

Attachment B

SECTION 910 E –Policy Prior to 2018

Holiday Pay for Dispatchers, Sworn Patrol Personnel and Sworn Administrative Police Personnel: Dispatchers, Sworn Patrol Officers, Sergeants and Lieutenants will work their scheduled work period disregarding holidays. Such employees shall receive an extra eight hours pay for each holiday observed by the Town.

SECTION 910 E – Current Practice

Holiday Pay for Dispatchers, Officers and Supervisors assigned to Patrol. Dispatchers, Officers and Supervisors assigned to Patrol will receive 8 accrued hours in the pay period the holiday falls.

1. If the above listed employees work a regular shift on the date of the holiday, holiday hours will count towards hours worked and will be eligible to be paid or banked at the over-time (1.5) rate (12 hours).
2. Employees who do not work a regular shift on a holiday may choose one of the followings at the regular time rate:
 - a. Bank 8 hours for use as paid time off in the future.
 - b. Be paid 8 hours in the pay period it occurs.
3. All eligible employees may:
 - a. Be paid all unused accrued holiday hours at the end of the calendar year.
 - b. Be paid all but 16 unused accrued holiday hours at the end of the calendar year and carry-over the remaining 16 hours into the following year.
 - c. Carry-over a maximum of 16 hours of holiday time over to another calendar year.
4. Upon separation employees will be paid out all accrued and unused holiday hours.