

**APPROVED**

**POLICE COMMISSION MEETING**

**Minutes of the Meeting of Tuesday December 1, 2009**

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The Hooksett Police Commission held a public meeting on Tuesday December 1, 2009, at the Safety Center. Present were Chairperson Joanne McHugh, Commissioner Henry Roy, and Chief Stephen Agrafiotis.

Commissioner David Gagnon would be arriving late.

**1. Call to Order:**

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

**2. Roll Call:**

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

**Public Session**

**3. Pledge of Allegiance:**

The pledge of allegiance was held.

**1. CIP Discussion:**

Chairperson McHugh stated Chief Agrafiotis and herself had attended two CIP meetings and the CIP Committee was waiting for a response from the commission to see if they were recommending leasing or buying the equipment.

A discussion was held and Chairperson McHugh stated that she would recommend purchasing the equipment as well as Commissioner Roy. They stated that they did not want to lease the equipment.

**CIP Discussion Continued:**

Chief Agrafiotis excused himself from the meeting and contacted the CIP secretary so the results could be relayed to the CIP committee for their meeting tonight.

**1. Workshop for Proposed 2010-2011 Budget:**

A. Chief Agrafiotis gave a brief overview of the updated budget which was in its 3<sup>rd</sup> draft. He stated that \$100,000 was cut from the budget, the mileage was increased to 340,000, and they had addressed the laptop batteries.

Commissioner Roy asked why the police equipment line had increased.

Chief Agrafiotis stated that the K-9 information was added back into this line. He was also looking at additional adjustments that the commission may want to address.

A discussion was held on different ideas on how to lower the budget, from cutting positions and adjusting additional line items. They wanted to make sure they had proper coverage in town also.

Chairperson McHugh stated that the town council wanted them to come in at the same budget amount as last year.

Commissioner Roy asked what impact the Evergreen Law has on the budget, as the union employees will still receive step increases even if they do not have a current contract. They could not come in at the same budget level as last year with this increase and the health insurance increase.

It was decided to put a 2% increase into the budget for wages, and the town was looking at maybe going to 2% also.

B. Commissioner Gagnon arrived at 6:00 PM.

Chairperson McHugh briefed Commissioner Gagnon on what had been discussed prior.

The Commission discussed cutting position and how to present the budget to the town council.

It was decided to go with the \$3,913,308 budget, the evergreen law, and cut 3 positions the detective lt., dispatcher and a police officer position, and adjust the wages to reflect 2% and they would prepare a letter to the town council explaining what the commission was doing with the budget.

It was decided that the Chief would work on these changes and meet with Chairperson McHugh on December 4, 2009 at 9:00 AM to review the changes.

### **Non-Public Session**

At 6:24 PM, the Commission entered a non-public session to discuss personnel issues. Commissioner 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)

#### **1.) NH RSA 91-A:3, II (a).**

The motion was made to come out of the non-public session at 7:15 PM.

A motion was made by Commissioner Gagnon to seal all parts of the minutes of the non-public session. The motion was seconded by Commissioner Roy and the motion was carried unanimously by roll call vote.

A motion was made to adjourn at 7:17 PM.

Drafted by: Executive Assistant Francine Swafford