

**APPROVED**

**POLICE COMMISSION MEETING**

**Minutes of the Meeting of Tuesday February 16, 2010**

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The Hooksett Police Commission held a public meeting on Tuesday February 16, 2010, at the Safety Center. Present were Chairperson Joanne McHugh, Commissioner Henry Roy, Commissioner Gagnon, and Chief Stephen Agrafiotis.

Town Councilor Paul Loiselle was absent.

**1. Call to Order:**

Chairperson McHugh called the meeting to order at 5:31 p.m.

**Public Session**

**2. Proof of Posting**

**3. Pledge of Allegiance:**

The pledge of allegiance was held.

Chairperson McHugh informed the audience there was a non-public scheduled for this time frame but they are waiting for Commissioner Gagnon to arrive due to the bad weather. So they will continue with the public session until he arrives.

**4. Public Input:**

**David Pearl 79 Main Street, Hooksett:**

A. He wanted to finish a discussion from the prior meeting. He stated that it was regarding question #7 from the set of questions submitted in April 2009 to the Chief which were answered and returned on December 2009. He stated that it read, "Did you ever in fact unsnap your holster during an argument with an employee?" The answer he received was the HPD can not specifically respond to questions related to confidential personnel

**Public Input Continued:**

information about current or former Hooksett Police Department employees.

He commented that he went back and watched the video tape from the last meeting and came to the conclusion that they were both right in this situation. If the question is given to the Chief as the Chief he understands that he can't divulge that personnel information. He doesn't think this is divulging any personnel information. He stated that he was not surprised that he did not get the details as to whether it happened or it didn't happen. He stated he was going to go by what the Chief stated at the last meeting that in fact there was an investigation. He stated that he believes that he is right that by asking him that question as an officer he believes that he can divulge personnel information about himself. He was trying to get to the bottom of this if it was accurate or not.

Mr. Pearl wanted to make a statement "The Chief did in fact unsnap his holster while in an argument with an employee." He asked for any comments. Nothing was stated.

**Maura Ouellette 3 Summer Fare Street, Hooksett:**

A. She stated at the January 4, 2010 Commission meeting it was decided that a substantial raise would be given to the Chief, 2 captains, and 1 lieutenant. She asked if this was correct.

Chairperson McHugh stated given the fact of how the motion is written that is partly correct.

Ms. Ouellette asked if the Chief, 2 captains, and the 1 lieutenant receive a 2.5% increase on July 1, 2009.

Chairperson McHugh stated that she did not have that information.

Ms. Ouellette stated in the June 2009 minutes there was a motion made to approve a 2.5% increase for non-union personnel. She was wondering if they did receive that 2.5% increase.

Commissioner Gagnon stated yes.

Ms. Ouellette stated the right to know information that was received equates to a 10% increase in salary for the Chief, a 12% increase for one of the captains, 13% increase for the other captain, and a 10% increase for one lieutenant. She stated that the teachers decided not to receive a raise next year there is a freeze. The Budget Committee voted no 2% increase for all town employees at town hall. She can't understand how the Commission could think about doing this.

She stated the Chief has stated over and over again that people are leaving the Department for more money. If this was true wouldn't you be going to the Commission saying we need equity raises for patrol? How about fighting for the people working for you,

**Public Input Continued:**

she doesn't see leadership here. She stated that they should rethink this and she knows that they will get a lot of heat from this.

**J.R. Ouellette 3 Summer Fare Street, Hooksett:**

Mr. Ouellette wanted to express his disappointment with the Commission. He can't see how they can make a salary adjustment during a tough economic time. These individuals had just received a raise in July. The raises in July were part of this budget and went through the budget process. He stated to make salary adjustments without going through the proper budget process is a total disregard to the taxpayers and the officers of this Department.

There is a mass exodus in the Department the continuing turnover is a direct reflection of the administration, and is costing the taxpayers thousands and thousands of dollars. No raises should be given to the management of the department until the department can prove to the citizens that management practices have been changed to an efficient and proactive style of management.

He commented on Lt. McDaniel's statement at the last Commission meeting about the K-9's. He stated that he had communicated with 2 of the 3 K-9 officers that have left the Department. Bosco was 7 years old and could have worked another 3 or 4 years. Bob was only 6 years old and he still had productive years. Based on the information he received from the K-9 officers their dogs could have worked an additional 3 to 4 years. This information depicts an accurate reflection on the condition of the dogs.

**Marc Miville 42 Main Street, Hooksett:**

Mr. Miville was not speaking as a Budget Committee member but as a citizen.

Mr. Miville wanted to state the salaries and increases that were approved at the January 4, 2010 non-public meeting.

He stated the Chief has earned an extra \$6,843.20 for a new salary of \$105,705.60 a 7% increase. One captain received an increase of \$73,000.80 a new salary of \$88,129.60 a 9% increase, another captain's salary is \$84,572.80 an increase of \$7,654.40 a 10% increase. Lieutenant's new salary is \$73,403.20 an increase of \$5075.20, a 7% increase. He wanted this reflected in the minutes as the minutes of January 4, 2010 did not indicate the totals.

