

Approved

Minutes of Tuesday July 19, 2011

The Hooksett Police Commission held a public meeting at the Hooksett Public Safety Complex on Tuesday July 19, 2011. Present were Chairperson Joanne McHugh, Commissioner Clark Karolian, Chief Stephen Agrafiotis, and Commissioner Kenneth Scherer.

Call to Order at 5:30 PM.

Proof of Posting.

Pledge of Allegiance.

CHAIRMANSHIP VOTE FOR THE POLICE COMMISSION

Commissioner Karolian made a motion to appoint Commissioner McHugh to continue to remain Chair of the Commission. Commissioner Scherer seconded the motion. Roll call vote: Commissioner Karolian – Aye, Commissioner Scherer –Aye, Chairperson McHugh –Abstained. Commissioner McHugh is appointed to the Chair of the Commission.

Commissioner Karolian made a motion to enter a non public meeting according to NH RSA 91-A: 3, II (a) at 5:34pm. Commissioner Scherer seconded the motion. Motion carried unanimously.

Commissioner Karolian made a motion to come out of non - public at 6:27PM. Motion was seconded by Commissioner Scherer. Motion carried unanimously.

Kym Craven with Public Safety Strategies

This coming Thursday July 21, 2011 Public Safety Strategies will conclude the internal part. Chairperson McHugh will still be the one they will contact. They have also finished interviewing everyone and the surveys will be going out soon. The group has received a lot of information and they will be coding the data which will take them about 2-3 weeks. One staff member is going to be on vacation in August, and so they will work around his schedule. However, in mid August they will contact the Commission to set up for the presentation.

Public Input

Michael Sorel, 54 Cross Road

Mr. Sorel stated that he lives on the west side. He hears citizens complain about the west side car but he is not even sure they live on the west side. When his wife came in to complain about some issues that was going on the west side the Hooksett Police Department responded in a timely fashion and took care of the problem. He also stated that Hooksett Police Department has an excellent Chief and command staff, and would like the public to give public recognition to the command staff.

Marc Miville, 42 Main St.

See Attachment A.

Monthly Reports

Police Budget Report

A discussion was held on the police budget report. Chief Agrafiotis states that the police department was 95% expended. Commissioner Karolian asked how much was given back to the town at the end of the fiscal year. Chief Agrafiotis commented they have given back \$161,927; however when finance recalculates the new bills that the commission signed that number would change. It was determined that they would end up given back approximately \$150,000 without including benefits. Commissioner Karolian asked the Chief to get the information for the next meeting.

OT Review

Captain Daigle spoke in regards to the overtime budget. In the last six weeks he has seen numbers lower than he has in the past year in regards to overtime. Adjustments were made to the schedule and with these changes they should be able to keep the overtime down to where it is now. The reason for this is there is three more officers now out in the field so the rotation rotates more evenly.

Commissioner Karolian inquired if the supervisor overtime has come down. Captain Daigle responded by telling the Commission that the SRO is now working days, he has also been using up his four weeks of vacation during the summer. However, Commissioner Karolian wanted to know if he had been working overtime. Captain Daigle stated that it is not a practice with him working overtime however; he may be a little where needed. Chairperson McHugh asked Captain Daigle to get that information with regards to the SRO and overtime and bring to that to the next meeting.

Commissioner Karolian stated that he would not pay to fix older cars. He would like to take the newer cars and use them to build up the mileage and keep the older ones to not put so many miles on it. It was stated that if older cars are rotated out of the fleet and the newer ones were put in the fleet that would bring down the maintenance.

New Hampshire Retirement Rates

Chief Agrafiotis explained the changes with the state house budget. The house had eliminated the state level of the employer contribution. What happened was the citizen would put money in every week and so did the employer. In Hooksett for the finance department there was money that was not budgeted into the new fiscal year, and that amount was \$378,954; with the police department being \$172,062. It was just brought to the council to see where to take the amount from.

