

E-45

# GUARDIANS

*of your*

*Property and Welfare*

Borough of Allendale  
County of Bergen

INCORPORATED

Nov. 10, 1894

## ALLENDALE

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The Allendale Police Department is a community service as well as a law enforcement agency. It is the guardian of your property and welfare.

When law breakers infringe upon your security, it is the department's main function to provide protection of life and property and to apprehend the criminal. Equally important too, is the obligation and desire of the Police Department to continue its work in the prevention of crime.

Much can be done in law enforcement and crime prevention through good cooperation between the citizens and the Police Department. The first step is a complete understanding of the Police Department duties and the services it is prepared to give. It is desirable that every resident of our community knows what he can do to help the police, and himself, in the event of an emergency or in a general program of crime prevention.

This publication contains important information concerning the activities of your Police Department and some of the measures which contribute to your safety. We are grateful to the many subscribers for their generous assistance in publishing this booklet. It will be a valuable possession for every Allendale home.

JOHN O. FORSHAY,  
Chief of Police  
Allendale, N. J.

# GUARDIANS OF YOUR PROPERTY AND WELFARE

The Citizen's Part in Crime .....	Page 3
How You Can Co-operate .....	" 3
Suspicious Are Always Valuable .....	" 4
Suggestions to Householders .....	" 5
When Leaving for the Evening .....	" 6
When Leaving for An Extended Period .....	" 6
Precautionary Advice .....	" 7
Door Locks and Window Fastenings ....	" 7
Solicitors and Peddlers .....	" 8
Beware of Strangers with Pretexts .....	" 9
If You Employ Servants .....	" 10
Watch Your Money .....	" 10
You and Your Automobile .....	" 11
Don't Make These Mistakes .....	" 12
Questionable Charitable Organizations .....	" 12
Your Relationship to Juvenile Delinquency .....	" 13
Your Duty in the Prosecution of Offenders .....	" 13
Warn Children Against Sex Offenders .....	" 14
Keep A List of Your Valuables .....	" 14
If Stopped by Police .....	" 15
Police Department Roster .....	" 16



# THE CITIZEN'S PART IN CRIME PREVENTION

## How You Can Co-operate

You can aid in the detection and suppression of crime and thus protect your property and welfare by being alert and telephoning the police whenever you observe suspicious persons or happenings or hear unusual noises, either at your house or in the neighborhood. Do not attempt a personal investigation, nor turn on additional lights in the house or make a lot of noise. That will only put the person in question on guard and prevent his capture if he is a criminal. This is especially true if you return home and find that the lighting arrangement has been changed during your absence.

Don't delay! Don't look for an officer in the vicinity. Go to a telephone and quietly say to the operator, "Allendale Police Headquarters, Emergency," or call Allendale 1 - 3 0 1 2. When connected with your police headquarters, state clearly and quickly:

1. The location where police are needed.
2. What has happened.
3. Your name, address and telephone number from which you are calling.

If possible, obtain descriptions of the person

or persons involved. If known, give names, sex, color, age, weight, clothing worn, etc.

If an automobile has been used, **SECURE THE REGISTRATION NUMBER**, make and type of car, color, and number of occupants.

Cover as many of the above facts as you can. Additional ones are always useful. Be observant; in getting a description always look for distinctive marks and peculiarities of physical appearance, manner and dress.

When your call is received by the police, a squad car is immediately directed to the scene by radio. No time is lost. A radio car will be at your doorstep shortly after you have hung up the telephone receiver. If the information has been received in time, there is a very good chance to apprehend the person or persons sought.

If you witness an accident or crime, don't take it for granted that the police have been called. Telephone your police headquarters if no police are about. No harm has been done if the incident has already been reported. If it was unreported, your action in telephoning may prevent or clear a crime, or even save a life.

### **Suspicious Are Always Valuable**

If you have a "hunch" that something is wrong, call the police. Whenever persons

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loiter about your house or neighborhood and it appears to you that they should be investigated, do not hesitate to telephone the police **AT ONCE**. When something looks suspicious, do not wait until the damage has been done, but **QUICKLY** communicate your suspicions to the police. Impress upon your family and your servants the necessity for cooperation by telephoning **IMMEDIATELY**. It's for your protection.

As the result of such co-operation, persons with criminal intent may be apprehended before they have had an opportunity to commit the crime. In some cases persons thus apprehended are found to have been responsible for other crimes.

## **SUGGESTIONS TO HOUSEHOLDERS**

If you return home and find evidence that your home has been entered during your absence, please disturb nothing. Telephone the police at once from a neighbor's phone. Leave everything exactly as you find it because you might destroy valuable evidence, such as fingerprints, before the police arrive. A good rule to remember is "**KEEP YOUR EYES OPEN AND YOUR HANDS IN YOUR POCKETS**," until the arrival of the police.

