



# Town of Webster

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## Work Hour Policy for the Police Department

**Adoption Date: July 24, 2017**

**Amended July 31, 2017**

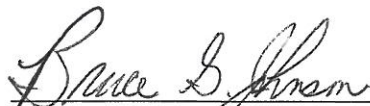
To facilitate the most effective and cost effective use of public safety resources and to maximize both the availability of police personnel and patrol coverage, the Webster Select Board this day adopts the following formal written policies pursuant to the authority granted to it under RSA 105:2-a.

It is the responsibility of the Chief of Police to schedule duty assignments to maximize coverage. The scheduling of two police officers to work during the same shift is prohibited. "Police officers" is defined as Police Chief, Lieutenant and all other certified officers. Occasions when more than one officer is on duty should be minimized except for times needed to exchange information at shift change, cases of emergency, court coverage or other legitimate circumstances at the discretion and judgment of the Chief of Police. One high ranking full time officer or the Chief should be available for calls at all times to include weekends and holidays.

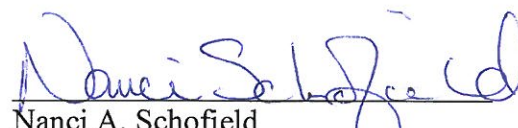
Care must be taken that the funds provided to the Police Department be judiciously disbursed so as to maintain even levels of expenditure and coverage throughout the entire fiscal year. It is critical that the budget not be overspent.

The Select Board reserves the right to waive any provision of this policy as circumstances warrant.

**Webster Select Board:**

  
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Bruce G. Johnson, Chair

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Michael P. Borek

  
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Nanci A. Schofield