

Approved

Tuesday June 21, 2011

The Hooksett Police Commission held a public meeting on Tuesday June 21, 2011 at the Hooksett Safety Complex. In attendance were Commission Clark Karolian, Chairperson Joanne McHugh, Commissioner Henry Roy, and Chief Stephen Agrafiotis.

Call to Order.

Proof of Posting.

Pledge of Allegiance.

Minutes of Last Meetings

3/15/2011 Continued to be tabled.

Rick Bailey Public Safety Strategies.

Interviews have been started and there will be more this week. They have received grievances, sops, job descriptions, detectives case loads: these are things that were requested. Also looking at the money and to find out where the money is being spent. One issue that has occurred is the data is in raw form and not in tables that they would like. It is not a problem but it is a time issue. It will cost another \$650 to put it in the form that they need it to be. This is very common that the data they collect in policing. If you collect the data you need to use the data. The data is lines of words and not excel form.

Commissioner Karolian made a motion that the audit does not exceed the additional amount of \$650. Commissioner Roy seconded the motion. Motion carried unanimously.

Public Input

Dick Sullivan, 7 Morgan Drive.

Mr. Sullivan wanted to thank Commissioner Roy for his time of service as commissioner and as a community member.

Fred Bishop, 16 Ridgeview Drive

Mr. Bishop thanked Commissioner Roy for his six years of service. He told Commissioner Roy that he was proud of his sacrifice and for his families. Mr. Bishop also complimented him for staying professional, and having honesty in all that he did for the community. He wanted to join others for wishing Commissioner Roy well in all that he does.

Vincent Limbo, 56 Main St.

Mr. Limbo wanted to thank Chief Agrafiotis, Captain Cecilio and the rest of the police department for allowing Officer Pete to attend the Special Olympics which was held in Durham. Officer Pete has been doing this for 24 years and the kids and participants enjoy having him hand out the ribbons and medals.

David Pearl, 79 Main St.

Mr. Pearl spoke regarding the May 17th meeting. At this time he asked the Chief five different questions and the Chief would not answer or respond to the questions. On May 18th Mr. Pearl emailed the Chief and again got no response. May 20th he called the police department and spoke with SRO Blanchette who was very helpful to him. May 21st he once again emailed the Chief and got no response. The on May 24th he called the police department once again and spoke with Captain Daigle who was also helpful in answering some of his questions. May 25th he called the police department again and asked to speak with Chief Agrafiotis. He was told at this time the Chief was out of the building. On May 31st the chief returned his call and the spoke on the phone.

Chief Agrafiotis informed Mr. Pearl that the information he is requesting was from the hearing and he thought that he gave him all the answers in the phone call and in the email.

Mr. Pearl responded the reason he brought this up was because he was opposed at first of the SRO position. He also requested of the commission an answer to his question. In December 2008 was there an order in place that restricted the SRO from overtime and where was the information recorded?

Marc Miville, 41 Main St.

Mr. Miville asked the commission if they received an email from him for a change of last meeting.

Monthly Reports

Police Budget Report/O.T. Review

A discussion was held on the police budget and the overtime review. Chief Agrafiotis stated with week 48/52 done, when he ran the numbers on May 31st they were at 85.64%. Chairperson McHugh commented that they would have \$409,320 remaining after excluding the money in the amount of \$93,165 to be returned to the town. So there will be enough money to cover the overspent line for overtime. The good news is the overtime has come down.

Old Business

Neighborhood Watch

Chief Agrafiotis you have a memo. There last meeting was May 18th. What happened on the 18th the open house was discussed and that was placed on hold for right now. Bill has stepped down and John has stepped up and expressed interest. Det. Sgt. Dupuis has spoken to him in regards to that.

HPD Website

Mr. Lizotte looked at what was available as far as the town and asked the town if the police department could link into their site. He also spoke to the fire department and they told him that the town's site is about eight years old. Mr. Lizotte then spoke with his contact and he is interested. The two of them will sit down and put together a proposal. The biggest thing will be that they need to put the documents into PDF form. Chairperson McHugh asked who the go to person would be at the department. Chief Agrafiotis stated that Det. Sgt. Dupuis will be the one to go to.