## **When Leaving for the Evening**

1. Leave a light burning in the house. A second light upstairs is very helpful.
2. Do not pull down window shades.
3. Do not leave notes indicating the time you will return.
4. Do not leave the key under the mat, over the door, or in the mailbox.
5. Be sure that all doors and windows are securely locked. Get in the habit of double-locking the doors.
6. Close the garage doors. Open doors reveal your absence.
7. Tell your neighbor how long you will be gone. Ask him to keep an eye on your house but not to divulge the information to anyone else.

## **When Leaving for an Extended Period**

1. Do not have the newspapers publish the fact that you are leaving.
2. Stop the milkman and newspaper carrier from making deliveries.
3. Tell the mailman to hold or forward your mail or deliver it to a neighbor.
4. Arrange with a neighbor to remove advertising matter and other articles which may be left on your porches. Such articles

- only advertise an unoccupied house and invite burglars.
5. Notify the police when you are leaving the premises and the approximate date of your return so that a special watch may be made during your absence. We will check your residence daily or more often.
  6. Advise the police where you may be reached in an emergency.
  7. Remove all money, valuable jewelry and other articles that can be taken easily by a burglar. Don't hide money or other valuables under rugs, behind pictures, in the crockery, or in any mattresses, as these are the first places a thief will look. Instead, remove them from the house and put them in a safe place.
  8. Inspect all doors and windows before leaving to make certain they are securely locked.

## PRECAUTIONARY ADVICE

### Door Locks and Window Fastenings

First of all, consider whether there are any outstanding door keys in the possession of former tenants or servants. They could easily have duplicate keys and return at any time to commit a crime.

Carefully examine the defenses of your home. Close inspection may convince you that they are inadequate.

Doors should be equipped with modern and

efficient locks. Cylinder locks with the dead lock feature are recommended. Avoid locks of the old bit-key type. They are of such simple construction that they are easily opened. All doors should be carefully examined to see whether it is possible to insert a knife blade or a thin strip of celluloid behind the door-stop and thus push back the nose of the lock bolt. This can be remedied by using a "safety strike" to replace the strike now employed, or by driving a metal wedge or corrugated wood fasteners between the door-stop and the strike plate. Always make it a practice to double-lock doors when going out.

It may be advisable to place chain or bar guards on the inside of all outside doors. These inexpensive little devices are excellent protection for a woman, as they enable her to open the door and see who is there without danger of the person outside forcing his way in.

Catches are available for window sashes which allow the window to be opened just so far. They are inexpensive and may be applied easily. Carry burglary insurance for your protection.

## **Solicitors and Peddlers**

Many daylight burglaries in residential districts are committed by solicitors who enter homes which they find are unoccupied. They



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have an apparently legitimate excuse for being in the neighborhood, and for that reason it is extremely difficult for the police to catch them in the act. Large companies may use 25 or more persons in a neighborhood on one day, canvass it thoroughly and move on to another locality the second day. They are not always careful whom they employ and sometimes among their solicitors are persons of criminal tendencies who do not hesitate to "prowl" a house. Other solicitors may practice frauds on the public in various ways. All solicitors, canvassers and peddlers must have a permit—"ASK TO SEE IT."

Extreme caution should be used in paying money in advance to a solicitor. He may not deliver the article you ordered.

Never permit a solicitor or other stranger to enter your house, but make him transact his business in the vestibule or doorway, preferably with the inside chain on the door. Don't let him stand in the open doorway while you go into another part of the house for your purse. Shut him out and then go for your money.

Buy no merchandise from strangers who give the impression that the goods offered are a great bargain. Many times they will be found to be faked or stolen property. In this case, it is advisable to call the police at once.

### **Beware of Strangers with Pretexts**

Demand to see the credentials of any un-

known man who represents himself as a public utility employee and wants to enter your home. If in doubt, call the police.

Remember that today's crook does not look like a thug. Don't trust persons with whom you come in contact because they are prosperous looking, are smooth talkers and have polished manners.

Under no circumstances should you inform strangers of your neighbor's absence.

### **If You Employ Servants**

Investigate the references given by applicants seeking employment as domestics. References should be checked in person and not by telephone as in many cases they are fictitious. Remember, they generally refer you to their friends.

### **Watch Your Money**

Your purse may be stolen if you lay it down on counters while examining merchandise.

Hold your purse tightly while walking on the street or it may be taken by purse snatchers before you realize it. Most of them are young men or boys. One may remain at the wheel of a getaway car while the other gets out, asks you some questions, then grabs your purse. **CALL FOR HELP** loudly.

Pickpockets may steal your pocketbook if you fall asleep on a train, or other public conveyance. Pickpockets are active in crowds of

all kinds. Watch your valuables if anyone pushes or jostles you, or places a newspaper close to your face.

Accept no checks from strangers. Watch to see that you are not short changed when making purchases. Corrections must be made then!

