

Chief of Police
Joseph A. Snyder



Admin: 845-255-7112
Fax: 845-255-2648
www.newpaltzpolice.org
Admin Clerk: Theresa Hart

NEW PALTZ POLICE DEPARTMENT

83 South Putt Corners Rd. Suite 1 New Paltz NY 12561

Lieutenant
Steven A. Osarczuk

Sgt R. Lapp
Sgt. M. Manpel
Sgt. K Baker
Sgt. D. Bunce
Det. Sgt R. Lucchesi

August 3, 2012

NYCLU
297 Knollwood Rd.
Ste 217
White Plains NY 10607

Dear Mr. Berger,

We are in receipt of your July 30th, 2012 FOIL request. We will notify your office when the requested information is available.

Sincerely,

A handwritten signature in dark ink, appearing to read "Joe Snyder".

Joseph Snyder
Chief of Police

CC file

SERVING OUR COMMUNITY WITH PRIDE AND COMPASSION

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Joseph A. Snyder



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NEW PALTZ POLICE DEPARTMENT

83 South Putt Corners Rd. Suite 1 New Paltz NY 12561

Lieutenant
Steven A. Osarczuk

August 8, 2012

Sgt R. Lapp
Sgt. M. Manpel
Sgt. K Baker
Sgt. D. Bunce
Det. Sgt R. Lucchesi

NYCLU
Daniel Berger
297 Knollwood Rd
Ste 217
White Plains NY 10607

Dear Mr. Berger,

In response to your July 30th, 2012 FOIL request please find our LPR policy enclosed. Our LPR was procured with a NYS DCJS Operation IMPACT Tools Initiative grant in the amount of \$18,675 in October 2007. The LPR was purchased from Remington Elsas Incorporated. All past invoices and vouchers for said equipment are now in storage with the Town Clerk of New Paltz. As per the grant application, we received a letter of support signed by then Ulster County District Attorney Donald Williams. There was no interaction with the vendor.

The data obtained includes the license plates registrations for suspended vehicles, suspended registered owners, wanted registered owners and stolen license plates. The number of license plates scanned on a daily, monthly or yearly basis varies upon how often the vehicle equipped with the LPR is used. We have one vehicle equipped with the LPR. We do not have any units for stationary deployment. The manufacturer would be able to provide the specific capabilities of the Remington Elsas Mobile Plate Reader 900 unit.

All of the license plates captured by the LPR's cameras are stored in the LPR's memory. A plate is usually kept in the LPR's memory for approximately 50 days. As newer plates are acquired the older ones are erased. There is a limit on the amount of data that can be stored on the LPR. Our policy does not include the mandatory deletion of data. The only information stored by our agency is what is held in the LPR's memory.

The only records obtained through access to LPR data is our monthly report. The only information obtained from the data in the LPR's memory are the number of plates read and number of alarms. The captured plates held in the LPR's memory can be accessed by all sworn member for official purposes. We do not have a procedure in place for checking the system.

We do not participate in any collective data sharing program with the LPR. We do not participate in any exchange of LPR data so there are no records regarding obtaining LPR data from third parties. We did not utilize any training materials to instruct our members.

If we can be of further assistance please contact us. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Snyder".

Joseph Snyder
Chief

Cc file

SERVING OUR COMMUNITY WITH PRIDE AND COMPASSION

	NEW PALTZ POLICE DEPARTMENT Policy and Procedures	
	<i>Subject</i> License Plate Reader Operation	
	<i>Number:</i> 47.9	<i>Effective Date:</i> 09/22/09
	<i>Authority:</i> Chief Joseph Snyder	<i>Review Date (must be reviewed by):</i> 09/22/10
<i>N.Y.S. Accreditation Ref:</i> N/A		<i>Page 1 of 2</i>  This is a controlled document. It is the property of the New York State Office of General Services. It is to be used only for the purpose for which it was issued. It is not to be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system.

Operation and Use of the Remington Elsig
Mobile Plate Hunter 900 License Plate Reader

1. **PURPOSE:** To establish procedures for the New Paltz Police Department, in the deployment and operation of the Remington Elsig Mobile Plate Hunter 900 license plate reader (LPR).
2. **INTRODUCTION:** The New Paltz Police Department was awarded a grant from New York State DCJS Operation Impact Tools Initiative to purchase the Remington Elsig License Plate Reader. The proper deployment and operation of the unit will enhance this agency's ability to enforce New York State Vehicle and Traffic Law and better protect the members of our community by:
 - a. Providing a daily "Hot Sheet" of Suspended or Revoked Vehicle Registrations
 - b. Providing a daily "Hot Sheet" of Suspended or Revoked Operators Licenses
 - c. Providing a daily "Hot Sheet" of Stolen Vehicles
 - d. Providing a daily "Hot Sheet" of Wanted Persons"
 - e. Enabling officers to "Flag" persons and vehicles involved in criminal activity

The license plate reader shall be permanently affixed in one of the New Paltz Police Department's marked patrol units.

3. PROCEDURE:

- a. **DEPLOYMENT:** In accordance to the agreement with New York State DCJS, the New Paltz Police Department will make every attempt to deploy the LPR equipped unit on every tour.
- b. **OPERATION:** The following are procedures for the proper operation of the Remington Elsig LPR.
 1. During the course of their regular patrol, all members assigned to the LPR equipped unit will operate and monitor the license plate reader during their tour of duty in accordance with the manufacturer's recommendations and department training in the use of the equipment.
 2. Members assigned to the unit will make every attempt to stop any vehicle triggering an alarm. Once the vehicle is stopped, the member will advise New Paltz Communications of the vehicle stop and request an alarm confirmation through the standard method of accessing the NYSPIN computer system.

NEW PALTZ POLICE DEPARTMENT-SERVING OUR COMMUNITY WITH PRIDE AND COMPASSION



NEW PALTZ POLICE DEPARTMENT

Policy and Procedures

Subject

License Plate Reader Operation

Number: 47.9

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N.Y.S. Accreditation Ref: N/A

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3. Upon notification of a vehicle stop resulting from a plate reader alarm, Communications will open a reported signal for "License Plate Reader Hit" in the Calls for Service Screen. Communications will confirm all alarms. The actual signal in the Call for Service screen will reflect the final nature of the call – AUO, Suspended Registration, CPCS.
 4. Once an LPR alarm has been confirmed, the member will take the appropriate course of action, pursuant to the nature of the encounter, and complete the necessary paperwork – arrest, summons issuance and impounds.
 5. Officers using the LPR equipment must be responsible for using professional discretion when faced with an alarm activation of the unit indicating a vehicle and traffic violation and being dispatched to a priority call. Calls for service deemed to be a priority or emergency in nature will always take precedent. Arrangements may be made through a supervisor to redirect additional officers to the priority call should the need arise.
- c. **REPORTING:** The member assigned to statistical data collection will submit a monthly report to the Chief of Police and a quarterly report to New York State DCJS.