

Waltham Police Department

OFF CAMPUS RESIDENT RELATIONS

CHAPTER 97

General Order Number: GO-01 2009

Effective Date: 01/2009, 03/2023

POLICY:

It is the policy of the Waltham Police Department to maintain good relationships with universities in the city. This department recognizes the value of these institutions of higher learning, and the many productive contributions made by their administrators, faculty, and students to the community.

Due to the large enrollment of students, community housing is essential to the continued growth of these universities.

It must also be recognized that the housing of students within the community has many advantages, but that there will also be certain disadvantages. The disadvantages may be as simple as creating a strain on certain streets due to parking space shortages, trash build-up, or as complex as dealing with the difficulties associated with student housing, such as large parties and the host of difficulties which they may bring.

The Department's goal is to maintain a harmonious relationship with the student residents as well as the community, the following procedures will be used as a guideline when dealing with a situation which involves a member or members of a college, as it relates to housing (either university property or student assisted property).

PROCEDURE:

- 1. STUDENT VIOLATIONS:** All criminal violations that come to the attention of the Waltham Police Department involving students will be met with the same standard of care and professionalism as is enjoyed by all citizens of the community.
 - a. INITIAL RESPONSE:** Whenever information is received that a student is involved in any action that would tend to disrupt the peaceful enjoyment of the neighborhood at an off- campus housing facility, the officers will take appropriate police action, even if its unfounded, a complete report will be submitted for follow-up activity.
 - b. FOLLOW-UP ACTIVITY:** The Commanding Officer - Platoon on Duty will ensure that, in addition to the report and action taken by the responding officers, the Commanding Officer - Patrol Division shall be notified and he shall cause a follow-up report to be conducted which shall include, but not

be limited to, the following:

- 1. WALTHAM POLICE DEPARTMENT UNIVERSITY LIAISON OFFICERS:** Officers who have been selected to act as a liaison shall be notified via email and/or a copy of a report in their mailbox. These officers will follow- up with the related university and proceed as appropriate. These officers will attempt to reach a solution agreeable to all parties in non-criminal matters.
- 2. OWNERSHIP OF HOUSING PROPERTY:** A check with the City Assessors Office will be made to determine ownership of the property.
 - a. PROPERTY OWNED OR LEASED BY THE COLLEGE:** If the property is owned or leased by the college, the Dean of Students and the Director of Security will be made aware of the circumstances, keeping in mind the right of privacy to all citizens. The purpose of this notification is to seek the assistance of responsible, interested parties with the goal in mind of terminating the problematic activity and eliminating any negative reflection on the university.
 - b. PROPERTY OWNED BY A PRIVATE CITIZEN:** If the property is owned by a private citizen, the owner shall be made aware of the activity that is occurring, and of his responsibility as the property owner to ensure that housing code violations and public safety hazards are not to continue.
- 3. IDENTIFIED AS A PROBLEM LOCATION:** Once a location has been identified as a problem location, the Report Review Officer shall ensure that copies of all reports, blotter items, and police responses to that location be kept together. It is essential, therefore, that all reports be as complete as possible, making sure that names of residents are included.
- 4. ADDITIONAL PROBLEM-SOLVING EFFORTS:** If the activity does not warrant court action, an attempt may be made to contact the parents of the students, advising them of the problem and seeking any assistance they may provide. Attempts should also be made to seek the cooperation of the universities in obtaining administrative sanctions.
- 5. PATTERN OF CONTINUED ACTIVITY:** If a pattern of continued illegal activity develops, the Prosecution Unit may seek

complaints against the persons who rent or reside at that location, in accordance with Mass. Gen. Law, Chap. 272, Sec. 53 (allowing a disorderly house) in order to ensure a successful solution to the matter.