

**HOOKSETT POLICE COMMISSION
PUBLIC MEETING MINUTES
HOOKSETT SAFETY CENTER (MEDIA ROOM)
SEPTEMBER 18, 2012**

CALL TO ORDER: Chairperson Joanne McHugh called the meeting to order at 6:35pm. She led the pledge of allegiance. Proof of Posting was given to the secretary Nancy Perry.

ATTENDANCE – POLICE COMMISSION: Chairperson Joanne McHugh, Commissioner Kenneth Scherer, Commissioner Clark Karolian, Captain John Daigle

ENTER NON PUBLIC SESSION AT 6:37PM PER RSA 91-A:3,II, (a):

Commissioner Karolian motioned to enter into non-public session at 6:33pm under RSA 91-A: 3, II, (b) seconded by Commissioner Scherer voted unanimously

- Commissioner Karolian - Aye
- Commission Scherer - Aye
- Chairperson McHugh – Aye

EXIT NON-PUBLIC SESSION AT 6:52PM PER RSA 91-A:3,II, (a):

Commissioner Karolian motioned to exit non-public session at 6:55pm under RSA 91-A:3,II, (b)seconded by Commissioner Scherer Voted unanimously

- Commissioner Karolian - Aye
- Commission Scherer - Aye
- Chairperson McHugh –Aye

Commissioner Scherer motioned seal the minutes per RSA 91-A:3,II, (a) seconded by Commissioner Karolian voted unanimously

- Commissioner Karolian - Aye
- Commission Scherer - Aye
- Chairperson McHugh –Aye

ANNOUCEMENT OF NEW POLICE OFFICER HIRES:

Chairperson McHugh -The commission has just given its approval to hire two new officers, one being James Bradley. James please come forward we would like to welcome you and congratulate you.

The other officer is Valerie Xenakis. Please come forward Valerie we would like to welcome and congratulation you as well.

PUBLIC INPUT:

None

APPROVAL OF MEETING MINUTES:

Chairperson McHugh – I would like to start by saying the meeting minutes from November 2, had been approved on May 15. The minutes of April 30 had been approved on June 19. The minutes of June 19

had been approved on August 21. The minutes of July 30 still are not been received although I will have to check the packet Nancy gave us tonight.

December 22, 2011 public minutes – This was a budget workshop and it was not noted as such so you were going to fix that

April 9, 2012 public meeting minutes – These minutes are still outstanding

Commissioner Scherer motioned to approve the Public Meeting Minutes of August 21, 2012 seconded by Commissioner Karolian with the following edits. Voted unanimously

Chairperson McHugh just a few things Nancy on the first page you do not have to include the members of the audience.

Page 1 - Where it says Commissioner Scherer reviewed the minutes it doesn't say that there was a vote so please include that.

Page 2 - Third paragraph down it says that Kym Craven presented overview not of the expenditures but of the report to the commission. There was also some question about a correction did you correct it?

Nancy Perry – I received your email and I corrected it. I thought the email had come back but I have to check on it but evidently the correction was not posted afterwards.

Chairperson McHugh – But you did make the correction right?

Nancy Perry – Yes I did and I will review that and send the correction again.

Chairperson McHugh – Just so that everyone knows Kym Craven brought this to my attention a second report that was given to the commission by Kym Craven of PSSG does send the monthly report to the commission and that the chair provides the report to Francine the Executive Assistant to print and to post as a public document.

Commissioner Scherer – Can we just amend that third paragraph to monthly report instead of report?

Chairperson McHugh – Yes

August 27, 2012 non-public meeting minutes held at 4:30pm and at 7:30pm were not packets

MONTHLY REPORTS:

- Police Budget Meeting
 1. Overview of Expenditures – Captain Daigle the town of Hooksett Budget Summary that is received monthly from the town and the Police Department Expenditures.

Chairperson McHugh – I just have a question regarding vehicle maintenance and was the vehicle with the transmission?

Captain Daigle – No these are repairs for the month of August that was completed through the Highway Department. That is for parts and no labor. We are in good shape so far.

Chairperson McHugh – It seems our overtime is good even though we expended \$26,550 in the month of August. What do you attribute that too?

Captain Daigle – We had a lot of vacations that we had to cover in both Patrol and communications.

Activity Report

Chairperson McHugh – It seems activity has decreased in some areas and also increased in others like shoplifting. I don't know what you're feeling or comments are on that one and the other one that has increased is assaults.

