

Meeting materials for Fin Com 2/9/2022

Public Safety and Board of Health questions submitted by Finance Committee members to Carolyn Olsen and responses received as of Feb 2, 2022. This document is made up of excerpts from the full q&a document, which is maintained by CarolynO@montague-ma.gov

Emergency Management -

I am aware of two stipend roles - Tree Warden and Emergency Management Director - that are held by people who have recently retired. How has this change in employment status affected things? Neither position is required to be held by an active employee (and the EMD was a TFFD employee, not a town employee. So the only change is that they no longer contribute to the Retirement system.

Police -

The reduction in the p/t officers line dampens the impact of the request to add an officer this year. If you intend to start using P/T officers again in the future, what is the timeline?

Regarding part-time officers, it is unknown how the use of them will pan out in the future. It is my hope to hire some once we are out of civil service. The State has a committee reviewing civil service to see if it is still feasible. No known finding as of yet. Several area and statewide police departments have removed themselves from CS for various reasons. That line-item has been trending downward, so I requested less. The past two tests (4) years we had a total of (5) candidates that tested for Montague. With POST there is no longer a part-time police academy. The standard has changed, and you will have to bridge or go to the full-time academy to work part-time. All of the local departments are non-civil service. Northampton, Athol, Orange and Greenfield are out. We have no pool to choose from as of right now and cannot hire anyone who is not on the CS list. I hope to hire more moving forward just taking it year by year for now.

Have you reached an agreement with the GMRSD about the SRO reimbursement?

I have negotiated a flat rate with the FCTS regarding the SRO at FY23 \$77K, FY24 + 2% and FY25 + 2%. I eliminated the lowest paid officer aspect of the reimbursement. Regarding the GMRSD we negotiated FY23 \$65K, FY24 + 2% and FY25 + 2% up from a stipend of \$50,250.

Please provide a staffing chart, by shift, to illustrate the changes you described in your Narrative.

I have attached three copies of our schedule. The first one is current, the second and third are options with the promotion of a sergeant and replacing them with a new patrol officer. Also attached is the "Shift Bid Award" which represents the shifts and "lines" the officers are working or will be working when the student officer graduates from the academy in April. The

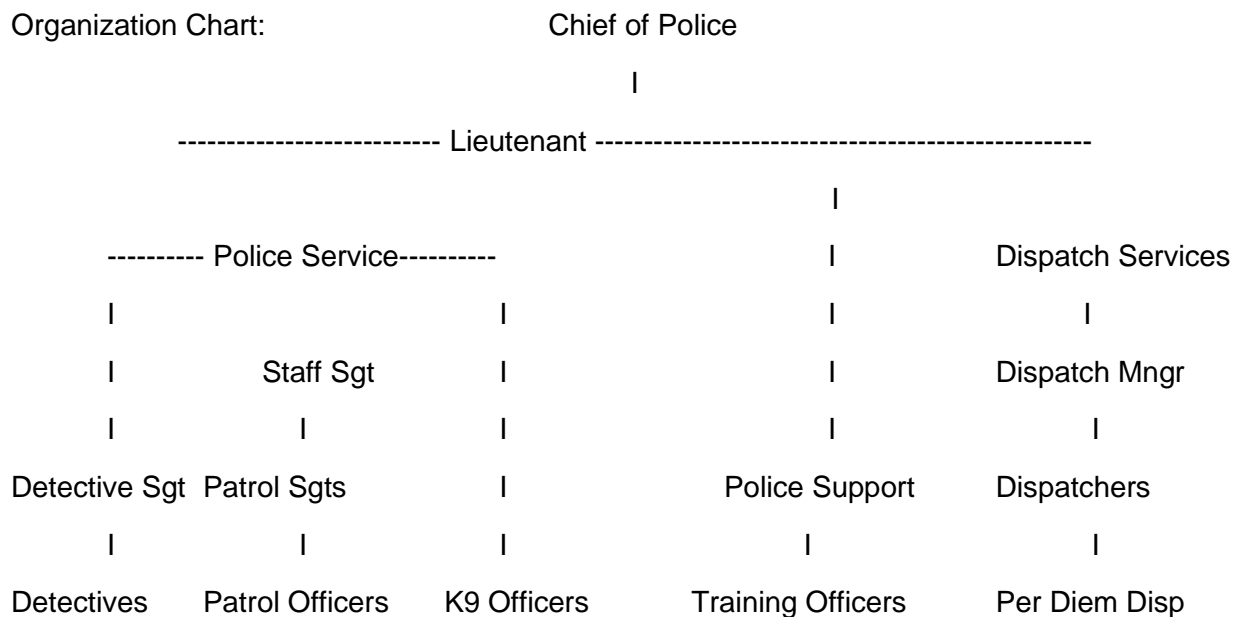
schedule is based on a (4) days on and (2) days off rotating schedule. The Lieutenant and 1 along with both School Resource officers work an administrative schedule (M-F). Options 2 & 3 represent the new hire working a 4+2 or an administrative schedule.

