



TOWN OF OLD SAYBROOK DEPARTMENT OF POLICE SERVICES

36 Lynde Street • Old Saybrook, Connecticut 06475

Michael A. Spera
Chief of Police

Police Commission
Town of Old Saybrook
302 Main Street
Old Saybrook, Connecticut 06475

July 18, 2023

Re: Hiring Bonus Incentive Program – Structure and Funding Source

Police Commissioners –

As part of my communication to you, dated July 13, 2023, I suggested, among other things, that the Town offer a structured, twenty thousand dollar (\$20,000) hiring bonus for individuals who currently hold State of Connecticut, POST Law Enforcement Certification. This communication is intended to provide detail to my proposal. Specifically, how the program would be structured and funded. I have also included proposed motions for the Commission to hopefully consider at its Regular Meeting on July 24, 2023.

Program Details

The Old Saybrook Police Commission would serve as the authorizing authority with respect to this proposed incentive program. As a start, I recommend that the proposed incentive program be approved for two (2) current vacant positions. Should there be a desire to utilize this program for additional vacant positions, I would seek approval from the Commission.

The intent is for this hiring incentive to quickly attract Connecticut Certified Police Officers to Old Saybrook. Assuming the program immediately attracts certified police officers to fill vacant positions and they begin work in the middle of August 2023, the following program payment structures would be implemented.

Program Payment Structure – (One Position)

<u>Amount</u>	<u>Benchmark</u>	<u>Possible Issuance</u>	<u>Budget Year</u>
\$5,000 -	First Paycheck	September 1, 2023	FY 24 Budget
\$5,000 -	Six (6) months from date of hire	March 1, 2023	FY 24 Budget

\$5,000	- Twelve (12) months from date of hire	September 1, 2024	FY 25 Budget
\$5,000	- Eighteen (18) Months from date of hire	March 1, 2024	FY 25 Budget

Program Payment Structure – (Two Positions – Hired at the Same Time)

<u>Amount</u>	<u>Benchmark</u>	<u>Possible Issuance</u>	<u>Budget Year</u>
\$10,000	- First Paycheck	September 1, 2023	FY 24 Budget
\$10,000	- Six (6) months from date of hire	March 1, 2023	FY 24 Budget
\$10,000	- Twelve (12) months from date of hire	September 1, 2024	FY 25 Budget
\$10,000	- Eighteen (18) Months from date of hire	March 1, 2024	FY 25 Budget

Funding Source

The funding source identified for FY 24 liabilities is the Police Department Operating Budget – Salary Line Item. For FY 24, unused salary funds from vacant positions in the amount of twenty thousand dollars (\$20,000) (per position) would be dedicated to this incentive program.

The funding source for FY 25 liabilities will be identified during the FY 25 budget process. It is possible that funding comes from both on budget and off budget sources.

Employee Recruitment Incentive

My July 13, 2023 proposal also mentioned providing a monetary incentive to current Department Members who successfully recruit certified personnel. The suggested stipend of one thousand five hundred dollars (\$1,500) would be paid to the Department Member at the one year service mark of their recruited employee. Therefore, this causes no impact on the FY 24 budget but may cause a three thousand dollar (\$3,000) liability in FY 25. The source of these funds will be identified in the FY 25 Budget Process.

Motion(s) Requested

To authorize the Chief of Police to implement a structured hiring bonus incentive program that offers twenty thousand dollars (\$20,000) per position, structured over an eighteen (18) month period, for up to two vacancies, to attract current State of Connecticut POST Certified Law Enforcement Officers to work in Old Saybrook.

To authorize the Chief of Police to implement a program to compensate current employees who successfully recruit State of Connecticut POST Certified Law Enforcement Officers to Old Saybrook with a onetime payment in the amount of one thousand five hundred dollars (\$1,500) to be issued following one (1) year of service by the recruited employee.

Should you have any questions concerning this proposal, please do not hesitate to contact me.

I look forward to collaborating with you on Monday.

Sincerely,



Michael A. Spera
Chief of Police

cc: First Selectman Carl P. Fortuna Jr.
Board of Selectmen
Finance Director Lee Ann Palladino