Captain Daigle – We do show an increase of 4 on assaults and shoplifting is up by 6. We have had a lot of shoplifting this year and it is at exit 10. I believe that it is attributed to the loss prevention in these stores. This is a sign of times and the economy. We are networking with the large box stores to share information to help prevent these issues.

OLD BUSINESS

A. Salary Survey and Support Staff Hourly Rate Employees

Captain Daigle – What you have in your packets is the salary comparison in regards to Sergeants and the Lieutenants salaries as well. There was a question about that in the past so we wanted you to have that information as well. The Sergeants salary is something that needs to be finalized so that we can move forward with promotions and other things. We used the communities that you had requested.

Chairperson McHugh – What is the date of this matrix? Do you know the dates of the minimum and maximums?

Captain Daigle – Yes I do I believe it was 2010.

Chairperson McHugh – The only reason I am asking is I went to the LGC website and it is not the same as the information that you gave us. This is something that we will have to rectify. LGC is hiring that what we have in front of us.

Commissioner Karolian – Where does the minimum and maximum fall in with the other towns?

Captain Daigle – Hooksett falls to the third lowest maximum for sergeants in the study. Then you will see on the third page that Hooksett has the third highest minimum for sergeants.

Commissioner Scherer – By chance do you know the percentage increase is from the minimum to maximum for those towns?

Captain Daigle – No I do not.

Chairperson McHugh – Can you explain something to me so that I am clear, suppose someone progresses from a patrol officer to a sergeant's position. Would they start with the minimum sergeant's salary or would they start with the years of service they have?

Captain Daigle – No we have a matrix for the sergeant's position. New sergeants start at the starting rate for a sergeant.

Chairperson McHugh – That is what I thought but I just wanted to be clear. The same hold true for lieutenants as well. We still need to do the other as well. We will need to make a list of all hourly support to ensure they are all done.

Kym Craven – If I may you may not be able to get a complete comparison if you are going to go by job responsibilities because not every town is the same. Before you had just done it by job title. I just want to ensure that you are aware it may not be an exact comparison for the jobs.

Chairperson McHugh – There are certainly some job descriptions that are very similar such as transcription or people that are receptionists. I believe those are very straight forward. But I do also agree that there may be some where we have to get more detail as well.

Commissioner Karolian – Are we asking the PSSG or the Captain to gather this data in regards to these positions?

Chairperson McHugh – We are asking PSSG to share the information that they have gather with the captain this way we can move forward with the positions that will need further information to make a good comparison.

B. Job Description for Program Coordinator

Chairperson McHugh – I had asked that everyone get a copy of the job description. The title is different but it is the same as it was at our last meeting.

Commissioner Scherer – So are we to refer to this position from this point forward as the Administrative Coordinator?

Captain Daigle – Yes it is incorrect on the agenda.

Chairperson McHugh – This is the duties and responsibilities that the person who holds this position would have.

Commissioner Karolian – Can these duties and responsibilities be changed?

Chairperson McHugh – The last time we met the duties and responsibilities were not clear and now they have been clearly identified for the commission to review. This is what we had asked for.

Chairperson McHugh- There is only one question that I had and it was in regards to the policies. It says “Oversees and coordinates the updating of department policies” that to me is basically physical aspect and not the writing of it. Is that correct?

Kym Craven – What happens now is she is the coordinator for all of the changes.

Chairperson McHugh – Is she actively involved in the writing of the policies?

Kym Craven – She changes the records and will be involved with those policies she has direct knowledge of. She will not be involved in those policies that she has no knowledge of.

Chairperson McHugh – Ok so she will be physically involved as in making the changes and only being involved in polices that she has direct knowledge of. That is something I just wanted to be clarified.

Commissioner Scherer – I just have a question it says “oversees and coordinates testing procedure”? What is this?

Captain Daigle – We are developing a testing system so that we can develop a checks and balance of what testing is needed.

Commissioner Karolian – Is this just a draft? Is there going to be a draft from PSSG on the Administrative Coordinator position? Right now this is a job right.

Kym Craven – Yes, we were asked to collectively review the job description and present it to you tonight.

Commissioner Karolian – We will act on this at a later time.

Chairperson McHugh – Yes. I do have a question regarding the hours. I don’t know exactly when it was but I think one evening after the votes was taken in regards to the default budget. We were trying to see what we could do and discuss options as to how to fund some things.