The Montague Police have lost (3) positions during my time (CO here to clarify: since FY1995 - after excluding current SROs- 5 Patrol positions have been lost, but were partially replaced by 2 Detectives, a Staff Sergeant, and a Lieutenant). I would like to try and replace the lost positions over the next three to four years. My first request is the promotion and hiring a replacement officer. (And an additional dispatcher.) Next year I would like to hire a "Full-Time" Community Resource Officer similar to what Greenfield has developed. My last request would be to hire another officer to act in some manner as a "Vacation Relief" officer. The VR officer would be scheduled in a manner to fill open shifts and help limit overtime costs and officers being forced to work due to diminished staffing levels.

Last year alone we had (674) open shifts and (309.5) of those were filled without forcing an officer. Officers were forced for (68.5) of those open shifts. The remaining shifts went unfilled or were a "Do Not Fill". DNF's are for open SRO shifts during the school year and certain opendetective shifts throughout the year. We try to maintain (3) officers on a shift and only force to make sure there are (2) on duty per shift. We will not go with less than two officers per shift. We will not go less than two officers on shift. Our "part-time" work force has also been diminished for various reasons and we are down to one part time officer.

I have made all of the internal moves/shifting of personnel that I can with what I have. I removed a 11PM-7AM officer in order to promote another detective that covers the Det. Sergeant's days off and is a part of the (3) detective weekly on call emergency call in rotation. I had to shift another 11 -7 shift to a split shift of two 11 -7's and two 3-11 shifts to make sure there were three uniformed personnel on the 3PM-11 PM shift. Prior to that two 3-11 shifts per week only had two personnel scheduled to work.

Organization Chart:



I		Court Officers
Reserve Officers	Comm Policing	School Officers
		Vehicle Officer
		Custodial Serv

Current Duty Schedule:

Sunday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective	

Monday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective	

Tuesday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective/Task Force	

Wednesday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
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Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective/Task Force	

Thursday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	

Friday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	

Saturday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective	

Add'l Sergeant Duty Schedule Option 1:

Sunday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective	Uniformed Staff Sergeant	Uniformed Sergeant

Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
New Uniformed Sgt	Plain Clothes Detective	

Monday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
New Uniformed Sgt	Plain Clothes Detective	

Tuesday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective/Task Force	

Wednesday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	
	Plain Clothes Detective/Task Force	

Thursday

<u>7-3</u>	<u>3-11</u>	<u>11-7</u>
Detective Sgt	Uniformed Staff Sergeant	Uniformed Sergeant
Uniformed Officer	Uniformed Officer	Uniformed Officer
Uniformed Officer	Uniformed Officer/Academy	

New Uniformed Sgt

Friday

7-3

Detective Sgt

Uniformed Officer

Uniformed Officer

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

New Uniformed Sgt

Saturday

7-3

Detective

Uniformed Officer

Uniformed Officer

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

New Uniformed Sgt

Plain Clothes Detective

Add'l Sergeant Duty Schedule Option 2:

