



## TOWN OF NORTHFIELD SELECTMENS OFFICE



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### Police Special Detail Policy

The Town of Northfield established a "Police Special Detail Fund" pursuant to NH RSA 31:95-h (c), for the purpose of covering costs associated with the provision of police special detail. The intention of the "Police Special Detail Fund" is to dedicate the revenue from the performance of police special details to covering the cost of providing the service so that this activity will have no impact on the Town of Northfield's general fund.

#### Private Special Details

Police Special Details will be scheduled and assigned through the Northfield Police Department, under the direction of the Chief of Police, or his designee.

Private details shall be those assignments for private companies, contractors or organizations that are not part of or associated with the Town of Northfield, and the officer is paid by persons and or firms needing police coverage, either as required under state law or Town ordinance, or for the safety and protection of the general public. Management reserves the right to order in officers to fill in special details if necessary for public safety. The Selectmen or their designee shall set the rate for "Special details" at least annually.

At all times the town of Northfield's safety and security scheduled needs shall take priority over "Special Detail". No officer shall take "paid time off" during his/her regular work shift to fulfill a "special detail" assignment. Only one administrator is eligible to work "Special Details" Monday through Friday 7am to 3pm. This shall also apply to anyone acting as an Administrator in the Administrator's absence. All special detail personnel shall have a minimum of 8 hours of rest in between the "special detail" assignment and the regular assigned shift. No officer may work "special detail" while on unpaid leave, unpaid or paid suspension, or while on medical leave.

The Town shall not pay mileage to and from the "Special Detail" if a cruiser is not utilized. "Special Detail" pay shall only be paid for time of actual work hours over the minimum 4 hours.

All "special detail" invoicing shall be for the actual time spent on the detail. The Town shall not invoice or accept payment for any time beyond the actual hours worked on the detail subject to the minimum required time.

  
Selectman, Jason Durgin

  
Selectman, Mark Hubbell

  
Selectman, Ross Cunningham

Reviewed on July 25, 2023