

Unofficial

**HOOKSETT POLICE COMMISSION MEETING
MINUTES**

**Tuesday, March 19, 2013
Hooksett Safety Center
15 Legends Drive**

CALL TO ORDER

Chairman McHugh called the meeting to order at 6:35 pm

Pledge of Allegiance

ATTENDANCE

Chairperson Joanne McHugh and Clark Karolian
Ken Scherer (arrived at 6:40 pm)

PROOF OF POSTING

Proof of posting was provided

NON-PUBLIC SESSION

C. Karolian motioned to enter into non-public session per RSA 91-A:3,II,(b) at 6:35 pm. Seconded by J. McHugh.

Roll Call unanimously in favor

K. Scherer arrived at the meeting at 6:40 pm

The Commission reentered public session at 7:17 pm.

*K. Shear motioned to seal the non-public minutes. Seconded by C. Karolian.
Vote unanimously in favor*

APPROVAL OF MINUTES

There were no minutes presented for approval.

OPPORTUNITY FOR PUBLIC INPUT

No input

MONTHLY REPORTS

Police Budget Report

Prosecution Report

Activity Report

C. Karolian motioned to table all monthly reports. Seconded by K. Scherer.

Vote unanimously in favor.

NEW BUSINESS

Sub It Up/Scheduling Software

Chief Bartlett introduced Sub It Up Representative Bob Cote.

A demo was presented explaining how the software would streamline the scheduling process.

The cost is \$5000 for the initial set up and \$1350/year for the subscription.

There is \$102,000 in the Detail Revolving Fund. Based on the parameters of the account, the set up and the yearly fee can come from that account.

The Commission directed the Chief to discuss the requirement for multiple bids with the Town Administrator.

S.O.P. Review & Approval

C. Karolian motioned to table. Seconded by J. McHugh

Vote unanimously in favor

Fraud Policy

E. Dionne requested that the Commission sign off on the fraud policy. The Attorney reviewed the policy and spoke with the Town Administrator with regard to changes.

C. Karolian motioned to table. Seconded by K. Scherer.

Firearms Conversion

Chief Bartlett: The weapon system in place at the department is the Glock 23 semi-automatic. Each officer is issued one along with a rail mounted illuminating light. Some weapons have the spring post removed and replaced with a laser site. I'm not happy with the tac lights or the weapons. It is a safety issue. I'm proposing a complete weapon change from the Glock 23 to the DAK 40 caliber pistol. It is costly and I've come up with creative ways to pay. We have dealt with Riley's and Sig Sauer and both business have come in exactly the same for quotes to buy back the Glock for \$325/ea. Sig Sauer will not take any additional equipment. I want to trade in the lights and the holsters and the carbon rifles which are unserviceable and Riley's is willing to give \$500/ea for the broken rifle. We own 20 Bushmasters. We only have 8 marked units so we don't need the 20 rifles. It is excess equipment. If we trade it all in, Riley's will cut a check to Sig Sauer and the balance to be paid will be \$3566.75.

J. McHugh: We will need a third bid. How much did we pay for the Glock's originally? We need to compare the cost to the trade in price.

C. Karolian: Do we need another vendor, other than Riley's for a trade in? Do we have to put it out to another vendor?

C. Karolian: I was on the record in opposition to the light rails being on the guns. We agreed on the leather holsters. The reason to convert to the Sig Sauer is to take the lights off the guns?

Chief Bartlett: That is right.

K. Shear: Do you have personal concerns with the trigger?

Chief Bartlett: No

Chief Bartlett: The Glock is a compact weapon. It is not a full service weapon. That is inappropriate for full service.

J. McHugh: I suggest you investigate if there is a State bid. I agree that you need to make the change for the lights.

Chief Bartlett: The availability would be 6 months.

The Chief was directed to discuss encumbering funds and the requirement for bids with the Finance Director and the Town Administrator.

NH Highway Safety Grant

Chief Bartlett: The Department has applied to the NH Highway Safety Department for grant money to conduct roving DWI patrols in 2013 and Speed Enforcement patrols for 90 hours at \$69.86 rate and payroll at 22% for \$7670.63. That would be to run radar in problem areas. Southern New Hampshire Planning will do some speed surveys in hot spots. I want the Statistical data from the Speed survey so we know if we need radar on those roads.

The roving DWI will be 120 hours at \$69.86 rate for \$10,227.50 to look for impaired operators. This is an opportunity to get more trained officers on the road. It will provide for an extra cruiser at certain times.

There is no matching fund required.

There is funding available for this summer.

The Grants require a public hearing and acceptance by the Council. Chief Bartlett to request being placed on the Council Agenda.

BVP Grant

Ballistic Vest Replacement Grant

Chief Bartlett: This Board has already accepted this grant. This is just an accounting report. We need to buy them for new hires and replace on a five year cycle.

This Grant may still require a public hearing.

New Cruiser Graphics

Chief Bartlett showed the Commission the new graphics for the cars.

Second Invoice for P.S.S. G.

J. McHugh: A second bill was received for P.S.S. G. The Commission previously sent a letter and I recommend another letter be sent Certified Mail.

The consensus for the Commission was to resend the letter certified.

Budget Committee Recommendation on Police Department Budget

The Budget Committee has recommended the budget.

Police Commission Meeting with Town Council March 27, 2013

The Commission will be on the Town Council Agenda for the 27th of March.

Unfilled Administrative Coordinator Position

C. Karolian motioned to table. Seconded by K. Scherer.

Vote unanimously in favor.

Wireless Headsets for Dispatchers

Chief Bartlett: Ossipee Mountain has the maintenance contract. The quote is for 6 wireless headsets for dispatch. The cost is \$1524. Beltonics has an additional \$700 for the Motorola interconnect jack box. This cost is included in the OME quote. Ossipee will include that service in the annual service contract that they already do.

Manifest

C. Karolian motioned to approve the manifest for February 7, 2013 through March 13, 2013 for \$174,899.90, consisting of payroll in the amount of \$149,200.93 and expenses in the amount of \$25,698.97. Seconded by J. McHugh.

Vote unanimously in favor.

PUBLIC INPUT

None

ADJOURNMENT

C. Karolian motioned to adjourn at 9:15 pm. Seconded by K. Scherer.

Vote unanimously in favor.

Respectfully submitted,

Lee Ann Moynihan