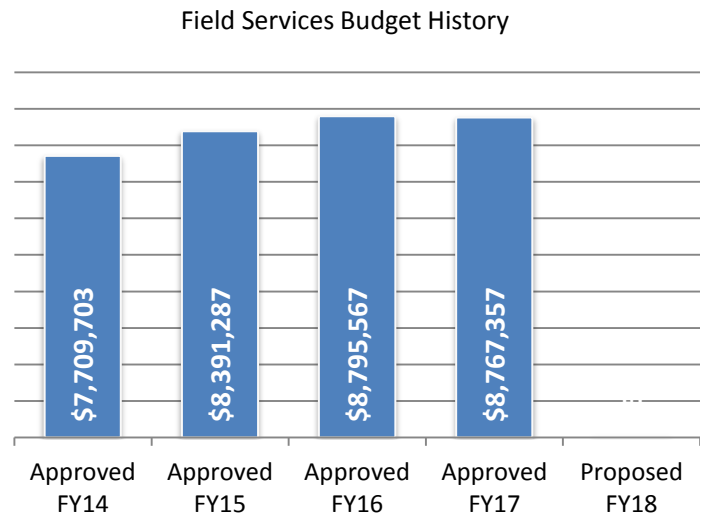


The total reported crimes have declined from 1,632 in year 2012 to 991 in year 2016 or 40% decline.

### Field Services Division Financial Summary



97% of the funding for this operation is provided from taxes.



The Field Services budget has increased from \$7.493 million in FY13 to \$8.767 million proposed in FY18 or 17% over the five-year period. The increase is primarily due to an increase in the number of sworn officers and contractual obligations for personnel.

### Description of Division Services Provided

The patrol force consists of four patrol shifts, lock-up oversight, the marine unit, mountain bike unit, traffic unit, firearms licensing, and the canine unit. Field Services also includes the SWAT Team, the Public Information Office, Accreditation Office, Emergency Preparedness and Telecommunications. The SWAT is responsible for high-risk warrant service and the apprehension of armed felons. Emergency Preparedness is responsible for coordinating with all Town, State and Federal Agencies, Public Utilities and the American Red Cross for disaster preparedness, response and mitigation. The Public Information Office is responsible for relaying accurate and timely information and news updates to the media.

The Patrol Force, under the command of the Deputy Chief of Field Services, is divided into four watches. Each watch is under the command of a Lieutenant. The major function of patrol is crime prevention and crime suppression. The Town of Barnstable has been geographically divided into patrol sectors, and staffing levels are assigned to a sector based on activity. There are currently six sectors to which one or more officers may be assigned. The Patrol Division has a variety of functional areas of responsibility:

- Two K-9 officers provide overlapping shift coverage;

- The Traffic Unit implements community enforcement programs and public education;
- The Marine Unit is responsible for patrolling and safeguarding the waterways of the Town of Barnstable;
- The Mountain Bike Unit is responsible for patrol coverage throughout the downtown Hyannis Area;
- The All-Terrain Vehicle Unit is responsible for patrolling limited access areas;
- The Field Training Officer Unit is responsible for training all new recruits upon their graduation from the police academy; and
- Crime Prevention provides citizens of the Town with the information necessary to assist them in decreasing the chances they will be the victims of a crime through such things as the Operation Identification and Neighborhood Watch Programs.



**Seven Newly Sworn in Officers**

**FISCAL YEAR 2018 BUDGET**

**FIELD SERVICES BUREAU**

**GENERAL FUND**

Field Services Bureau	Actual	Approved	Projected	Proposed
Source of Funding	FY 2016	FY 2017	FY 2017	FY 2018
Taxes	\$ 8,795,033	\$ 8,535,657	\$ 9,419,220	\$ 9,106,755
Fines, Forfeitures, Penalties	132,948	176,000	131,083	126,000
Interest and Other	59,060	21,000	50,700	20,000
Special Revenue Funds	50,000	50,000	50,000	50,000
<b>Total Sources</b>	<b>\$ 9,037,041</b>	<b>\$ 8,782,657</b>	<b>\$ 9,651,003</b>	<b>\$ 9,302,755</b>

