

Memorandum



To: Mayor and Town Council

From: Ryan Spitzer, Town Manager

Date: 5/10/2024

Re: Police Department appreciation bonus

Overview:

Town Council decided to give the police department employees an appreciation bonus from the lapsed salaries in the FY24 Budget. These unspent salaries are from the police department having been understaffed this year. Town Council decided to give the bonus to employees who have had to work extra hard due to staffing issues in the previous fiscal year. The stipulations and amounts are below:

1. Bonus amount
 - a. Sworn Officers - \$1500 per year of full-time, continuous service completed.
 - b. 911 Telecommunicators - \$1050 per year of full-time, continuous service completed.
 - c. Civilian - \$750 per year of full-time, continuous service completed.
2. Years of Service Cap
 - a. Pay up to 20 years of service
3. Bonus amount is based on current job description of full-time employee
4. Employee must have been a full-time employee on 7/1/2023
5. Officers had to be certified on 7/1/2023 or before