Sunday

7-3

Detective

Uniformed Officer

Uniformed Officer

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

Plain Clothes Detective

Monday

7-3

Detective

Uniformed Officer

Uniformed Officer

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

New Uniformed Sgt

Plain Clothes Detective

Tuesday

7-3

Detective Sgt

Uniformed Officer

Uniformed Officer

New Uniformed Sgt

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

Plain Clothes Detective/Task Force

Wednesday

7-3

Detective Sgt

Uniformed Officer

Uniformed Officer

New Uniformed Sgt

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

Plain Clothes Detective/Task Force

Thursday

7-3

Detective Sgt

Uniformed Officer

Uniformed Officer

New Uniformed Sgt

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

Friday

7-3

Detective Sgt

Uniformed Officer

Uniformed Officer

New Uniformed Sgt

3-11

Uniformed Staff Sergeant

Uniformed Officer

Uniformed Officer/Academy

11-7

Uniformed Sergeant

Uniformed Officer

Saturday

7-3

3-11

11-7

Detective

Uniformed Staff Sergeant

Uniformed Sergeant

Uniformed Officer

Uniformed Officer

Uniformed Officer

Uniformed Officer

Uniformed Officer/Academy

Plain Clothes Detective

Is it true that only one additional head is planned, with the other changes accomplished internally? Yes.

What are the new demands (percentages) that require the proposed staffing structure?

Presently, there are no new demands that require the additional personnel. We have been working with less for far too long. We are a reactive police department and try to make sure calls for service are responded to promptly and investigated properly. The addition of a sergeant and new patrol officer will help decrease public scrutiny, liability and increase direct supervision.

How is the collaboration with mental health CSO working for the town?

The collaborations with CSO and mental health calls have been very positive. With roughly (32) calls for mental health related incidents they have been able to respond to more than 75% of those calls and or assist in some capacity where it was on scene in person, over the phone or follow up.

What are the current shared percentages of School/ PD for the SRO's? Any changes on these positions?

The FCTS is paying approximately 86% of the officer in their district. GMRSD is paying approximately 54% for their officer.

This was from last town meeting conversation, are there possibilities to join the state dispatch service or build a plan to do? Does the Montague police plan to keep this service or join with the state?

Regarding dispatch there has been no new movement on combining with the state for 911/Dispatch services.

Report on trainings and supports to the PD with the cannabis fund/ revenue?

Cannabis Impact Fee collection has very little bearing on Montague PD. \$7,000 was set aside for training for marijuana usage detection/impairment while operating a motor

vehicle. I have not had the chance to schedule anyone as of yet for this training. There are courses available this spring.

Cruiser -

In last year's report we had a sentence or two that described the vehicle that was being replaced. Can you provide similar information this year?

I will be looking for another Hybrid Cruiser same style as last. Ford is making an all-electric truck that is designed to be a cruiser. I am looking into that option. Getting vehicles is extremely difficult right now. My cruiser for FY22 may not be ready until June. We have kept all of the older cruisers as they are being used by the (2) School Resource Officers and the spare is being used by an officer attending the academy. FY23's cruiser will replace car4 2017 & 123,151 miles.

Will an added head mean you need another cruiser? Other equipment? Training needs?

We should be okay with what we have for our fleet with the additional officer. I have added equipment to the clothing line item for the additional officer and training will be decided if we can lure a full-time officer to the PD or if we have to train once from scratch.

Board of Health -

When will you renegotiate the contract for the nurse? At what point would it benefit the town to consider alternatives to having this be a contract position?

The BOH has no plans to renegotiate the Nurse contract in 2022.

Alternative to having this become a contract position will be considered upon the Nurse or BOH ending the current contractual agreement.

What would the director be doing more of (or differently) if the town had a health inspector?

The Director would be able to devote more time to public outreach and relations, obtaining grants, attending meetings/seminars/training, etc., institution of new enforcement policies, and other fronts of public health (i.e., disease management/investigation, environmental safety, etc.). This would be contingent upon hiring a qualified health inspector for field support.

Are DPW and BOH consistent on need for vehicles? BOH requested a vehicle, BOH hearing "why don't they get a hand me down" (from DPW or Police). Chief W said they can, but recent "trade-ins" stayed with department for other uses. DPW only has trucks, which are more than BOH needs. Through PD seems best option as soon as they have an appropriate vehicle available.