

## 2021 ADDITIONAL REQUEST FORM:

This form is to be utilized for requests for crucial items for the efficiency and effectiveness of operation which have not been in the budget in the prior year:

Department: Deputy Chief Position – Sal & Ben      Amount Requested: \$70,000

Account Name: PERS SERVCS      Account #: 01-05

Proposed Use of Funding:

1. Breakdown on Funding Request:
2. Reasons/Background on this request (Please attach as much supporting documentation as needed to explain your request) – **Request \$70,000 to create a new non-union Deputy Chief position within the PPD. This does not include benefits.**
3. How does this request fit in with the current goals utilized by your department and the goals to be set for 2021? – **This position will help to make the PPD more effective and efficient by having a Deputy Chief command position. This person will become the second in charge and will have administrative and operational responsibilities. The command structure of the department will be as follows:**  
  
**Chief**  
**Deputy Chief**  
**Sergeant**  
**Full-Time Patrol Officer**  
**Reserve Officer**
4. How will this request assist other departments and enhance teamwork? – **It is expected that the person selected for this position will enhance teamwork within the PPD and with other department heads by working collaboratively on various projects.**
5. What efficiencies would be realized with the approval of this request? **The Deputy Chief will help to professionalize the PPD and will handle various projects assigned by the Chief.**
6. How much will the Town save over the next five years if this request is approved? – **The Deputy Chief position will not save money but will help to improve the department and will be groomed in Admin**

**responsibilities and be able to take command when the chief is not available.**

Chief Pete Bickmore  
Department Head

September 3, 2020  
Date

## 2021 ADDITIONAL REQUEST FORM:

This form is to be utilized for requests for crucial items for the efficiency and effectiveness of operation which have not been in the budget in the prior year:

Department: Animal Control Officer Truck      Amount Requested: \$25,000

Account Name: PUBLIC SAFETY/ANIMAL CONTROL      Account #: 05-10

Proposed Use of Funding:

1. Breakdown on Funding Request: **One-time cost for the truck. Truck should last several years if properly maintained.**
2. Reasons/Background on this request (Please attach as much supporting documentation as needed to explain your request) – **Since the Police Department will be taking over the Animal Control responsibilities with an additional officer, it is requested that we purchase a used truck for these duties. This will mitigate infectious diseases that can be spread to humans if the animal is transported in the cruiser.**
3. How does this request fit in with the current goals utilized by your department and the goals to be set for 2021? – **This is in line with the goals of the department.**
4. How will this request assist other departments and enhance teamwork? – **It will mitigate safety issues for the officers.**
5. What efficiencies would be realized with the approval of this request? – **A truck will make the transportation of animals much easier for the ACO**
6. How much will the Town save over the next five years if this request is approved? – **N/A**

Chief Pete Bickmore  
Department Head

September 3, 2020  
Date

Previously approved  
and in the budget.  
not implemented yet.

## 2021 ADDITIONAL REQUEST FORM:

This form is to be utilized for requests for crucial items for the efficiency and effectiveness of operation which have not been in the budget in the prior year:

Department: Police Explorer/Cadet Program      Amount Requested: \$3,000

Account Name: PERS SERVCS      Account #: 01-15

Proposed Use of Funding:

1. Breakdown on Funding Request:
2. Reasons/Background on this request (Please attach as much supporting documentation as needed to explain your request) – **Request \$3,000 to create a new Police Explorer/Cadet Program to attract students who may have an interest in Law Enforcement as a career.**
3. How does this request fit in with the current goals utilized by your department and the goals to be set for 2021? – **This program will be a feeder program to become a reserve officer and ultimately a full-time police officer. It will build leadership and responsibility skills for the students who enter the program. It will also build relationships between the students and the community.**
4. How will this request assist other departments and enhance teamwork? – **The Explorer students will be able to assist other departments and enhance teamwork within the community.**
5. What efficiencies would be realized with the approval of this request? **It is expected that the Explorers will be able to work in teams patrolling the parks and various parts of the town and be able to report back to the patrol officers on duty.**
6. How much will the Town save over the next five years if this request is approved? – **Police recruitment across the country is down and this while not costing much money will help to attract and retain qualified for the future needs of Pittsfield.**

Chief Pete Bickmore  
Department Head

September 3, 2020  
Date