Verizon

Captain Daigle had communications with Mark Stewart and he now has a new supervisor. Mr. Stewart had a meeting scheduled and will get back in contact with Captain Daigle.

Calls for Service

Chief Agrafiotis asked the commission to take a look at the new format and let the department know if the format is readable, and if the new format gives the commission the information that they need. The commission stated they liked the new format.

Chief Agrafiotis also asked the commission if the commission wanted the data range to be monthly or if they wanted the information to be from commission meeting to commission meeting. Chairperson McHugh would like to see the month to month information. She stated this would be a clearer way to see the data.

Commissioner Karolian stated that he walked into another police station and there was a three ring binder of calls to service. The book was very precise. He asked the department if there was any reason the Hooksett Police Department does not do this since it is public knowledge.

Captain Daigle told the commission that there is a binder in the lobby. However it is not in the form that the commission is looking for.

Media Room Phone Jack

The phone is now installed. The phone is currently at the back of the room by the windows. The phone jack has enough lines in it so if there was a crisis and the media room had to be used for it.

The commission asked the Chief to rearrange the room so the commission was closer to the phone. Chief Agrafiotis stated that he would do this.

Storage Unit Research

The need for storage was researched by Lt. McDaniels. He visited three local storages that could meet the department needs and he put some prices together. The storage facilities that he researched had 24 hour day surveillance, and were secured. The following are the facilities along with prices: Profile Self Storage 10X30 \$160, State of the Art 10X30 \$161.50, and Hooksett Self Storage 10X30 \$180.

A discussion was held how the department needs to have more storage. The Sally Port in Commissioner Karolian's opinion needs to be a sterile place. Chairperson McHugh stated that when the town was designing the building they should have asked the Commission for input. However, this was not done. Other than the Sally Port there is no other storage. The department did however try to clean the Sally Port up, however more needs to be done.

Chairperson McHugh stated that she would like this to go to the Council for some discussion. She would like the department to continue going through the Sally Port and see what needs to be kept and what could be pitched.

Chief Agrafiotis asked the commission to let him know which storage company they wanted to use and then he would call and see if he could reserve a space starting on July 1st.

Commissioner Karolian made a motion to request the police admin to contact profile self storage in regards to renting a 10X30 storage. Commissioner Roy seconded the motion. Motion carried unanimously.

PELRB Notice

The union members have changed the representation of them through a formal vote. The new union will be New England PBA. They will be the ones dealing with any grievances or any issues the union members have. Chief Agrafiotis was notified of this change on May 27th.

Letter from Attorney Volinsky

See attachment A.

New Business **Manifest**

4/28/2011 Payroll and Bills

Commissioner Karolian made a motion to approve the payroll manifest for 4/28/2011 in the amount of \$82,714.11. Commissioner Roy seconded the motion. Motion carried unanimously.

Commissioner Karolian made a motion to approve the bill manifest for 4/28/2011 in the amount of \$6,141.93. Commissioner Karolian seconded the motion. Motion carried unanimously.

5/25/2011 Bills

Commissioner Karolian made a motion to approve the bill manifest for 5/25/2011 in the amount of \$5,427.18. Commissioner Roy seconded the motion. Motion carried unanimously.

6/03/2011 Payroll & Bills

The commission had a discussion regarding Atty. Chabot's bar dues that due on July 1st. It was stated that the commission did not have a problem paying the bar fees but they did not understand why the department was picking it up. Attorney Chabot told the commission that when she was hired the department told her that they would be picking it up. In all the twenty years that she has worked as an Attorney the departments have always picked it up. Chairperson McHugh told Atty. Chabot not to take it personal it was just a question that was raised.

Commissioner Roy made a motion to pay for both the bar fees and court fees for a total of \$560. Commissioner Karolian seconded the motion. Motion carried unanimously.

6/03/2011 Manifest

Commissioner McHugh made a motion to approve the 6/3/2011 manifest in the amount of \$12,395.19. Commissioner Roy seconded the motion. Roll call vote: Chairperson McHugh – Aye, Commissioner Roy – Aye, Commissioner Karolian – Nay.

