

**DRAFT**

**Unofficial**

**Unapproved**

**POLICE COMMISSION BUDGET WORKSHOP**

**Minutes of the Meeting of Tuesday December 8, 2009**

**5:30 PM**

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The Hooksett Police Commission held a public meeting on Tuesday December 8, 2009, at the Safety Center. Present were Chairperson Joanne McHugh, Commissioner Henry Roy, Commissioner David Gagnon and Chief Stephen Agrafiotis.

**1. Call to Order:**

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

**2. Roll Call:**

Commissioner Gagnon motioned, seconded by Commissioner Roy and the motion was carried to enter public session.

**3. Pledge of Allegiance:**

The pledge of allegiance was held.

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

B. Chairperson McHugh advised the purpose of this meeting is for the adoption of the 2010-2011 budget. At the end of this discussion will be a formal motion for the bottom line of the budget.

Chairperson McHugh said she believed that the CIP Committee made their recommendation to the Planning Board and she thought the Planning Board did go forward with it. Don Fitzpatrick advised her that it was leveled off at \$30,000.

Chairperson McHugh advised we have the 4<sup>th</sup> draft and that Chief Agrafiotis has also a letter and attachment to go along with this. Chairperson McHugh advised that the commission should go through it and hi-lite what the changes are and decide where they are with it.

Chief Agrafiotis advised what he did is the 4<sup>th</sup> draft, taking the Commissioners direction from the last meeting and made the changes. What is in the packet is the first page (cover page) which shows the new bottom line which is actually a couple dollars under the current budget. That meets the council's request. Also you see the change from full time to part time of one administrative position. The overtime change, we were told to remove \$100,000 and were able to do this by changing the formula. This is the explanation for the wages. The only other change was when wage adjustments talked about at meetings we were still \$1,400 above current year's budget so he looked at all the lines and the Vehicle Maintenance line was the most appropriate place to make that \$1,400 change. Chief Agrafiotis advised to see the new page that was changed. All other pages remained the same. The budget is \$3, 913, 305.28 which will probably round up to \$3,913,306 and he thought that the budget was at 308 now, two dollars less which meets the council's recommendation. A letter will be sent to the council and the budget committee which explains the work we did on the budget.

Chairperson McHugh explained further the vehicle maintenance, which she suggested on the reduction of that line, because one of the vehicles will be a new vehicle so supposedly it shouldn't need as much maintenance. Commissioner Gagnon advised he understood but that the department was not going to replace two cruisers that should be replaced.

Chairperson McHugh asked what overtime is costing the department on an hourly basis. Chief Agrafiotis advised the personnel get time and a half after forty hours. Chairperson McHugh is curious because it's an exercise to take whether it is more cost effective to put in someone, part-time individual to pick up the slack. Chairperson McHugh feels it would be something to explore as you don't have to pay benefits, straight time, that it might be a way of meeting our needs. Chief Agrafiotis advised when you put an extra body out there, they are going to get involved with situations that require them to go to court so there is still going to be an overtime cost.

Chairperson McHugh asked all to look on page 2, advising there are 3 areas that cause the budget to go up and we had to absorb them; increase in health insurance, NH Retirement System and Evergreen. Chief Agrafiotis advised Evergreen came to \$50,409.00. Health insurance was 20%. NH Retirement System increase is not with paperwork tonight. Chief Agrafiotis feels we won't be as efficient next year as we are now, due to the town growing, new stores being built causing more traffic problems, accidents etc.

There was a lengthy discussion on payroll taxes resulting in the answer that it is because of hire date and laws in effect through the state. Chairperson McHugh asked that sick time accumulation be explained to them. Chief Agrafiotis explained how the Town of Hooksett's policy is written.

Commissioner Gagnon made a motion to accept this budget of \$3,913, 305.28.

Commissioner Roy seconded this motion.

Chairperson McHugh wished to discuss an observation advising she looked into what some of the other towns are paying for some of the admin salaries. She feels that ours are high. She feels that it is adjusted on the high side. That being said those figures are in those lines doesn't necessarily mean that we have to give what's in that line. The Chief advised you have to look at longevity.

The concern to all is that there is not going to be 2 new officers and they feel the community will be upset by this also. Chief Agrafiotis hopes that the community comes forward with their concerns about this issue rather us being the only ones concerned about staffing.

Chairperson McHugh calls for a vote on the motion for the bottom line and it was that figure the \$3, 913,305.28. All those in favor of approving the bottom line of the budget at the number stated, signify by saying AYE. The vote was unanimous.

Chairperson McHugh advised to put the stated amount on page 2 of the cover letter next to Evergreen amount, the health insurance amount which will have to be calculated along with the retirement system amount. All agreed that this should be done. Chairperson asked to remove the second to the last paragraph.

Commissioner wishes to add to the end of the letter in order to accomplish our Mission Statement and he would like to add our Mission Statement in case a lot of these people don't know what it is, councilors, budget committee, etc. It was agreed to add the Mission Statement to follow the letter.

Commissioner Gagnon made a motion to accept the letter with changes and motion was carried unanimously by roll call vote.

Chairperson McHugh asked all those in favor of the changes made to the letter signify by saying AYE and motion was carried unanimously by roll call vote.

Meeting was adjourned at 6:15.

Drafted by: Admin Clerk Lorraine Keach