



Hooksett Police Department Approved

HOOKSETT POLICE COMMISSION

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Police Commission Meeting Minutes of the Meeting Tuesday March 15, 2011

The Hooksett Police Commission held a public meeting on Tuesday March 15, 2011, at the Safety Center. Present were Chairperson Joanne McHugh, Commissioner Clark Karolian, Commissioner Henry Roy (excused), Chief Stephen Agrafiotis.

Call to Order: Chairperson McHugh called the meeting to order at 6:40 P.M.

Proof of Posting.

Pledge of Allegiance.

Minutes of Last Meeting

January 25, 2011 minutes

Commissioner Karolian moved to accept the minutes of January 25, 2011. Motion was seconded by Chairperson McHugh.

Commissioner Karolian moved to table the minutes of January 25, 2011. Motion was seconded by Chairperson McHugh. Motion carried.

Public Input: J.R. Ouellette, 3 Summer Street.

Mr. Ouellette wanted to explain the cuts to the budget and express his disappointment with the command staff. He compared Hooksett to Goffstown and requested material that warranted the raises. Hooksett has lost the Dare program and the only officer that was polygraph trained. The Chief's salary should be based on what other services the department offers.

Monthly Reports:

1. Police budget reports
2. February :

A discussion was held on the February monthly budget report.

Commissioner Karolian requested information on how many people that they had out on the roads, due to the amount of people working. He asked if it was forced overtime or did they volunteer. Why were they spending so much on overtime?

Chief Agrafiotis stated that officers were taking vacation time and sick. They also had officers staying at the end of shifts to do a report.

Commissioner Karolian requested Chief Agrafiotis provide these statistics for the week ending January 13, 2011.

Commissioner Karolian inquired the status of hiring part-time officers.

Chief Agrafiotis answered he would check on the status of the advertisement.

Old Business:

Update on audit/ Remaining funds in budget: Chief Agrafiotis reviewed the averages and as of March 2, 2011 we could have over \$190,000 and a low of \$31,000. A second analysis on March 11, 2011 revealed a high of \$185,000 and a low of \$58,000. This is for two – thirds of the year.

Chairperson McHugh asked if there would be funds available to do an audit.

Chief Agrafiotis stated he would need to know what the cost of the audit.

Chairperson McHugh stated the Commission will create an RFP with the scope of the audit.

Motion for discussion on directive for admin lt. position: Discussion ensued on the motion regarding January 25, 2011 Page 6, part B. Commissioner Karolian stated since the motion was not seconded the motion was dead.

Update of website: The commission discussed external emails for personnel and improving the website, much discussion ensued.

Chief Agrafiotis will discuss with Captain Cecilio to see how they could proceed.

Neighborhood watch: Chief Agrafiotis reported due to the inclement weather that participant level was down. A new date was set for April 13, 2011.

Caller ID: Chief Agrafiotis asked Captain Daigle to research the caller ID. The caller ID can be placed into the system. It would cost \$540. He would like to recommend to the commission to go forward with the caller ID.

Commissioner Karolian asked what the caller ID would provide.

Chief Agrafiotis stated that the only caller ID they have currently is through 911. However, he was unsure what this system would do.

Chairperson McHugh requested more information on what the caller ID would do.

Calls to service: Commissioner Karolian addressed the calls to service report and requested the format be changed to a simpler version listing statistics.

Hiring Process: Commissioner Karolian made a motion to release the information to Mr. Lizotte for his right to know request. Motion was seconded by Chairperson McHugh. Motion carried.

New Business:

Manifest:

1. 02/04/2011 Bills – Commissioner Karolian made a motion to approve the manifest in the amount of \$6,043.84. Motion was seconded by Chairperson McHugh. Motion Carried.
2. 2/11/2011 Bills and Payroll – Commissioner Karolian made a motion to approve the payroll manifest in the amount of \$122,213.59. Motion was seconded by Chairperson McHugh. Motion carried.
3. 2/11/2011- Commissioner Karolian made a motion to approve the bill manifest in the amount of \$13,971.63. Motion was seconded by Chairperson McHugh. Motion carried.
4. 2/25/2011 Bills and Payroll – Commissioner Karolian made a motion to approve the payroll manifest in the amount of \$128,284.83. Motion was seconded by Chairperson McHugh. Motion carried.
5. 2/25/2011 – Commissioner Karolian made a motion to approve the bill manifest in the amount of \$6,196.62. Motion was seconded by Chairperson McHugh. Motion carried.
6. 3/11/2011 Bills – Commissioner Karolian made a motion to approve the manifest in the amount of \$15,807.79. Motion was seconded by Chairperson McHugh. Motion carried.

Update 2010-2013 Budget: Chairperson McHugh requested the budget update information from Budget Committee member JR Ouellette.

Second Public Input:

David Pearl, 79 Main Street. Mr. Pearl stated he just came from the Town Council meeting. The warrant to abolish the Police Commission was taken off. The Town Council looked at the legislation and they were only able to do it by an article of petition. The Town Council took a vote and it has been removed.

Todd Lizotte, 29 Post Road: Mr. Lizotte stressed he had placed a number of right to know law request's; he is concerned about the Chief trying to get in front of the Council and if so that the Commission be able to attend if it non-public; and Officer Jason Defina also be able to attend. He is afraid the tax payers are going to foot the bill. He hopes the legal team would be making those calls.

J.R. Ouellette, 3 Summerfare: Mr. Ouellette asked if the Prosecution Assistant could get a hold of the website. He also stated that he would like the Chief placed on leave and there should be a complete audit of the department from top to bottom. He also requested the Chief not be involved in the proceedings.

- Commission will put together the RFP for the audit
- Information from Town Council with regards to the police vehicles
- Report from Captain Daigle in regards to summary reports
- Part timers ad
- Regard to phone jack, if Fire Department would share with the cost.
- Information on the Jag Grant

Commissioner Karolian stated that last month he made a motion that if the Chief was available that he attends the Police Academy graduation. Chief Agrafiotis stated that he would not be attending the graduation but when the officers graduate that maybe they could be invited to the Police Commission meeting for some type of recognition.

Commissioner Karolian moved at 8:55 PM to enter non-public session under RSA 91-A:3, II, (a) & (c). Motion was seconded by Chairperson McHugh. Roll Call vote carried unanimously.

Commissioner Karolian made a motion to come out of non-public at 11:20PM. Motion was seconded by Chairperson McHugh. Roll call vote unanimously.

Commissioner Karolian made a motion to not divulge the non - public minutes. Motion was seconded by Chairperson McHugh. Roll call vote carried unanimously.

Commissioner Karolian made a motion to adjourn at 11:25PM. Motion seconded by Chairperson McHugh. Roll call vote carried unanimously.