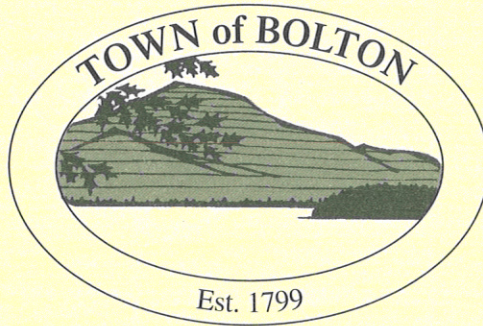


Assessor
644-2894
Justice Court
644-2202
Planning
644-2893



Supervisor
644-2461
Town Clerk
644-2444
Fax
518-644-2476

N.Y.S. POLICE REFORM AND REINVENTION COLLABORATIVE PLAN CERTIFICATION
.....TOWN OF BOLTON, WARREN COUNTY.....

TO BE ELECTRONICALLY FILED AT EO203Certification@budget.ny.gov

I, RONALD CONOVER the Town of Bolton Supervisor in my capacity as the Chief Executive of the Town of Bolton, Warren County (the "Local Government"), hereby certify the following pursuant to Executive Order No. 203 issued by Governor Andrew M. Cuomo on June 12, 2020:

- ◆The Local Government has performed a comprehensive review of current police force deployments, strategies, policies, procedures, and practices;
- ◆The Local Government has developed a plan, ***attached hereto***, to improve such deployments, strategies, policies, procedures, and practices (the "Plan");
- ◆The Local Government has consulted with stakeholders (including but not limited to: membership and leadership of the local police force; members of the community, with emphasis in areas with high numbers of police and community interactions; interested non-profit and faith-based community groups; the local office of the district attorney; the local public defender; and local elected officials) regarding the Plan;
- ◆The Local Government has offered the Plan in draft form for public comment to all citizens in the locality and, prior to adoption of the Plan by the local legislative body, has considered the comments submitted; and ◆The legislative body of the Local Government has ratified or adopted the Plan by local law or resolution on March 31, 2021 RESOLUTION # 68.

Signature

Title TOWN SUPERVISOR

RONALD CONOVER

REFORM AND REINVENTION PLAN
TOWN OF BOLTON
POLICE DEPARTMENT

MISSION STATEMENT

The Town of Bolton Police Department (BPD) is a small police agency serving a small Adirondack community, providing a service to protect the public and fulfill law enforcement needs. The BPD will continue to serve in the best interests of the public and with appropriate respect for all members of the community and in furtherance of the rights of all citizens.

The members of the BPD will act with honesty, trustworthiness and fidelity to our country, our state and to make the Town of Bolton a better place for all who may live, work and visit here.

ACKNOWLEDGEMENTS

The Town of Bolton BPD would like to thank the citizenry and members of the general public at large for their continuing support regarding present and future procedures and practices of the Town of Bolton's Police force. Further acknowledgement is also mentioned here with respect to the expertise, attention to detail and assistance provided to the Town of Bolton by Mr. Joseph Keane in the preparation of this document.

PROCEDURAL HISTORY

By virtue of New York State Governor Andrew M. Cuomo's Executive Order No. 203 of June 12, 2020, each governmental unit which is authorized to maintain a police agency was directed to consider and adopt a reinvention and reform plan by April 1, 2021.

To that end a collaborative initiative was instituted in the Town of Bolton by presentation of general recommendations and suggested inquiries presented to the general public and encouraging comment. The Town of Bolton published and disseminated reform and reinvention information on the municipality's official website: www.boltonnewyork.com. Comments and public participation was encouraged.

Based upon the invitation for public participation in this collaborative effort with the Town of Bolton Police Department and the Town Board, and including all opportunities for the public to continue to participate in this process, what follows here is a summary of the principles of reform and reinvention for the Town of Bolton Police Department. (BPD)

REFORM AND REINVENTION RECOMMENDATIONS

I. COMMUNITY ENGAGEMENT / OUTREACH

a) BPD personnel will be made available “as needed”, upon invitation from the Bolton Central School faculty, staff, administration or school board to participate in public school events to enhance public safety, traffic control and general organization of events.

b) BPD personnel will be available, upon request of any school resource officer (SRO) to assist at any time in conjunction with a school need as it may be identified or as situations arise.

c) The BPD will continue to remain active in the general business district in and around the hamlet area, prioritizing “property checks” and providing traffic control associated with neighborhood activities when such opportunities and needs arise.

d) The BPD shall utilize the Town of Bolton's official website to better promote agency policies, security issues and safety concerns for the community.

e) The BPD shall utilize available media outlets, social media and Internet platforms to achieve agency transparency and public engagement.

f) The BPD shall comply and conform to all federal and state rules, regulations and requirements regarding disclosure and public records access concerning any complaints of police misconduct, complaint records, complaint proceedings and outcomes that may be concluded pertaining to BPD activities or BPD personnel.

g) Where the opportunity for federal or state funding is made available to the Town of Bolton, the BPD is prepared to implement a program of installation and use of body worn cameras and car cameras in patrol vehicles.

h) The Chief of the BPD shall be available and accessible to the Town Supervisor and when required, meet with the Town Board in

public or in Executive Session to discuss all issues that pertain to BPD operations, citizens needs, concerns or complaints and for public safety. Where permitted by law, the outcome of any Executive Session shall be made available for public access in the same manner as any Town of Bolton public record.