Chairperson McHugh stated that is assuming that his numbers were correct.

Mr. Miville stated that he received a right to know request from the Finance Director with this information. He wanted to ask Chairperson McHugh is they are accurate.

### **Public Input Continued:**

Chairperson McHugh stated she was not going to get into a debate over this information.

Mr. Miville wanted to submit questions again that he had submitted in August and wanted to have the questions answered even though some of the questions are no longer pertinent anymore.

Chairperson McHugh stated that everything she has received she has forwarded it to get the appropriate answers. She did receive some questions without a name on them. She asked Mr. Miville to put his name on the paperwork.

### **Non-Public Session**

At 5:46 PM, Chairperson McHugh motioned to enter non-public session in accordance with the provisions of NH RSA 91-A:3,II,(a),(c), seconded by Commissioner Roy, the motion carried unanimously by roll call vote.

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

The motion was made to come out of the non-public session at 6:20 PM.

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

Chairperson McHugh stated that due to the bad weather they will try to go through the agenda quickly.

A motion was made by Chairperson McHugh to table the minutes for September 8, 2009 non-public minutes, December 15, 2009 public and non-public minutes, January 4, 2010 public and non-public minutes, and February 1, 2010 public and non-public minutes. The motion was seconded by Commissioner Gagnon and carried unanimously by roll call vote.

#### **6. Monthly Reports:**

A. Discussed the January 2009-2010 budget the Town was in week 31 of 52 and expended 59.62% and the Police Department was 50.39% expended.

#### **7. Old Business:**

##### *a. Crime Prevention Activities*

A Chief Agrafiotis stated Captain Cecilio and Bill Shackford would give an update later in the meeting, as Captain Cecilio was dealing with an arrest.

##### *b. Town Attorney Research*

**Old Business Continued:**

A. Chief Agrafiotis stated the Commission has the information from the town's attorneys and from the Department's current attorneys for review.

Chairperson McHugh asked what the Commission wanted to do with this information and how did they wanted to proceed.

Commissioner Roy stated that he has not reviewed all of Sheehan, Phinney, Bass & Green's information and did not have a chance to compare it to Hage & Hodes. He would like to postpone it for now.

Chairperson McHugh stated that this will be tabled, and a decision would be made at the March 16, 2010 meeting.

Chief Agrafiotis stated that the Commission also has paperwork from the Black Law Dictionary for review to be added into that packet.

*c. Exit Interviews:*

A. Chief Agrafiotis informed the Commission that there was a survey in their packets of information from other towns on exit interviews.

Commissioner Roy stated that the survey states 5 no, 8 yes, and 1 if requested. They are all over the place.

Chairperson McHugh stated she does not think it is a bad thing to do, as long as you are consistent in your approach. The panel would sit down gather the information and decide what to do with the information.

A discussion was held on who should sit on the board.

It was decided that Chairperson McHugh would discuss this with Carol Granfield possibly using human resources for the exit interviews and formulate a process, and the exit interviews be done 2 weeks prior to them leaving.

*d. Mobile Computer/Impact Fees:*

A. Captain Daigle stated the only outstanding issue was hearing back from the Town Administrator inquiring if the impact fees were going to be used for any other purpose. The Town Administrator stated she did not see any reason they could not move forward with this project, and they did not have any other use for the impact fees at this time that she was aware of.

A motion was made by Commissioner Gagnon to send a letter from the Commission requesting the Town Council release the funds from the impact fees for this purpose with documentation. Seconded by Commissioner Roy, motion carried unanimously.

**Old Business Continued:**

*e. Graffiti/Town Council:*

A. Chief Agrafiotis informed the Commission there is a public hearing with Town Council on the draft graffiti ordinance. The Hooksett Prosecutor had reviewed it to make sure that it is an enforceable ordinance, and this information was forwarded to Carol Granfield for the Town Council's review.

*f. Emergency Communications-CodeRed:*

A. Chief Agrafiotis wanted to inform the Commission that the original total cost for the CodeRed was estimated at that time to be \$1900 which would be the Police Department's share. He was informed by the Town Administrator that the actual cost was going to be \$2047.50 which would be coming out of the community service line.

The CodeRed is up and running and staff has had training on it.

*g. Intersection of Route 3 and Benton Road:*

A. Chief Agrafiotis updated the Commission on this project. He stated from By-Pass 28 to Benton Road the drainage project would be worked on this summer, and in the spring and summer of 2011 the road widening project would begin.

Commissioner Gagnon stated they were discussing putting an arrow at the lights. Chief Agrafiotis discussed this with the Town Planner about the signage issue, and there was a representative from DOT there at the meeting the request was made to do whatever they could.

Chief Agrafiotis stated the best thing they could do for now was to put larger signage out there and they would not change the light.

