

APPROVED

POLICE COMMISSION MEETING

Minutes of the Meeting of Friday August 27, 2010

The Hooksett Police Commission held a public meeting on Friday August 27, 2010, at the Safety Center. Present were Chairperson Joanne McHugh, Commissioner Henry Roy, Commissioner Clark Karolian, Chief Stephen Agrafiotis.

1. Call to Order:

Chairperson McHugh called the meeting to order at 10:00 a.m.

2. Proof of Posting:

3. Pledge of Allegiance:

Non-Public Session

At 10:00 AM, the Commission entered a non-public session by a motion made by Commissioner Roy, seconded by Commissioner Karolian, 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) & (e).

1. NH RSA 91-A:3, II, (a) & (e).

A motion was made by Commissioner Roy to seal all the minutes of the non-public session. The motion was seconded by Commissioner Karolian and the motion was carried unanimously by roll call vote. Commissioner Roy I, Commissioner Karolian I, Chairperson McHugh I.

The motion was made to come out of the non-public session at 11:59 PM.

Public Session

4. Staffing/Overtime

Commissioner Karolian stated they discussed this issue at the last meeting in regards to manpower and staffing on the road. He wanted to see the staffing get up to 3 officers and 1 supervisor and if they have to go into overtime they do this for a month to see where they stand. They could handle it two ways, do a schedule a month in advance allow those who are willing to work on their day off to work, and if that can not be done to make it mandatory overtime for 4 hours and splitting the shifts. It is implementing minimum staffing and they are not pulling detectives out and having them work patrol.

Chairperson McHugh stated the schedule she received from the Chief about people being moved she asked if that was part of his plan. Chief Agrafiotis stated that was the next step. With regards to some of the people being pulled to accommodate this does it mean some things won't be investigated. Chief Agrafiotis stated they would be investigated at some point but it would be slowed down. Commissioner Karolian stated there will be one person in detectives and they would prioritize. Commissioner McHugh's concerns are if they don't have detectives to resolve some investigations the crimes will continue. Chief Agrafiotis stated the detectives are working on investigations but the investigations will go slower.

Commissioner Karolian asked the Chief why they shouldn't do minimum staffing or mandatory overtime. He stated he knows there will be patrol officers that would work overtime, and others that don't want to work overtime.

Chief Agrafiotis stated without having a schedule in front of him he is not sure that it would work or not. If money was not an issue at all he was not sure they could do that level of coverage with unlimited overtime without having the detectives in the patrol schedule. They are down to 9 police officers if they do the basic 4 and 2 it takes 3 people to cover 1 day shift. He is not sure they can do this with 9 people. The overtime line is at \$142,873, last years budget they had \$345,060 in overtime and spent \$194,546 they had people say money wasn't the issue but they were getting burned out and tired.

Chairperson McHugh asked the Chief if he felt he doesn't have the overtime to support this. He asked them to look at the budget report and the first month of the new budget they held overtime down as far as extra assignments for shifts they still have overtime for schools, courts, ect. They spent \$8,884 in July in overtime. You take the \$142,873 that was allocated for the year that averages \$11,906 a month. By keeping the overtime down the first month of the budget they used \$9,000 out of the \$12,000, they wanted to see what they were doing. To do what Commissioner Karolian wanted to do they were thinking of moving the detectives into patrol and still use overtime to keep the staffing level up to the schedule now along with the fact they still have to pay when people take vacation, court and ect. His plan was to see going into August and September what the overtime usage would be to see if they could sustain that type of scheduling with the money levels they have.

Chairperson McHugh asked why they couldn't go back into the budget and reorganizes where some of the overtime is being used by the department and put it in for overtime for these needs.

Commissioner Karolian stated the other area they need to look at is in the month of July how many officers were they down there is money there at straight time that money is not being paid out. He stated he disagrees with the Chief when it comes to staffing and overtime, he thinks they can do this. He wanted to get Lt Cline to give an opinion and let them know what his thoughts are. If there are patrol officers who do not want to work overtime it will be made mandatory until they bring the compliment up. He doesn't see any offerings for overtime on a scale that would warrant saying they are burnt out or they won't take it. He sees mandatory overtime being put out for graffiti detail as opposed to town coverage; he is very concerned about this. If they can force overtime for that they can force overtime for shift work and there is grant money they can use. They can't have one on one they need to get people out there for the coverage.

Commissioner Roy asked about the letter of understanding that the commission agreed to with town council reference benefits. Isn't that a source of funds if an officer leaves it is his understanding they cannot use the benefits, who would they appeal to take money out of the budget that was set aside. Chief Agrafiotis stated they needed to go back to the agreement the

commission made with the council and ask to rescind that so they could have the access to the money themselves.

Chairperson McHugh stated she has problems with the agreement and wants to talk to the council.

A discussion was held on how the agreement was made. All the benefits were in the town council budget and then the town council felt it skewed their budget so they wanted it reflected where they felt the cost were coming out of. They gave them back to the departments and said if they don't use the benefits they are restricted funds you can't use them for anything else. Chairperson McHugh stated they are restricting their budget and that should not be.

