

APPROVED

POLICE COMMISSION MEETING

Minutes of the Meeting of Tuesday October 27, 2009

The Hooksett Police Commission held a public meeting on Tuesday October 27, 2009, at the Safety Center. Present were Chairperson David Gagnon, Commissioner Henry Roy, Commissioner Joanne McHugh, and Chief Stephen Agrafiotis.

1. Call to Order:

Chairperson Gagnon called the meeting to order at 5:30 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.

Non-Public Session

At 5:30 PM, the Commission entered a non-public session to discuss personnel issues. Chairperson Gagnon motioned, seconded by Commissioner Roy, the motion carried unanimously by roll call vote to enter non-public session in accordance with the provisions of NH RSA 91-A:3,II (a).

The motion was made to come out of the non-public session at 6:04 PM.

1. Personnel Issues:

A. A discussion was held.

1. Workshop for Proposed 2010-2011 Budget:

A. Chairperson Gagnon inquired about the wage line and why it was lower than the previous year. Chief Agrafiotis stated that the overtime was broken out from the wages in the new budget.

B. Chairperson Gagnon inquired about the fuel prices and where the pricing came from. Chief Agrafiotis stated that he received the price of \$1.94 from the Town Administrator. Chairperson Gagnon stated that he has a concern that the price is too low as gas prices are increasing.

C. Commissioner McHugh asked about the health and dental increases. Chief Agrafiotis stated that the Town's health policy went up 20%, the dental increased 5%. The Town is looking at new plans.

D. Commissioner Roy asked about wages and what they were funded to. Chief Agrafiotis stated that the wages represent 29 officers; they would also be filling the support services position, and a receptionist position. There are 2 officers, and 2 admin positions on the wage sheet that currently do not exist.

Commissioner McHugh asked about the pay raises. Chief Agrafiotis stated that the evergreen law is in effect and the step increases are in the wage line for the union employees whether there is a contract or not.

E. Chairperson Gagnon asked about the decrease in the telephone line. Chief Agrafiotis stated that cell phones, pagers and phone lines have decreased.

Chairperson Gagnon inquired why there was an increase in the community service line. Chief Agrafiotis stated that they have the SRO back in the schools and if the Town wanted to support it they would have extra money, and anything else that might come under community service.

Chairperson Gagnon asked about the crime watch project that was being worked on. Chief Agrafiotis stated that his thought was the money they put up front would get them through the first budget.

Commissioner McHugh asked about the vehicle maintenance line. Chief Agrafiotis stated that this budget has 3 new vehicles in it. Commissioner McHugh asked if there was some way of changing the maintenance amount. She stated there are 21 vehicles and they are replacing 3 of them. Three will not need any service, which would lessen the amount. Chairperson Gagnon stated that they reduce it to \$52,000. Commissioner McHugh agreed to this also.

Chief Agrafiotis asked if the Commission could go back to the beginning and address each line item, and address any questions they might have.

Chairperson Gagnon started with Communication Maintenance.

Commissioner McHugh stated that it was at \$12,660 and now it has increased to \$16,440.

Chief Agrafiotis stated that the increase was due to portable battery replacements. Each officer has a portable and 2 batteries. Initially they had put in for 2 battery replacements. They are asking for only 1 battery replacement, and then yearly they would replace them.

Commissioner McHugh asked about the Communications Center Towers. Chief Agrafiotis stated that was an estimate. A discussion was held and it was decided to lower this line to \$12,660.

Maintenance Contracts line was fine.

Commissioner McHugh asked how old the communications radios were. Chief Agrafiotis stated they have been in place since 2001 and are approximately 8 years old. Chief Agrafiotis stated they had planned to replace them in 10 to 12 years that was what the CIP was based on. They have the maintenance contracts for the life of the equipment.

Photography line

Chief Agrafiotis stated that the increase was the cruiser camera video tapes.

Selection Process

Chief Agrafiotis stated that it is hard to put this line together you don't know what turn over is going to be. He stated that if they were to go with what the Town Council target is this year they would have to cut 5 positions out of this budget. So they wouldn't have to be filling that many positions as they would be laying off people or not filling positions that are open now.

Commissioner McHugh asked what the Chief's feeling were if the Council wanted to cut some positions, does he want the officers protected to make sure they keep those positions.

Chief Agrafiotis stated that if the Commission wanted him to meet the Council's goal he would tell them that he would cut positions that currently are not filled now, so they would not lose any physical bodies. They would cut 3 officer positions, 2 positions would be for an officer, and 1 would be a detective position. They would cut the support service, receptionist, admin asst. position, and 1 open dispatch position. That is what he would have to do with the current budget they have to meet the Council's goal.

Chief Agrafiotis stated that he would cut the civilian positions before the officer's positions.

Chairperson Gagnon stated that someone has to process the work that is done by the officers. They have been down this road before the backlog was so bad, they were bringing in more work than anyone could keep up with.

Chief Agrafiotis stated that if they were going to go to this level he was trying to balance everything.

