



# Southborough Police Department

32 Cordaville Road  
Southborough, Massachusetts 01772  
508-485-2121 Fax 508-485-4634



Ryan M. Newell  
Chief of Police

Sean P. McCarthy  
Lieutenant

The Southborough Police Department is pleased to announce another round of contact with our **Business Resource Officers**. The goal is to reach out to the owners and employees of the Town's commercial base in an attempt to expand our relationships while providing better service and communication with this segment of the community.

As part of this effort, we ask you to fill out the enclosed updated questionnaire. At the top of the page is a section to update contact numbers and related information for your business. This will help us reach out to those with the proper authority should a concern arise at your location. We are also updating our **inventory of camera locations** in Town. This will help identify suspects who might be involved in criminal activity at your business or that of a neighbor.

We also ask that you take some time to fill out the space provided for comments and insight on how the Southborough Police Department can be of greater service. Feel free to continue comments on the back of the page. **Please return the survey in the provided self-addressed stamped envelope OR scan and email to our Business Liaison Officers (emails can be found on our department's website).**

In the coming weeks, your business or organization will be contacted by an Officer who is assigned as your liaison on a permanent basis. The Officer will provide a card with contact information. We look forward to continuing our partnership that will work for the benefit of all involved as we grow our service-based Community Policing philosophies to the business sector.

This initiative is not meant to replace normal procedures for police assistance. If you encounter an emergency situation, want to report a crime or suspicious activity, you should contact the Southborough Dispatch Center who will direct an Officer to handle the situation.

We thank you for your attention to this most important exchange of information, and look forward to meeting and serving you in the coming weeks. We hope this program will strengthen the relationship between local business and your Police Department to build a strong and safe community.

Sincerely,

A handwritten signature in black ink that reads "Ryan Newell".

Ryan Newell  
Chief of Police  
Southborough, MA



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**SOUTHBOROUGH BUSINESS COMMUNITY SURVEY**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Days of Operation: \_\_\_\_\_

Owner: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**UPDATED EMERGENCY CONTACTS**

1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_
  
2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**SURVEILLANCE CAMERA AND RECORDING CAPABILITY**

(Optional: Please list location of camera's and recording capability)

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**SERVICE REQUESTS AND COMMENTS**

(Examples: Crime Prevention Assessments, Traffic Improvement, Escorts, Security Checks)

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