These recommendations and all possibilities of implementation are dependent upon financial resources with the further understanding that the reality of achieving such goals are presently dependent upon finite financial resources.

II. EDUCATION, EXPERIENCE AND TRAINING OF PERSONNEL

a) Currently the BPD is essentially a three-person department which is both “historically” and presently staffed by experienced trained police personnel. Customarily, the BPD has in the past selected law enforcement retirees from State or County police agencies to fill BPD personnel vacancies, and when available the BPD will also continue to meet police staffing requirements with “part-time” law enforcement officers who may be simultaneously engaged in full-time employment with other State or County police agencies. Notwithstanding, the BPD can strive to improve training opportunities unique to a small department by resourcing available training videos, and training scenarios such as Crisis Intervention Training, D.W.I. Training and D.M.V. Training as such curricula may be made available from state or federal resources.

b) Where funding may become available for individual police officer personal safety training or personal wellness training,

especially in “after action events” the Warren County Employee Assistance Program (EAP) collaborative will be emphasized as an available resource.

c) The BPD shall expand and create training opportunities as manpower and funding resources allow.

III. RECRUITMENT / RETENTION

- a) The BPD will work within its existing community contacts and initiate new contacts to allow law enforcement retirees or current law enforcement personnel who may be seeking part-time employment, when and if BPD vacancies or extraordinary needs require replacement or expansion of the Town's small department.
- b) The BPD will recruit within the community.

IV. COMPLAINT POLICY / CIVILIAN OVERSIGHT

- a) The Chief of the BPD is “administratively” in charge of the department, however, the entire department responds to and is expected to meet those requirements imposed by New York State and federal law and by direction of a “civilian panel” to wit; the Town Board of the Town of Bolton.
- b) The Town Board of the Town of Bolton serves in the capacity as a board of public safety and the BPD is subordinate to the Town Board.
- c) Any grievance directed to the BPD may be initiated through direct contact to the BPD Chief or by inquiry by the BPD Chief. The BPD Chief shall document each complaint or grievance and undertake an inquiry and thoroughly investigate each complaint or grievance. In all cases, the findings of the Chief’s investigation will be provided to the Town Supervisor within ten (10) business days of the initial complaint or grievance to be communicated by the Supervisor to all Town Board members as a private matter for

consideration in an Executive Session. In furtherance of consideration of such matters in Executive Session, the Town Board shall conduct further inquiry and investigation as may be necessary. The Town attorney shall assist the Town Board in such matters during all Executive Sessions. Upon the conclusion of the Town Board's review of such complaint or grievance and subsequent to all "fact finding" the Town Board as a "civilian board of public safety" shall announce in the public forum by a resolution of the Town Board a conclusion and determination upon such complaint or grievance to the fullest extent authorized by federal and state law.

d) The Police Chief shall at all reasonable times be available as a resource to civic groups, schools and other community based organizations to encourage awareness of BPD policies and procedures, and the police department's role in the greater Town of Bolton community.

e) The BPD with authorization by the Town Board shall cooperate in providing community service to not-for-profit organizations in the Town of Bolton during festivals, church

services, farmer's markets or similar community activities regarding parking, traffic control, crowd control and public safety concerns.

f) The BPD shall create and foster direct contact with Town of Bolton emergency service agencies to be prepared for assistance when requested or required and to ensure public safety during emergency circumstances or local disasters.

g) The Police Chief will ensure a quarterly report is completed which details an analysis based on race and gender of all arrests made and simplified traffic informations (Tickets) issued by members of the department. These quarterly reports will be filed chronologically and combined into an annual report which will determine if anomalies exist in how members of the public are treated by the BPD. The BPD Chief will provide the annual report to the Town Board by January 31st of each year. Upon approval by the Town Board the annual report shall be made available to the public and published on the Town's official website.

V. DIFFUSING CONFRONTATION

The BPD shall act in accordance with a USE OF FORCE policy as adopted by resolution of the Town Board and as created and provided by the New York State Division of Criminal Justice Services and the New York State Municipal Police Training Counsel (N.Y.S.M.P.T.C.) entitled Use of Force Model Policy approved September 2, 2020 by the N.Y.S. M.P.T.C.

VI. MENTAL HEALTH AWARENESS AND ADDICTION SERVICES

a) Whenever requested by the Warren County District Attorney's Office, or upon request for cooperation from the Warren County Sheriff's Office or the New York State Police, the BPD shall act in conjunction with local mental health agencies and addiction treatment services to deal with individuals whose conduct, or the nature of the crisis intervention reasonably requires mental health or addiction experts.

b) BPD will explore implementation of the statewide Law Enforcement Mental Health Referral System (LEMHRS), which is an online referral system that can facilitate rapid mental health and/or addiction use intervention by qualified individuals at the Office of Community Services for Warren County.

SUMMARY

The creation and implementation of a reinvention and reform plan for the Town of Bolton Police Department shall remain an ongoing process in development of procedure, policies and collaboration with community members in order to foster and promote a better Bolton Police Department and greater community participation in a cooperative effort for town-wide public safety and law enforcement.

Adopted by Resolution # 68

Effective March 31, 2021