Chairperson McHugh had a request for the town council. She encourages the town council to explore with the representatives to see if there is any money available for Hooksett. The employer does have to pay for a portion of it.

Chief Agrafiotis stated the town needs to decide quickly. If the town knew this was going to happen prior to the budget then they could have budgeted it in.

A Town Council member stated this was already discussed at the last Town Council Meeting.

Old Business

Dispatch Caller ID

Chief Agrafiotis asked the Commission to read the papers that he had given them. He inquired if the Commission reviewed the information then they would determine whether or not the cost is what they wanted to spend. Majority of the calls coming into the department comes from 911. However, there is another number that the public can use and when it does that there is no numbers. Captain Daigle stated that there are three emergency lines. Dispatch answers the calls. If someone calls the emergency line after hours then they will not know what the caller id information was. Chief Agrafiotis states there are three options: not do anything, do the three emergency lines, or do all the eleven lines. Commissioner Karolian does not see the need to change the current system.

Web Site Update

Chief Agrafiotis states there was a memo from Det. Sgt. Dupuis. Sgt Dupuis stated that he felt the department would feel comfortable moving forward with Mr. Lizotte.

Mr. Lizotte spoke in regards to the system. He took Det. Sgt. Dupuis through how the building blocks on his computer work. Mr. Lizotte also spoke to Sgt. Dupuis and he feels comfortable to do it all he needs is authorization to get access to the registry information. The word press package is free and he is willing to do this free of charge. Once the system is in place he would show Sgt. Dupuis on how to update the system and hand it over to him. At that time he would no longer have the password since he would have the department change the password. The Commission thanked Mr. Lizotte for his time in this project.

Commissioner Scherer made a motion to authorize transfer of registry information for hosting of the Hooksett Police Department web site to Mr. Lizotte and he will work with Det. Sgt. Dupuis to develop a new web site and to train him on the operation there of. Password authority to be

transferred solely to the Hooksett police Department upon completion of the web site and the personnel training. Commissioner Karolian seconded the motion. Motion carried unanimously.

Neighborhood Watch

A discussion was held on how the neighborhood watch was going. Chief Agrafiotis asked the commission if they had any adverse for a neighborhood watch booth at old home day. The commission thinks that would be a good idea.

Commissioner Scherer would like a Det. Sgt. to be at old home day to put out a positive outlook for the old home day. He suggested that they should man it for a standard shift based on the work load at the time. However, Commissioner Karolian thinks the gentleman could do it since he has been doing the neighborhood watch program.

Air Card Issue

Captain Daigle spoke with a representative from Verizon. They are not inclined to refund money at this time. Chairperson McHugh asked Captain Daigle if he could speak with someone higher to either have them come in for a meeting or to speak directly to them on the phone.

Commissioner Karolian stated he does not think that Verizon will refund the money back for an air card that was not used for seven months. However, Chairperson McHugh replied that they should give some money back since all the equipment did not arrive on time. Captain Daigle thought that there was three months that they should have been returned. The Commission then encouraged Captain Daigle to speak with the upper managements.

Storage Unit Contract

Chief Agrafiotis stated the Police Department has a proposal for \$1900. The department had storage at the Highway Department but the Chief is not sure what they have for space that they can access it. Chairperson McHugh states that the department still needs to clean out the sally port and they need to talk to the Highway Department to see what the storage is there. The Police commission will wait to be placed on the town council agenda. Commissioner Karolian made a suggestion that the commission go look at the sally port. Commissioner Scherer asked if the department has looked at storage facility here. The department has and it cost more.

8:30PM The Chair recessed the meeting to do a walkthrough of the sally port and short term of storage space of the Police Department.

8:45PM Reconvened

New Business

Computer system overview

Chief Agrafiotis discussed the computer system. Commissioner Karolian does think they should get a review from the computer system until after the audit is done. Then after the audit is done, they can have the computer system people come in. Then they can disagree or agree with what the audit has shown. Chairperson McHugh is ok with waiting until after the audit is done.