Commissioner Gagnon stated they were just asking for a green arrow, and doesn't understand why it couldn't be done.

Chairperson McHugh stated that they should follow it up with a letter to DOT. Chief Agrafiotis stated that he would draft a letter.

**8. New Business:**

*a. Proposed 2010-2011 Budget Status:*

A. Chairperson McHugh informed the Commission that they presented the proposal to the Budget Committee, and they were asked to return on February 18, 2010.

Chief Agrafiotis stated that they have the information the Budget Committee had asked for to bring to the meeting.

**New Business Continued:**

*b. Union Contract Ratification:*

A. A motion was made by Commissioner Roy to ratify with the changes to the existing contract effective July 1, 2011. Seconded by Commissioner Gagnon, motion carried unanimously.

Chief Agrafiotis asked if anyone from the Commission would be at the Town Council meeting scheduled for February 17, 2010 to answer any questions they may have about the warrant article. Commissioner Roy stated that he would attend.

*d. Hiring Process:*

A. Captain Daigle stated they had received 75 resumes, 47 people attended the testing, and 25 people passed both the written and the physical agility testing. The oral boards are set for next week there are 4 certified officers to be interviewed with this group.

There is one candidate scheduled to take the polygraph exam on February 26, 2010.

*e. Accreditation Research:*

A. Chief Agrafiotis stated the Commission had asked for some research on this. There was a packet given to them on the cost and requirements.

Chairperson McHugh asked for clarification on the memo. A discussion was held on the State and National accreditation process. There is no cost for the State accreditation, but there is a cost for C.A.L.E.A. between \$8,400 to \$16,075.

Chief Agrafiotis stated that on page 2 one thing to remember is the staff time that goes into this project.

Commissioner Gagnon stated he would like to see the Department move forward with the State accreditation. Chairperson McHugh stated that would be a good step, but wanted to know what else is involved in the State process.

Lt. McDaniel stated that he was in the process of getting a complete update on the State's standards from the Police Standards and Training.

It was decided that he would bring this information back to the Commission when he receives it.

Chief Agrafiotis wanted to meet with Chairperson McHugh to update her on some of the issues that related to the accreditation process prior to him becoming Chief, and why it had not been achieved. He stated they were at a certain point with the State accreditation before the State stopped the program.

**Old Business Continued:**

*a. Crime Prevention Activities*

1. Department Website:

Captain Cecilio stated the Department's website is still on target and he is hoping to have the volunteer attend next months meeting to update the Commission.

They needed to appropriate \$69.93 to lock up the dominion names, and one year of using their server.

2. Twitter and Facebook:

Captain Cecilio asked what the Commission wanted him to do with the Twitter and Facebook accounts.

A discussion was held and it was decided to close the Twitter and Facebook accounts and work with the CodeRed. The Commission all agreed on this.

3. Bright Arrow (SAU):

Captain Cecilio informed the Commission that he had looked into the Bright Arrow the school uses, it is a good system but it is geared towards the schools. He stated CodeRed would be a better system to use.

4. Neighborhood Crime Watch Program:

Captain Cecilio stated they were still looking for more volunteers they only have 7 volunteers. A meeting will be set up in the future.

Chairperson McHugh asked Dan O'Brien if an article could be run in the newspaper to see if they could get more volunteers.

5. Crime Report Mapping (MPD):

Captain Cecilio stated this was tabled from a prior meeting. There is a fee for this to get it going.

Commissioner Gagnon stated they needed to get the website up and running first and then expand from there.

6. Crimeline:

Captain Cecilio had not heard anything from Crimeline. Chairperson McHugh stated that she would contact Crimeline.



9. Items for next Agenda:

Chairperson McHugh stated that she wanted these items on the next agenda.

- \*Town Attorney Research (March 16, 2010 they need to make a decision)
- \* Exit Interviews (See if human resources can do them)
- \*Graffiti (Report back from public hearing)
- \*Mobile Computer/Impact Fees
- \*Route 3 and Benton Road Lights (Letter to be prepared)
- \*2010-2011 Budget Status
- \*Accreditation (update from Lt. McDaniel)
- \* Crime Prevention update (Website, neighborhood crime watch, any information about Crimeline.)

Chairperson McHugh informed the audience they were not going to have a second public input due to the bad weather.

Mr. Pearl asked about the 2 complaints he asked about at the last meeting. Chairperson McHugh stated that a letter was forthcoming.

Mr. Miville stated that Liz Dionne was in agreement to do the exit interviews.

He also wanted to submit his transcribed minutes of the December 15, 2009 meeting as he stated they were incorrect. Chairperson McHugh gave the minutes back to Mr. Miville and stated that the minutes have been corrected and would be posted on the website tomorrow.

A motion to adjourn was made by Commissioner Gagnon. Seconded by Commissioner Roy, motion carried unanimously.

Meeting was adjourned at 7:09 PM.

Drafted by: Executive Assistant Francine Swafford