Five minute break

Commissioner Karolian made a motion to approve the 6/3/2011 payroll manifest in the amount of \$130,197.02. Commissioner Roy seconded the motion. Motion carried unanimously.

6/10/2011 Bills (cruiser deductible repair bill)

The commission had a discussion on the cruiser deductible repair bill. The insurance company will be picking up \$1000. Commissioner Karolian stated that the department had received three different estimates. They were State Motors \$1,425.12, Tereos Auto Body \$1,905.70, and from Auto Know It \$2,406.

Commissioner Karolian made a motion to change from Tereos to State Motors in the amount of \$8,171.77. Commissioner Roy seconded the motion. Motion carried unanimously.

Approval payment for Town Sign \$1,000

A discussion was held on the approval of the electronic town sign. A member from each department got together and had a meeting. When they asked what the police department would pitch in Captain Daigle informed them that he did not know at the time. So each department went around and said what they could do. When it got back to the police department all that was left was \$1000. The sign would house at the fire department and the staff would inspect it once a week. If the police department needed access to it they would.

Chairperson McHugh made a motion to approve the \$1000 for the electronic town sign. Commissioner Roy seconded the motion. Roll call vote: Commissioner Karolian – Nay, Chairperson McHugh – Aye, Commissioner Roy – Aye.

Commissioner Karolian made a motion to go into non - public under RSA 91-A: 3; II, (a) & (c) at 7:50PM. Commissioner Roy seconded the motion. Motion carried unanimously.

Commissioner Roy made a motion to seal the non – public minutes. Commissioner Karolian seconded the motion. Motion carried unanimously.

Spending Authority

Purchasing of Supplies

Discussion on who was responsible for purchasing supplies. Chairperson McHugh stated that the town was in charge of the maintenance. The commission is going to wait for response from the town administration in regards of who needs to buy the cleaning supplies for the building. Commissioner Karolian stated that it should come out of the building maintenance line.

Approval for Meals for Training

Chief Agrafiotis wanted clarification for the meals for training. He wanted to know if there was a freeze on the training line was there a freeze on the meals for the training. The commission discussed this and decided that if meals were not included the commission would approve the meals for training.

Commissioner Roy made a motion that we pay for the meals for training based on the June 8th memorandum. Commissioner Karolian seconded the motion. Motion carried unanimously.

Approval for Daily Operations

A discussion was held on the Chief's spending authority. There is a policy in place and the commission does not want to go against it. If there is an emergency that happens then the department will have to get it fixed. A printer that needs to be fixed is part of a day to day operation. Commissioner Roy stated that he believes the department should have some kind of petty cash so in case it is needed. Chairperson McHugh commented that she would look into the petty cash.

Annual Town Report

Chairperson McHugh stated the commission needed to work on it. The date that it needs to be done by is July 29th.

Complaint from Chief about Commissioner Karolian

See Attachment B.

Public Input

David Pearl, 79 Main St

Mr. Pearl asked the Chief if he brought forth a plan to the commission when his spending authority got reduced on how the police department was going to function. He also asked the Chief why it took him two weeks to respond to his inquires and why the Chief never responds to his questions. Mr. Pearl also commented on the letter from Volinsky regarding Commissioner Karolian.

J.R. Ouellette, 3 Summerfare St.
See Attachment C.

Marc Miville, 41 Main St.

I also have an outstanding of a right to know request. I know you are very busy. I want to remind the commission there are complaints against the chief. However, I am in no hurry I just want an answer and I want it correct.

Todd Lizotte, 29 Post Road

Mr. Lizotte commented on the bidding process for Hooksett. He stated that maybe the commission should think about putting a bidding process out there. He also stated with regards to storage that maybe they should shed some of the excess materials. Mr. Lizotte also asked who people should see in regards to employment as police officers at the Hooksett Police Department. The person that they would see is Captain Daigle.

Commissioner Roy made a motion to adjourn the meeting at 9:46P.M. Commissioner Karolian seconded the motion. Motion carried unanimously.

Adjourned 9:46P.M.