Manifest(s)

June 24, 2011 Bills & Payroll

Commissioner Karolian made a motion to accept the payroll manifest in the amount of \$76,631.86. Motion seconded by Chairperson McHugh. Roll Call vote: Commissioner Karolian – Aye, Chairperson McHugh – Aye, Commissioner Scherer – Abstained.

Commissioner Karolian made a motion to accept the bill manifest in the amount of \$7416.16. Motion seconded by Chairperson McHugh. Roll call vote: Commissioner Karolian – Aye, Chairperson McHugh – Aye, Commissioner Scherer – Abstained.

July 8, 2011 Bills & Payroll

Commissioner Scherer made a motion to accept the bill manifest for the year 2010-2011 budget year in the amount of \$8,588.64. Motion seconded by Chairperson McHugh. Motion carried unanimously.

Commissioner Karolian made a motion to accept the bill manifest for the year 2011-2012 budget year in the amount of \$16,299.62. Motion seconded by Chairperson McHugh. Motion carried unanimously.

Commissioner Karolian made a motion to accept the bill manifest for the year 2010-2011 budget year in the amount of \$1,692.94. Motion seconded by Commissioner Scherer. Motion carried unanimously.

Commissioner Scherer made a motion to accept the payroll manifest in the amount of \$88,666.88. Motion seconded by Commissioner Scherer. Motion carried unanimously.

Other Business

A discussion was held on whether the commission would sign the manual book. Lt. McDaniel's every year around this time has the commission sign the page. Chairperson McHugh believes that they should go through LGC for some clarification to find out why they would have to sign with regards to the police department's rules and regulations.

Todd Lizotte, 21 Post Road

Reviewed police commission meeting minutes from 1999 to present and he would recommend that the commission look at those minutes. When he looked at the police commission minutes the policies were not as clear. LGC will answer the question based on how the questions are asked. Also when he looked at the prior police commission minutes the policies were not clear when you looked at it.

Public Input

David Pearl, 79 Main St.

Mr. Pearl wanted to welcome Commissioner Scherer to the Police Commissioner. He also thanked the Commission for all the work that they have done. Mr. Pearl is also concerned with the air cards through Verizon. Verizon should of offered a contract to the Police Department and

if not the Police Department should of at least offered them one. And if there was a contract the Commission should look at what was being said in it, since Captain Daigle and Chief Agrafiotis stated different things. Mr. Pearl also commented on the tire storage issue. He stated maybe the Police Commission should look and see if there is a supply chain so when the department needs tires they can easily access them instead of storing them.

Commissioner Karolian asked Chief Agrafiotis how long ago the tires were purchased. Chief Agrafiotis stated he would have to ask Lt. McDaniel's and get the answer to the Commission at the next meeting.

JR Oulette, 3 Summerfare St.

Mr. Oulette welcomed Commissioner Scherer to the Police Commission. He also spoke in regards to his Right to Know request that he submitted two months ago. Mr. Oulette asked the Commission to release the information that was non – public minutes that warranted the raises. He would also like his \$15 to be refunded; and requested the Commission to look at the Right to Know request.

Marc Miville, 42 Main St.

Mr. Miville submitted a Right to Know request in October. It had been 10 months with no answers so he submitted it again. The Right to Know request was in regards to the date when the Commission released the non public minutes to the PELRB and Attorneys. He also inquired if and when the minutes were released. Mr. Miville also asked the Commission for an answer as soon as possible.

Chairperson McHugh stated there was some discussion with it as far as the attorney that is working with the Police Commission. The attorney stated that is information that is privileged. However, the Commission did release the information that was redacted. PLRB was working with that information and Chairperson McHugh stated she spoke with three attorneys regarding this.

