

## Plainfield Police Department

### Staffing Plan – July 2022

The Plainfield Police Department needs to provide the community with the most effective police coverage with the staff resources available. Provision of services for 24 hours a day, 7 days a week would prohibitively expensive (See Note 1). The following strives to make the most efficient use of the resources available. In particular, a flexible schedule is being implemented immediately that will extend police officer coverage to weekends, i.e, seven days per week.

Chief Litchfield will continue on his Monday through Friday, 6am to 2pm, schedule. The early start time coincides with the onset of commuting traffic, school busses, and deer activity, resulting in a high frequency of calls for police. The administrative requirements common to all law enforcement agencies (response to meetings, court mandated appearances, training setup and delivery, interactions with and requests from other local, county, state and federal agencies and coverage of the police office) require his presence in the office for at least 2-3 hours per day during the traditional work week. In addition, he will continue to respond to emergency calls at all times, when available. Because he lives in Plainfield, this last means that a rapid out-of-hours response may often be available throughout the day.

To make maximum benefit from our one full-time officer, we will implement a rotating schedule on the following format: four days on duty, 1pm till 9pm, followed by two days off. Many law enforcement departments are changing to this flexible staffing pattern. This will add weekend coverage as on duty and off duty days will follow this pattern. Each day of the week will receive coverage on the 1pm to 9pm schedule during this second and busiest shift on this rotating schedule.

During the trial of this schedule, the Chief will also look carefully at how to use the hours remaining available. The of per diem officers is maintained to provide coverage as flexibly as possible. Because these officers generally live out of town and have full time positions, they are often unavailable at times required to fill in gaps in the schedule. Supporting the flexibility of the full-time officer, this trial period will seek to identify the most efficient use of the additional hours.

Any Plainfield citizen with a question about scheduling, or any other Plainfield Police Department inquiry, please see **Note Two**.

This plan has been implemented with this start of the municipal fiscal year, beginning July 1. The PPD and Select Board will monitor the performance of this staff plan. The standard is what is the most efficient use of available resources.

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**Note One:** To provide Plainfield police coverage for all 168 hours of each week would require, in addition to the chief, three full time officers at 40 hours per week and one part-time officer at 8 hours per week. That would cost \$131,289.60, in addition to \$70,000 for the Chief's annual salary, for a total of 201, 289.60. To that one needs to add 10 weeks of total vacation time coverage (\$8,416). The total cost of the above is \$209,705.60. This sum does not include benefits, additional costs for cruiser maintenance and operation, equipment purchase and upkeep, and other office, materials, and miscellaneous expenses.

**Note Two:** Any Plainfield citizen with a question or concern about police scheduling or any other inquiry is directed to call the non-emergency dispatch number, 413-586-1508, not 911. A request to dispatch for a call back from the Plainfield Police Department is the best and most convenient way to access department personnel. We will ensure that a department representative will return the call and give the citizen the response being sought.