Kym Craven – We had discussed both a full time and part time due to the budget you had also asked that I look at both the Planning Coordinator and HR Coordinator job descriptions for the town as there are no apples to apples as you are the police and that is the town. The ranges for those are HR Coordinator is \$15.98 to \$23.75 and the Planning Coordinator is \$16.76 to \$24.90.

Chairperson McHugh – I am glad you got that because I also spoke with Town Administrator Dean Shankle and he said he would sit down with me to see if we could at least come up with some classification for this.

S.O.P. Review (tabled from 8/21/12)

Commissioner Karolian - Where did you these come from? Some look at exactly like the old S.O.Ps and other look completely different? How were these generated?

Kym Craven – The task that we took on a few months ago was to review and update all of the S.O.Ps. We formed two different committees. We gathered S.O.Ps from other communities and Hooksett. We took some ideas from other communities and changed wording and made them specific to Hooksett.

Commissioner Karolian – I know that LGC and Police Standards have S.O.Ps that have been tested through the legal system and when I did not see any foot notes I began to wonder where these S.O.Ps came from. My concern is that these S.O.Ps have been tested whether it be tested through and accredited agency, LGC, or Police Standards.

Rick Bailey – We did not take verbatim from any S.O.P we reviewed it and took what pertained to Hooksett and reworded it.

Commissioner Scherer – Would it be a fair assessment because the previous S.O.Ps do make reference to specific sources that were used I am assuming it is reasonable that we don't know which portions of the existing S.O.Ps came from which of those sources therefore we are not carry forward that information.

Kym Craven – Some of the foot noting that happened before at least some of the ones that I looked at didn't always site a specific form and obviously if the S.O.Ps that are there are referencing the laws as it always says it is then RSA should be referenced.

Commissioner Karolian – What I think we would like to see is the final version of the S.O.P. with track changes from the original S.O.P. I don't care about all of the changes and edits you made to get to the final I just want to see the changes between the original and the final.

Chairperson McHugh – That is what I think as well. I don't need to see all of the edits. I think if you Kym or Rick could do that for us.

A-101 Agency Role & Authority –

Commissioner Scherer – The official mission statement has not been developed yet is that correct?

Captain Daigle – That is correct. That will not change the S.O.P it will just be an addendum. We thought we should move forward with the approval on this S.O.P.

Chairperson McHugh – I just would like to state I did read the old mission statement. I thought it was well written and well thought of for this department. I did have one question with regard to number 2 with regard to the oath of office and it states a Justice of the Peace instead of the Town Clerk isn't that the practice that we send them to the town clerk.

Captain Daigle – No, I swear them in. I am a Justice of the Peace and I have been swearing them in. This so we were not tied to the Town Clerk and when they were available.

Commissioner Scherer – I just want to state that under section 5 I agree with the deletion of paragraph B and E and the final work product is much improved.

Commissioner Scherer motioned to approve and adopt S.O.P A-101 Agency Role & Authority effective September 18, 2012, seconded by Commissioner Karolian. Voted unanimously.

Commissioner Scherer requested to reconsider the previous motion “to approve and adopt S.O.P A-101 Agency Role & Authority effective September 18, 2012” seconded by Commissioner Karolian. Voted unanimously.

Commissioner Scherer motioned to approve and adopt S.O.P A-101 Agency Role & Authority effective October 1, 2012, seconded by Commissioner Karolian. Voted unanimously.

A-103 Direction

Chairperson McHugh – Does the commission have any questions?

Commissioner Scherer – There was some redundancies to this policy and I think that this is much improved.

Commissioner Scherer motioned to approve and adopt S.O.P A- 103 Direction effective October 1, 2012, seconded by Commissioner Karolian. Voted unanimously.

A-104 Written Directive System

Chairperson McHugh – Just one question for you is it once all of these are approved that you will have policy committee?

Captain Daigle – Yes we have a committee the members may change but the committee is formed and this will be an ongoing process.

Commissioner Scherer motioned to approve and adopt S.O.P A- 104 Written Directive System effective October 1, 2012, seconded by Commissioner Karolian. Voted unanimously.

A-106 Administrative Reporting & Reviewing Systems

Captain Daigle – This talks about reports that are compiled by the department. These are administrative reports.

Chairperson McHugh – Can you help me on the 1st page Under II Patrol Officers Daily Activity Report what is with B, there is nothing there is there going to be something there or did it not print, it has no text what so ever?