Small articles should not be carelessly allowed to remain on the sidewalk, lawn or porch or other places easily accessible to the general public. Children are tempted to take such articles when the opportunity presents itself. Don't tempt anyone.

## **You and Your Automobile**

Lock your car when parking to prevent auto thefts. Stolen cars are used in most major crimes today. Lock your car doors to prevent the theft of packages while you are gone. When putting the car away, lock the car as well as the garage doors. Carry complete insurance on your car.

Motorists should frequently check on their spare tires, license plates, and other accessories and see to it that they are securely fastened.

Motor Vehicle laws are made to prevent loss of life, limb or property. Do not take driving casually. Highways are unsafe if the public fails to co-operate. If you are alert while driving, you will save a life sooner or later. Every officer has co-operation in law

observance as his objective. He wants your co-operation to prevent violations. By giving continuous attention to this policy, you may contribute to the saving of human life. Failing to do so, you may share a tragic responsibility.

### **Don't Make These Mistakes**

Many overcoats and hats are stolen from restaurants. Watch yours.

Never leave valuable clothing, furs or rugs on the line to be aired when you are going out. They may not be there when you come back.

When you are having parties or entertaining guests, do not leave pocketbooks, coats or other valuables lying in the bedroom or other downstairs rooms unless you are positive that the windows are securely locked and that no intruder can gain unobserved entrance into the room.

Don't invite burglars by leaving your watch or rings where they may be seen from a window after washing your hands or dishes.

### **Questionable Charitable Organizations**

Beware of unscrupulous promoters who solicit you by telephone, mail, or in person, requesting that you contribute toward a charity or benefit sponsored by some obscure organization. Do not respond with money to telephone



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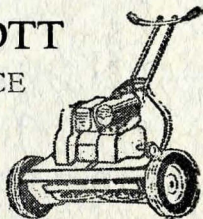
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solicitations, especially when an offer is made to have a messenger call for the contribution. Reputable social agencies and organizations welcome inquiries about their methods and activities. Ask the party who telephones you for a reputable local reference and satisfy yourself of the merit of the proposal before committing yourself. Otherwise, check with the Police Department.

### **Your Relationship to Juvenile Delinquency**

Most murderers and other felons have a crime record from small offenses during childhood. Setting a good example is a great force in the lives of young people. Every citizen should give special heed to his conduct when in the company of young folks.

A poor example of lack of restraint, indulgence in petty gambling, irresponsibility or intemperance, sets a poor standard for the observant youngster. His imitation of his elders in that respect may start him toward the career which makes it necessary for the community to have a constant armed guard over the lives and property of its citizens. Be a good pal to youngsters.

### **Your Duty in the Prosecution of Offenders**

In many fields, particularly that of lasciviousness and other sex offenses, witnesses or complainants are sometimes reluctant to appear when trial is necessary. Sex offenders

have been classified as physical cowards or persons of unbalanced or deficient mentality. These characteristics make them particularly dangerous if their careers are not checked by arrest and conviction. Failure to press cases and testify when necessary may result in continuance of the career of one of these until serious harm or death may be inflicted upon some hapless child. If you have facts concerning one of these matters, it is your duty to testify. The department will respect your confidences, and it is the usual practice of the local press to withhold names of witnesses and others innocently involved.

### **Warn Children Against Sex Offenders**

Tell your children not to be friendly towards strangers and to shun any advances that may be made toward them. Girls should be warned not to accept rides from strangers under any circumstances. Report license plate numbers of those who try "pick-ups". Any young person who is forced to walk through any lonesome, sparsely populated area at any time of the day or night, should take a companion along. If you learn of any accosters, notify the police at once and co-operate with them fully.

### **Keep A List of Your Valuables**

Make a record of the numbers, monograms, initials and jewelers' scratch marks on your



valuables. Have an accurate description so that if stolen, there will be a better chance to identify and recover them.

Also, keep records of the numbers on automobiles, firearms, watches, bicycles, and electric motors of all kinds on washers, fans, sweepers, etc. Keep this list with your burglary insurance policy.

### **If Stopped By Police**

Do not be offended if questioned as to your identity and business by a police officer. His assignments and routine duty often require the identification of persons. Be glad that he is on the job. Remember, his job requires that he risk his life if necessary to protect you. Reputable persons have nothing to fear from the police.

Your Police Department is anxious to give you the maximum protection possible with the personnel and equipment available. We solicit your co-operation in assisting the police department to keep Allendale a respected and law abiding community.

**JOHN O. FORSHAY**

**Chief of Police**

'The Allendale Press, January, 1951

ALLENDALE  
POLICE DEPARTMENT

Chief  
JOHN O. FORSHAY

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Frank Parenti, Jr.	Lewis Turner

**Magistrate**

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Henry C. Cobb	Mayo A. Harvey
Elwood T. Critchley	Frank P. McCord
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