Mr. Miville also stated that his memory of the tire issue was Chief Agrafiotis saying that if he has extra money that he could buy tires. However, there was a different kind of Commission at the time. This was stated during a December workshop meeting.

Commissioner Scherer spoke in regards to what David Pearl stated about the air cards. Usually with Verizon you have a contract. The issue is, is there a better plan out there for the department. Chairperson McHugh stated that the commission should not bear all the cost.

Minutes of Last Meetings

May 17, 2011

Commissioner Karolian made a motion to take the minutes of May 17, 2011 off the table. Motion was seconded by Chairperson McHugh. Motion carried unanimously.

She explained that to start the process they start interviewing the commission and then they can ask any questions they have.

Page 1, 1st Paragraph, 3rd Sentence – Amended by Chairperson McHugh
PSSG will remain in contact with the commission to let them know what is going on.

Page 1, 2nd Paragraph, 1st Sentence- Amended by Chairperson McHugh
Chairperson McHugh asked Captain Daigle to be the go to person.

Page 1, 4th Paragraph, 1st Sentence – Amended by Chairperson McHugh
Rick Bailey stated that confidentiality is very important.

Page 2, 1st Paragraph, 1st Sentence – Amended by Chairperson McHugh
Commissioner Karolian made a motion that under no circumstances that there will be no discipline taken against any employee of the Hooksett Police Department for their part of participation or candor of the audit to be included all forms of communication of the audit.

Page 5, Marc Miville Public Input

I'm also hearing a lot of comments from the Chief that also says, as he has just said right now, "I don't have any information in front of me." And from my observations of those hearings was that that was said a lot, and they did not come prepared very well for the meeting, for the hearing for that testimony, and so as I've said in the past, Officer Defina was charged with the incompetence among other things, and yet what I saw there during those meetings was that he was very competent. Whereas the Department did not do a very good job of pleading their case.

I do want to now state, that based on your opinion of that the grievant was relieved of his personnel files of those documents of those grievances. I am now wondering why, if there is any consideration, any future considerations, for any ramifications or punishment for the people who failed to prove that case, and what you found in that testimony was also incompetence on that end, and there any – who's going to be written up for those kinds of actions as well, for not, of failing to do their job as well. For someone to – **allegedly** – take their hands and rub , and go around somebody's (an officer's) neck, and say, "It depends on how you answer this question, depends on how I twist." To me, that is **blatant harassment in a hostile workplace environment**. Thank you very much.

Page 5, 6th Paragraph – Amended by Chairperson McHugh
Chairperson McHugh stated that the overtime line is overspent.

Commissioner Karolian made a motion to accept the May 17, 2011 amendments. Motion seconded by Chairperson McHugh. Motion carried unanimously.

Chairperson McHugh made a motion to go into non - public according to NH RSA 91-A: 3, II, (a) & (c) at 10:20PM. Commissioner Karolian seconded the motion. Motion carried unanimously.

Commissioner Karolian made a motion to come out of non - public minutes at 12:26PM. Commissioner Scherer seconded the motion. Motion carried unanimously.

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

Commissioner Karolian made a motion that the commission release and unseal the redacted non public minutes of 12/16/08, 1/22/09, 2/17/09, 3/17/09, 4/21/09, 5/19/09, 6/16/09, 7/21/09, 8/18/09, 9/8/09, and 9/15/09 pursuant to the right to know request submitted by Officer Defina. Commissioner s seconded the motion. Motion carried unanimously.

Commissioner Karolian handed out the redacted minutes for the Right to Know Request to Officer Defina

Commissioner Karolian made a motion that the commission release the redacted non public minutes of January 4, 2010 as pursuant to the right to know request. Commissioner Scherer seconded the motion. Motion carried unanimously.

Commissioner Karolian made motion to adjourn the meeting at 12:31AM. Commissioner Scherer seconded the motion.

Meeting adjourned at 12:31AM.

Hooksett Police Commission

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