Captain Daigle – I will have to go back check to see what happened.

Commissioner Karolian – The DORs Daily Observation Reports of officers that are on probation are they or should they be included here or are the listed elsewhere on another S.O.P.

Captain Daigle – That would be done during the Field training.

Commissioner Karolian – The only other question I have is in regards to the Annual Report in the old S.O.P the chief wrote the annual report and the new one says the commission prepares the annual report.

Captain Daigle – That is the way it has been for the last two years. So we changed it to reflect that.

Chairperson McHugh – It is the commission's report so I think it is appropriate that it reflects that.

Chairperson McHugh – This one will have to be brought with edits.

A-110 Fiscal Management Budgeting & Accounting

Chairperson McHugh – I have a suggestion in regard to this, on the 1st page with regard to the budgeting I think it is a little back sided too and I will tell you the reason why. I think that in regard to the budget it states “pursuant to the NH Municipal Budget Law the commission will annually prepare its budget.” Why wouldn't you put first that the chief will formulate a draft budget for the commission to review. This is the way it happens. We work on the budget only after we have received the draft submitted by the chief. But I do agree in the end it the commission's budget.

Commissioner Scherer – This is verbatim from the previous however it might be prudent to leave the first paragraph the way it is and then establish the procedure inside that one. We are making the statement pursuant to the NH Municipal Budget Law and then maybe paragraph one, two, and three, you can formulate the process.

Chairperson McHugh – I agree with Commissioner Scherer that the 1st paragraph certainly reflects what it should with regard to what the law is.

Commissioner Karolian – Under the new proposed A-110 under Budgeting III section C says everything that you have just stated.

Chairperson McHugh – Yes but I don't understand why it isn't in section B. I just think flip Sections B and C.

Commissioner Scherer – Is it prudent to have the police identifies things in sequence, because if it is then sections B and C should be flipped.

Chairperson McHugh – That is the way I was looking at it.

Chairperson McHugh motioned to approve and adopt S.O.P A- 110 Fiscal Management Budgeting & Accounting with changes on page 1 swapping of paragraphs B and C under Budgeting III; on page 2 put Purchase Order first; then B is second, A is third and 2 is last effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

A-120 Purchasing

Commissioner Karolian motioned to approve and adopt S.O.P A- 120 Purchasing effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

A-201 Introduction to Line and Staff Inspections

Commissioner Karolian - The only thing I would recommend is this be done prior to each shift and not as an ongoing process. I just thinking coming to work, part of the roll call procedures should be a line inspection. But I will go with the pleasure of the commission on this.

Chairperson McHugh – I don't have any issues with that suggestion but I would look to you Captain and give us your point of view as to why we should or should not do this.

Commissioner Karolian – What is the current practice now? Is it fairly informal?

Captain Daigle – The sergeant or the officer in charge will take a look at the officers. We have a system with a calendar that is out by month with all the officer's names on it so they are at least to be done monthly so they can be checked off as completed. We then do an additional one to make sure they are going through everything.

Chairperson McHugh – Let's set this aside until we can get an answer if this is stated in the roll call S.O.P

Commissioner Karolian motioned to table S.O.P A-201 Introduction to Line and Staff Inspections seconded by Commissioner Scherer. Voted unanimously

A-202 Line Inspection-Vehicles & Assigned Equipment

Commissioner Karolian – Who does the monthly cruiser checklist? Is it the officer or is it a supervisor?

Captain Daigle – Someone in a supervisory capacity should be doing that.

Commissioner Karolian – Is there a daily or beginning of shift check off list or report that the officer has to fill out when they go to sign out a vehicle?

Captain Daigle – Yes that is part of the Daily Activity Report.

Commissioner Karolian motioned to approve and adopt S.O.P A-202 Line Inspection-Vehicles & Assigned Equipment effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

A-204 Line Inspections-Communications Center Equipment

Commissioner Karolian motioned to approve and adopt S.O.P A-204 Line Inspections-Communications Center Equipment effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

A-206 Safety Sanitation & Security of Cells-Booking

Commissioner Karolian motioned to approve and adopt S.O.P A-206 Safety Sanitation & Security of Cells-Booking effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

A-220 Staff Inspection-Agency Owned Property

Commissioner Karolian motioned to approve and adopt S.O.P A-220 Staff Inspection-Agency Owned Property effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

A-226 Visitor Sign-In & Passes

Commissioner Karolian motioned to approve and adopt S.O.P A-226 Visitor Sign-In & Passes effective October 1, 2012, seconded by Commissioner Scherer. Voted unanimously.