Commissioner Roy asked if there has been a layoff in the past. Chief Agrafiotis stated that he did not think there was one. He stated that if they continue to fill the position they are budgeted for today, and if the Council holds on their goal, and the Budget Committee sticks to that they would have. They would be laying people off next July.

Chief Agrafiotis asked the Commission if they wanted him to continue to fill open positions now up to this year's budget level with the understanding that they may be laid off in July, or do they try to get more of a definitive answer from Town Council.

Training was fine.

Drug/Alcohol/Psychological Testing

Chairperson Gagnon stated that this line needs to be addressed, employees have insurance for this.

Commissioner McHugh stated that Chief Agrafiotis should discuss this with the attorneys to see what the liability would be.

Publication

The Commission will revisit this line again.

Education, Contractual.

Community Service was fine.

Vehicle Related purchases,

Chief stated that they would probably cut this line down to zero. Chairperson Gagnon stated that he disagrees with this, that it should go to one. Commissioner McHugh stated that she did not think it was good to zero out this line also.

Chairperson Gagnon stated that this meeting was clarification for the Commission and once they get an answer from Council they can come back and cut. Chairperson Gagnon stated that there comes a point as discussed before, they have to budget for what they believe is necessary to protect the town.

Chief Agrafiotis informed the Commission that the Council used to get the budget packets on New Years, this year they are getting it on Thanksgiving. He had been asked to come up with the deadline of November 13, 2009 for the budget to the Town. They need to schedule more meetings to finalize the budget.

Police Equipment

Chairperson Gagnon stated they need to look into an alternative to the self storage. Chief Agrafiotis informed the Commission that they have spoken to the Town Administrator about space at the Town Hall, and Lt. McDaniel has been working on this. Chief Agrafiotis will check the status of this.

Chief Agrafiotis stated they did take the K-9 out of the budget. He stated that the K-9 program is nice to have but it is not cost effective.

Commissioner McHugh wanted this put on the next agenda. Chairperson Gagnon stated to read the expenses associated with this.

Personnel Equipment

Chief Agrafiotis stated there was an increase in this line this year. Every officer has a bullet proof vest and they have a life span. They are kept on a scheduled of when they need to be replaced. There are 7 vests that need to be replaced in the upcoming budget year.

Uniforms are contractual.

Office Equipment and Related Supplies

Chief Agrafiotis stated that some of the items in this line had been moved from the miscellaneous line that line was taken away last year. All the items that were in miscellaneous last year were broken out into other lines as all items were still needed.

Office Equipment Rentals

Commissioner McHugh stated there was a substantial increase in this line. Chairperson Gagnon asked if they had new equipment in this line.

There were 3 new items added to this line, AFIS Printer, Firewall, and Vision Communications.

Legal Police Commission

Chief Agrafiotis put it back to the original number he stated that it was going to be another heavy year.

Commissioner McHugh asked if they could use the LGC to answer some of the questions. Chief Agrafiotis stated that they do for basic questions.

Commissioner McHugh wanted this put on the agenda under non-public.

Legal Union Negotiations

Chief Agrafiotis stated this line had been increased they are in negotiations now, and if they do not reach an agreement there will be ongoing negotiations.

Animal Control Operations was fine.

Commissioner McHugh wanted to know what the amount was that was cut from this draft at the next meeting.

Chief Agrafiotis stated that the Commission could be rescheduled to attend the Town Council meeting for 11/04/09. The Commission would plan on attending.

Commissioner McHugh stated they needed clarification on what their motion was from Council as the Commission needed to get this budget completed.

Chief Agrafiotis asked if they wanted to set up another meeting for the budgets.

It was decided that the Commission attend the Council Meeting next week, and ask the question in public.

A discussion was held on the CIP and the Town Administrator was recommending zero.

Commissioner McHugh stated they needed to decide if they were going to do the CIP. She stated that putting ten thousand dollars a year is not enough. Chief Agrafiotis stated that they should go into the meeting and ask for the \$87,485 to the committee and explain why.

Commissioner McHugh stated they need to be made aware that there is a Master Plan in place and they should be following it.

A discussion was held and the Commission decided to go after what they needed, they can say they asked for it and did their part.

The Commission reviewed the letter that would be given to Officer Megowen reference the purchase of K-9 Bob.

Commissioner Gagnon motioned to authorize the sale of Officer Bob, seconded by Commissioner Roy, motion carried unanimously.

Chairperson Gagnon stated that before they adjourn he wanted to step down as Chairperson of the Police Commission due to personal reasons.

Commissioner Roy made a motion they accept the resignation, seconded by Commissioner McHugh, motion carried unanimously.

Commissioner Roy made a motion to appoint Commissioner Joanne McHugh to fill out the remaining term of David Gagnon as Chairperson. Seconded by Commissioner Gagnon, motion carried unanimously.

Chief Agrafiotis stated that he did not put accreditation into the budget as he felt it was not a good year for this. Commissioner Gagnon stated that it was a bad year for this, and they need to be careful.

A motion was made to adjourn at 7:08 PM.

Drafted by: Executive Assistant Francine Swafford