Change	Percent
FY17 - 18	Change
\$ 571,098	6.69%
(50,000)	-28.41%
(1,000)	-4.76%
-	0.00%
<b>\$ 520,098</b>	<b>5.92%</b>

Expenditure Category	Actual	Approved	Projected	Proposed
Personnel	\$ 9,024,320	\$ 8,759,857	\$ 9,637,558	\$ 9,289,509
Operating Expenses	12,721	22,800	13,445	13,246
<b>Total Appropriation</b>	<b>\$ 9,037,041</b>	<b>\$ 8,782,657</b>	<b>\$ 9,651,003</b>	<b>\$ 9,302,755</b>

\$ 529,652	6.05%
(9,554)	-41.90%
<b>\$ 520,098</b>	<b>5.92%</b>

Employee Benefits Allocation:	
Life Insurance	\$ 524
Medicare	115,981
Health Insurance	578,109
County Retirement	1,327,566
<b>Total Employee Benefits (1)</b>	<b>\$ 2,022,180</b>
<b>Total Expenditures Including Benefits</b>	<b>\$ 11,059,221</b>

\$ 535
126,706
627,110
1,882,923
<b>\$ 2,637,274</b>
<b>\$ 12,288,277</b>

**Summary of Significant Budget Changes**

The FY18 proposed budget is increasing \$520,098 or 5.92%. Personnel costs are increasing \$529,652 or 6.05%. This includes contractual obligations, which is the largest contribution to cost. In addition, Field Services requests include \$19,140 to support increase Matron coverage and \$189,167 to hire 9 full time civilian dispatch communicators. The costs has been mitigated by a reduction in overtime. Operating cost decreasing by \$9,554. This includes the elimination of some one-time line items as well as request for \$5,746 for purchase of patrol rifles.

**Full-time Equivalent Employees**

Job Title	FY 2016	FY 2017
Crossing Guard	0.75	0.75
Deputy Chief	-	1.00
Detective	3.00	2.00
Lieutenant	2.00	2.00
Patrol Officer	76.00	77.00
Sergeant	14.00	14.00
Telecomm. Specialist/Jail Assistant	2.00	2.00
<b>Full-time Equivalent Employees</b>	<b>97.75</b>	<b>98.75</b>

FY 2018
0.75
1.00
2.00
2.00
77.00
14.00
11.00
<b>107.75</b>

Change
-
-
-
-
-
-
9.00
<b>9.00</b>



### Performance Measures / Workload Indicators

Workload Indicator Part I Crime Category	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	% Change 2015-2016
Murder	-	1	-	1	1	0.00%
Rape	28	23	23	23	26	13.04%
Robbery	34	34	25	26	18	-30.77%
Aggravated Assault	229	197	204	180	151	-16.11%
<i>*Aggravated Assault with a Firearm</i>	<i>13</i>	<i>2</i>	<i>1</i>	<i>2</i>	<i>1</i>	-50.00%
Burglary / Breaking and Entering	373	312	206	217	173	-20.28%
Larceny	894	695	798	702	581	-17.24%
Motor Vehicle Theft	61	36	54	62	40	-35.48%
<b>Totals:</b>	<b>1,632</b>	<b>1,300</b>	<b>1,311</b>	<b>1,213</b>	<b>991</b>	<b>-18.30%</b>

Workload Indicator	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	% Change 2015-2016
Calls for Service	52,599	56,520	65,915	60,209	61,487	2.12%
Number of Motor Vehicle Stops	4,616	6,455	7,209	5,689	6,998	23.01%
Number of Part II Crimes	1,169	1,056	938	814	728	-10.57%
Number of Arrests	2,006	1,938	1,840	1,733	1,728	-0.29%
Number of Criminal Summons	1,076	953	1,033	821	829	0.97%
Number of Protective Custody Cases	490	531	583	604	614	1.66%

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