NEW BUSINESS:

A. Officer Williams – Old Home Days- Solicitation

Chairperson McHugh – I apologize as I should have taken this up sooner and it wasn't until I saw you sitting out there that I realized that we should have addressed you sooner.

Officer Williams – Thanks for having me tonight. Saturday is Old Home Day and we put together some activities that we are going to participate in as the Police Department. We have partnered with a bank in town and we are going to participating I the dunk tank as targets. Through the monetary donations that we will be receiving we will be putting those into the community fund to continue with programs and doing thing within the community. We are going to have a variety of activities as well as a bake sale.

Chairperson McHugh – Will you be there all day?

Officer Williams – I will be there from set up to take down.

Chair person McHugh – Will you be sending officers there?

Captain Daigle – Yes we will have officers there. But this year will be a little different than in past years. For a number of years they had done away with the parade but this year they are having parade once again. SO we will be doing traffic and well some street closures so we will have extra staff in for that. But we also have officers stopping in to ensure everything is going safely.

Officer Williams – Those officers participating in the activities are doing a strictly volunteer basis.

Chairperson McHugh – This is great and I applaud you for doing this. Thank you

B. P.S.S.G Monthly Report:

Chairperson McHugh – I trust all of the commissioners have had a chance to review the report and if you have questions now is the time to ask them.

Commissioner Scherer – I don't have any questions in regards to this report but at our last meeting we talked about updating the task spreadsheet with some updates.

Kym Craven – Yes I have that for you tonight we had forwarded that to Chairperson McHugh and she said she could not open it so we brought copies for you tonight.

Chairperson McHugh – I am not sure why that happen.

Commissioner Scherer – Just a quick question the items in red are self explanatory that they have been completed. Do you anticipate that then items are essentially in green, that's the status they will finish up in they are ongoing items.

Kym Craven – Yes and some of those things we do not want to end. We want some of these things to continue after we are gone, such as training, mentoring, etc. For example Safety Day is closed but that could be reopened if you have another one.

Commissioner Karolian – This number is representative of the months that PSSG have been here.

Kym Craven – Yes it is and in the electronic version there is also a weekly tab as to what was completely weekly by PSSG.

Commissioner Karolian – Now has this been publicized other than being given to us.

Chairperson McHugh- No, usually what happens is we get it and only after that is it publicized. Up until now it has only been the monthly reports that have been posted with the minutes but we can certain put it out.

Commissioner Karolian– Yes I think we should post it for the public as it is a public document.

Commissioner Karolian – I know we had talked about the Detective Sergeant and work reading is it a policy now that detectives read all reports from previous shifts? My question was, are all detectives all reports generated by patrol regardless of what the report is?

Detective Robie – That problem has been corrected about 5 or 6 months ago and now they are read at the beginning of each shift.

Commissioner Karolian - Excellent thanks. I think you guys are doing a great job.

Commissioner Scherer – I see that IT address some issues with the new server and that was the delay with the new website. Do we have a timeframe for that to be completed?

Kym Crave – Jessie was working on that today and the tech that was working on that locked her out of the website. He changed her administrator password was changed on her and she was notified. We had the complete server go down. It was very stressful.

Commissioner McHugh – How many times has this happened in the past month?

Kym Craven – When you are switching servers these things to happen. The staff here was able to address and have the situation rectified.

C. Manifest:

1. Expenses and Payroll August 5, 2012 thru September 13, 2012

Commissioner Scherer – Was a decision made if the town was going forward with WB Mason or are we moving forward with Staples for office supplies?

Captain Daigle – I met with Dr. Shankle regarding this and he had asked that we not switch until he had looked into it. As you know I had Francine do a side by side comparison of both Staples and WB Mason and we are spending more with WB Mason. I have not heard back from him yet but I can give him a call to see if he has had a chance to look into that.

