

HOOKSETT POLICE DEPARTMENT

POLICE COMMISSION:
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JON A. DAIGLE
ACTING CHIEF OF POLICE

NOTICE

A meeting of the Hooksett Police Commission is scheduled to be held on Tuesday August 21, 2012, at 6:30 p.m. at the Hooksett Safety Center, pursuant to RSA 91-A:2, I & II, and shall include non-public sessions pursuant to RSA 91-A:3,II,(a) & (c). The public is invited to attend the public portion of the meeting.

Posted: 08/17/12



**Police Commission Meeting
Agenda
Tuesday August 21, 2012
6:30 P.M.**

1. 6:30 PM – Call to Order
2. Proof of Posting
3. Pledge of Allegiance

Non-Public Session

Per RSA 91-A:3,II, (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Per RSA 91-A:3,II, (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Public Session

4. Minutes of Last Meetings (list from recording clerk)

(Non-public meeting minutes on separate sheet)

- a. November 2, 2011 public minutes
- b. December 22, 2011 public minutes
- c. April 9, 2012 public minutes
- d. April 30, 2012 public minutes
- e. June 19, 2012 public minutes
- f. July 17, 2012 public minutes
- g. July 23, 2012 public minutes
- h. July 30, 2012 public minutes

Anyone requesting auxiliary aids or service is asked to contact the Police Department Administration Office 5 business days prior to the meeting.

Note: Others matters within the public bodies jurisdiction maybe considered.

Meeting notice at the Hooksett Safety Center, Hooksett Town Website and the Hooksett Public Library.

Anyone requesting an appointment to the agenda needs to contact Hooksett Police Administration 1 week prior to the scheduled meeting.

5. Public Input: (5 Minutes each)

6. Monthly Reports:

- a. Police budget report
 - 1. Overview of expenditures

7. New Business:

- a. P.S.S.G. monthly report
- b. Manifest(s)
 - 1. Expenses and Payroll July 13, 2012 thru August 17, 2012
- c. S.O.P. Review
 - A-101 Agency Role & Authority
 - A-103 Direction
 - A-104 Written Directive System
 - A-106 Administrative Reporting & Reviewing Systems
 - A-110 Fiscal Management Budgeting & Accounting
 - A-120 Purchasing
 - A-201 Introduction to Line & Staff Inspections
 - A-202 Line Inspections-Vehicle & Assigned Equipment
 - A-204 Line Inspections-Communications Center Equipment
 - A-206 Safety Sanitation & Security of Cells-Booking
 - A-220 Staff Inspection-Agency Owned Property
 - A-226 Visitor Sign-In & Passes
- d. Program Director Position
- e. Local Government Center/Barry Cox

8. Items for Next Agenda:

9. Public Input: (5 Minutes each)

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