Jr Ouellette stated Dave Dickson wanted all the departments to be responsible for their own benefits. The compliment got increased to 29 but they never saw the full compliment of 29 so they didn't want to take those extra funds for the extra officers and inflate the budget for the police department.

Commissioner Roy asked if every department has to adhere to that memorandum. Chief Agrafiotis stated no that was just us because the commission has the authority over the budget.

Chairperson McHugh stated if they have the authority over the budget, why they don't have the authority over this.

Commissioner Karolian asked what the agreement stated. Chief Agrafiotis said the commission was agreeing with the council's request to use the money for benefits only and unless the commission needed it for other items the commission would go back to the council and ask their permission to use their own budget.

Commissioner Karolian stated they need the money for other things and he doesn't see a need to go back to them or they can just rescind it.

Chairperson McHugh commented she doesn't understand how anyone ever agreed to it.

Commissioner Roy stated he recalled the budget was over inflated by approximately \$700,000 to \$800,000 because of all the benefits, and they didn't want them to use them to fund the operations.

Chief Agrafiotis stated if you look at the language in the agreement he believes there is a clause in there that if circumstance arise the commission would make the council aware of this and ask for appropriations.

JR Ouellette stated he did not think it was enforceable.

Commissioner Karolian asked when they went forward with the proposed budget how many officers were they asking for. Chief Agrafiotis stated 27 officers. Commissioner Karolian stated the bottom line budget had been cut they are still maintaining this in the budget. Chief Agrafiotis stated they know what they asked for and know what they had last year. If a purchase item comes up they would go back to that line and reprioritized internally with the staff of what they plan to do.

Chairperson McHugh asked why they don't go back after they get the appropriation and reorganize the budget. Chief Agrafiotis stated the commission could go back and revisit page by page. Chairperson McHugh stated earlier if you look at the overtime they may have to decrease some overtime in certain areas to get to where they need to be with regards to the coverage.

Commissioner Karolian wants an answer to his question, why is it they can't force overtime. Chief Agrafiotis stated they can but his understanding when looking at the schedule of what was prepared and reviewing it they were trying to keep 3 people per shift and still have some overtime in the schedule with the detectives in the schedule and covering vacations, court, ect.

Commissioner Karolian stated if they were to bring it up to 3 people plus a supervisor, why can't they do this and put in mandatory overtime temporarily until they come up with a solution. They have money that hasn't been spent from July 1, until now for regular time there is money there that can be moved to overtime. There is money in other people's overtime they can cut out, and with the detectives out of the schedule, mandatory overtime, and see where they come in within one month. Overtime should be given to the patrol officers first and not the detectives. Chief Agrafiotis stated the new revised schedule the detectives are working as supervisors they don't have the compliment of supervisors currently.

Chief Agrafiotis stated they would work on this, and asked Commissioner Karolian if he could come in and help them work through this. Commissioner Karolian stated if Lt Cline makes the schedule he should be able to get voluntary overtime or forced overtime, and he should be able to fill it for the month.

Chief Agrafiotis stated they will work on this, and if they don't think it can work can they ask Commissioner Karolian to look at it and show him where they think the issues are. Commissioner Karolian stated if Lt Cline fills in what he can fill in voluntarily and then forced overtime and he still doesn't have enough people then they can offer overtime to the detectives on their time off, not pull them out of detectives on their regular time. He believes the more people they put out there the activity level will rise.

Chairperson McHugh wanted the Chief to go back to the budget and see if there are lines they can take funds from and give something to the commissioners to look at.

Commissioner Karolian made a motion that Lt Cline do a schedule for the month of September filling in voluntary overtime to get the compliment 3 plus 1, and go into 4 hour voluntary on shift before or after, and if that doesn't work do the mandatory overtime. Then he could back fill it with voluntary overtime from detectives. See where it goes for a month's schedule and see how many people will volunteer, and how many people will be forced to maintain a 3 and 1, 24/7. Seconded by Chairperson McHugh, motion carried unanimously by roll call vote. Chairperson McHugh I, Commissioner Roy I, Commissioner Karolian I.

Chief Agrafiotis stated he was going to take what the commission originally proposed to the budget committee and attach changes, and what was proposed to the town council, what the budget is from the citizens and they would see suggested changes line by line in the sub categories to match what the actual numbers are in other areas.

Chairperson McHugh reminded the commissioners to bring their goals for the Chief to the next meeting. They are working on the workshop for September 7, 2010 with LGC.

JR Ouellette asked with the 3 and 1 coverage do they really need this on the midnight shifts Sunday through Thursday. Commissioner Karolian stated that should be visited but he wanted to look at the schedule to see where they are at and it would be up to the Chief and the staff to decide where they need to make adjustments after the first month.

Chief Agrafiotis stated testing will be held tomorrow for the police officers positions. Captain Daigle informed the commission they received 68 resumes, they have 28 confirmed so far they have till

the end of today to confirm, 6 certified officers have applied and the testing will be held at the library to accommodate the group.

Commissioner Roy asked the Chief to look at the memorandum of understanding. Chairperson McHugh stated she doesn't believe it is valid. Chief Agrafiotis stated he would get a copy of the memorandum to the commission to review.

Motion to adjourn 12:57 PM.

Drafted by: Executive Assistant Francine Swafford