Commissioner Scherer motioned to approve the expenses and payroll Manifest dates August 5, 2012 – September 13, 2012 consisting of payroll in the amount \$143,611.78 and expenses in the amount of \$44,566.02 total \$188,177.80 seconded by Commissioner Karolian. Motion Passed

D. S.O.P. Review

Commissioner Karolian motioned to table the SOPs until the next meeting second by Commissioner Scherer. Motion Passed

O-102 Weapons Policy

O-110 Mutual Aid

O-120 Pursuit

O-121 Call Response Protocol

O-122 Response to Chemical, Biological, Radiological, Nuclear and Explosive Threats

O-125 Homeland Security Intelligence

O-130 Arrest Procedure

O-131 Arrest and detention of Foreign Nationals

O-140 Transportation Operation

O-145 Arraignment Procedures

O-146 Court Diversion & Referrals

O-152 Abducted Child Alerts/ “Amber Alert Plan”

O-160 Notification of Personnel

O-201 Patrol Area and Assignments

Commissioner Scherer – Can we get these a week in advance of the meeting to review these?

Kym Craven – Can we get them to you on October 2, 2012 so that you can review them.

E. CIP

Chairperson McHugh – It has been brought to our attention that CIP is due to be turned in and presented on November 6, 2012. Also has any directives or dates been given to you in regards to

budget dates and goals? You may have to start your budget and come up with budget workshop dates

Captain Daigle – We had a department head meeting today and there were no dates as of yet but that those would be forth coming in the next few weeks from Dr. Shankle.

ITEMS FOR THE NEXT AGENDA:

S.O.P Review (tabled from September 18, 2012 Meeting)

PUBLIC INPUT:

Todd Lizotte - 21 Post Road – I found there was a mistake in my minute request it wasn't August 28 it was August 21, and Commissioner Scherer quickly sent that back to me. I just wanted to clarify that August 21, is that date of the taped I am requesting. The next thing is a comment. I did a data dump since last week's town council meeting in terms of the rise and Title 42 lawsuits dealing with Section 1983 lawsuits and so forth. One of the highlights to these lawsuits is the fact of the mismanagement of SOP development and the lack of approval of them and the non supervisory aspect of oversight on them. A good example is a pretty comprehensive report on MRI regarding Barnstead Police Department it is very interesting reading. One of the things is did was really highlighted the fact that although the don't have a police commission the selectmen were grossly negligent in formalizing and providing that oversight. So I would say take the time necessary to go through these things and make sure that they are solid, so that you feel you can put your name on them. It's this misconception out there that a supervisory board has no rights to be the group that authorizes those things and the reality of it is, is it is pretty well established in the RSAs that credential affairs are dealt with governing boards whether it be selectmen or police commission or even it be council and such. I would just say with the things that have been going on over the last ten years, I have looked at through the history of reading all of the minutes from 2000. I would support you in the fact of stepping lightly as you move forward with the SOPs and just to make sure there are good references. The other thing that was interesting thing about the two reports that I read was the continuous over emphasis of using CALEA referencing body in terms of the SOPs and so forth and basically best practices so hopefully they are well referenced in where they came from And that pretty much key to some of those lawsuits. I am going to go through another stack of these lawsuits so I can get a better understanding to it. The other thing too is the Town Council changes two lines of a public input thing and it took a better part of two months to get that in place. I think if you guys are executing this review especially 1000 page document I think if I use that as a gauge you guys are moving forward.

ENTER NON PUBLIC SESSION PER RSA 91-A:3,II, (a) (b)& (c):

Commissioner Karolian motioned to enter into non-public session at 10:04pm under RSA 91-A:3,II, (b)&(c) seconded by Commissioner Scherer

- Commissioner Karolian - Aye
- Commission Scherer - Aye
- Chairperson McHugh – Aye

EXIT NON-PUBLIC SESSION AT PER RSA 91-A:3,II, (a) (b)& (c):

Hooksett Police Commission Public Meeting Minutes
September 18, 2012 – Official Approved on November 20, 2012

Commissioner Karolian motioned to exit non-public session at pm under RSA 91-A:3,II, (b)&(c) seconded by Commissioner Scherer

- Commissioner Karolian -Aye
- Commission Scherer -Aye
- Chairperson McHugh – Aye

Commissioner Scherer motioned seal the minutes per RSA 91-A:3,II, (b) & (c) seconded by Commissioner Karolian

- Commissioner Karolian - Aye
- Commission Scherer - Aye
- Chairperson McHugh – Aye

Commissioner Karolian motioned to adjourn the meeting seconded by Commissioner Karolian voted unanimously

- Commissioner Karolian - Aye
- Commission Scherer - Aye
- Chairperson McHugh – Aye