

APPROVED

POLICE COMMISSION MEETING

Minutes of the Meeting of Monday September 28, 2009

The Hooksett Police Commission held a public meeting on Monday September 28, 2009, at the Safety Center. Present were Chairperson David Gagnon, Commissioner Henry Roy, Commissioner Joanne McHugh, Chief Stephen Agrafiotis.

1. Call to Order:

Chairperson Gagnon called the meeting to order at 12:00 p.m.

2. Roll Call:

Commissioner Roy motioned, seconded by Commissioner McHugh and the motion carried unanimously by roll call vote to enter public session.

Public Session

3. Pledge of Allegiance:

The pledge of allegiance was held.

4. New Business:

Appointment of Replacement Police Commission Panel:

A. The Commission held a discussion on how to appoint replacement Police Commissioners to the panel.

Commissioner Roy suggested each Commissioner write the names on a paper.

Commissioner McHugh stated that there should be some ground rules, she stated that there were some names that were crossed off the list prior to her receiving the list, and she could not contact two others on the list.

Appointment of Replacement Police Commission Panel Continued:

They Commission went through the list:

Harry Rollins- no,
Robert Danos- was crossed off,
Robert Normandeau – yes,
Roger Bergeon- not able to get a hold of him – no,
George Longfellow- yes – Commissioner Gagnon stated he can not serve for obvious reasons,
Dave Bernard-no,
John Proctor – yes,
Wendy Branch- can not serve does not live in Hooksett,
Don Riley – yes,
John Rueppel – no,
Fred Bishop- yes, Chairperson Gagnon stated should be crossed of for obvious reason,
Bill Lyons- yes,
Michelle Myrdek – unable to get a hold of,
Richard Bairam – crossed off,
Judy Hess- yes,
MaryAnne Maksella – crossed off.

Commissioner McHugh stated they are down to Robert Normandeau, John Proctor, Don Riley, Bill Lyons, and Judy Hess.

A discussion was held on how to choose from the five remaining applicants. It was decided they would write three names down and proceed from there.

Chairperson Gagnon stated that there were 3 votes for Robert Normandeau, 2 votes for Bill Lyons, and 2 for John Proctor.

Chairperson Gagnon stated that the board would consist of Robert Normandeau, William Lyons, and John Proctor.

The Commission discussed how to notify the 3 applicants. It was decided that Commissioner Roy would contact Attorney Higgins to have him inform the 3 new board members on how the process would be handled.

5. Old Business:

CIP Program and Impact Fees:

A. Chief Agrafiotis informed the Commission that Commissioner McHugh and himself had met with the Finance Director and discussed the CIP program. He was recommending that they continue with the Emergency Radio Communications Development Program, and if the board approves he will submit the paperwork this week.

B. Chief Agrafiotis stated that they discussed the impact fees which relate to the CIP. He

CIP Program and Impact Fees Continued:

stated that they are not sure what the Town Attorney will say about the use of the impact fees toward the laptops for the cruisers. Finance suggested that they start the process off and also put in a CIP for that item.

Chairperson Gagnon stated that CIP is long term and he does not want to wait to get those activated.

Chief Agrafiotis stated that he wanted to know how the Commission wanted to proceed on this.

Commissioner McHugh stated that there are questions on the use of the CIP and the Finance Director wanted to be certain about this, and it had to be addressed with Attorney Mayer. She stated that there are 2 issues, one is what applies to growth, and the other is upgrading what the department feels it needs.

Chief Agrafiotis stated that CIP could be done in a 2 year program, and if they wanted it quicker they could do a warrant article. He also stated that they still needed an answer from Attorney Mayer. He will not know if the project meets the CIP requirements until they hear back from Attorney Mayer. He stated the Finance Director suggested submitting the CIP paperwork and if it did not fall under the CIP guidelines they could take back the request, as they could not submit it at a later date.

Chairperson Gagnon stated that it should be a warrant article if it can not be done under the impact fees.

Chief Agrafiotis stated that he is planning on submitting the CIP for the Emergency Radio Communications Development Program. Chairperson Gagnon stated that was fine.

Commissioner McHugh motioned to move forward with the CIP for the upgrading of the Emergency Radio Communications System Development fund. Seconded by Chairperson Gagnon, motion carried unanimously.

DARE Account:

A. Chief Agrafiotis stated that he and Commissioner McHugh discussed the DARE account with the Finance Director and she suggested that the money be spent on DARE related items, which was what the original purpose was for this account, and when the account is depleted the Town will rename the account.

Chairperson Gagnon motioned to follow the Finance Directors advice and expend the funds. Seconded by Commissioner Roy, motion carried unanimously.

6. Other Business:

A. Chief Agrafiotis stated that the Town Council asked if the Commission and the Chief could meet with them on October 14, 2009 in a non-public session at the end of their

Other Business: Continued:

meeting.

The Commission stated that they all could attend the meeting.

B. Chief Agrafiotis stated that Captain Cecilio had some unused vacation time on the books and will not be able to use up the time before his anniversary date, Chief Agrafiotis was asking the Commissions approval to allow him to handle the request.

Commissioner McHugh asked if there was a policy that they followed or guidelines that they use. Chief Agrafiotis stated that they address them as they arise and look at the reason for it. He stated that it would be in the Commission minutes from a number of years ago.

Chairperson Gagnon motioned to authorize Chief Agrafiotis to move to the next step on Captain Cecilio's vacation request. Seconded by Commissioner Roy, motion carried unanimously.

C. Commissioner Roy stated that the Chief's review was supposed to be completed by October 7, 2009, he wanted to postpone it to October 20, 2009 which is the regular police Commission meeting. This was agreed upon.

D. Maura Ouellette asked that if all the Commissioners are being replaced shouldn't Chairperson Gagnon name who is replacing who as they all have different term limits.

Chairperson Gagnon stated that they are being replaced for this one issue.

E. Marc Miville asked for clarification on the replacement of the Commission.

Chief Agrafiotis stated that Officer Defina was fired by the majority of this board and he has filed a grievance. It would not be proper for this Commission to hear the grievance, so someone else has to hear the grievance. These 3 Commissioners would step down and appoint and replace a board of prior commissioners who will hear the grievance in place of them, and they will make a decision if he can returned to the job or not. Then the union through Officer Defina would file for arbitration.

F. Commissioner McHugh asked what the process was for items to be put on the agenda. She wanted to know who to contact. It was decided that she would contact Francine and she would add the information to the agenda.

Commissioner McHugh was asked to review the union contract and wanted to know how the Commission was going to approach this for discussion. She asked Commissioner Roy when he needed this information by. He stated there is plenty of time to discuss this.

Chief Agrafiotis stated that he has given the staff a deadline of September 30, 2009, to get contract ideas to him which will be given to Attorney Higgins.

Other Business: Continued:

Commissioner McHugh stated that from prior experience when on the school board the superintendent would bring forward to the board concerns, or issues that had risen over the life of the contract, and they would discuss it and formulate a proposal from there.

A discussion was held on how to proceed with issues and how to formulate a plan to move foreword with the contract negotiations.

Chairperson Gagnon stated to put this on the agenda in non-public to discuss this at the next Commission meeting.

A motion was made by Chairperson Gagnon to adjourn. Seconded by Commissioner McHugh motion carried unanimously.

Meeting adjourned at 12:40 PM.

Drafted by: Executive Assistant Francine Swafford