

	MEDFIELD POLICE DEPARTMENT	POLICY NO. 4.19
SPECIAL POLICE OFFICERS		
MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: 16.3.1, 16.3.2, 16.3.3, 16.3.5, 16.3.6, 16.3.7	ISSUING AUTHORITY: Michelle Guerette Chief of Police	DATE OF ISSUE: 07/21/2022 EFFECTIVE DATE: 07/21/2022 REVISION DATE: 10/30/2025

BACKGROUND:

Special police officers generally assist full-time sworn personnel in performance of details. To accomplish these tasks, they require law enforcement powers equivalent to those of full-time officers.

The intent of this directive is to ensure that special police officers receive training equal to that required of full-time officers in those areas corresponding to their assigned duties and responsibilities. The subject matter in the training program should cover topics related to assigned duties and responsibilities to the same extent that full-time officers are trained to perform like functions. Training hours and schedules may vary to accommodate the special police officer and the course duration may be extended.

POLICY:

The Town of Medfield Board of Selectmen will appoint special police officers. Special police officers are granted the same authority and perform many of the same duties as full-time police officers, but on a part-time basis and related to working police details and/or road shifts as required by POSTC. Special police officers are required to follow all written directives that apply to full-time police officers, unless directed otherwise by the Chief of Police. **[16.3.1]**

PROCEDURES:

All candidates for employment as special police officers must meet the following basic selection criteria:

1. Not be a convicted felon;
2. Be at least 21 years of age;
3. Be a high school graduate or possess a General Equivalency Diploma; **[16.3.9]**
4. Have the ability to obtain a Massachusetts drivers license; and
5. Have the ability to obtain a Massachusetts License to Carry a Firearm.
6. Must have been regular a Medfield Police Officer who retired based on superannuation.
7. Separated in good standing, meaning that such officer was not charged with or suspected of criminal activity at the time of retirement, nor was he or she under investigation, or facing disciplinary action for an ethical violation of departmental rules, or for any act of dishonesty.
8. Is not unqualified to be a police officer for reasons relating to mental health.

The selection process for hiring special police officers shall consist of an interview with the Chief of Police and a recommendation from the Chief to the Board of Selectmen for appointment as a special police officer.

In order to maintain the parallel training equivalents as full-time officers, the following procedures shall be required: **[16.3.2]**

1. All sworn special police officers shall complete an academy training program as specified by the Massachusetts Municipal Police Training Committee prior to any routine assignment in any capacity in which the special police officer is allowed to carry a weapon or is in a position to make an arrest. **[16.3.3]**
2. Special police officers shall attend annual officer in-service training under the direction of the Massachusetts Municipal Police Training Committee. The training hours may be extended over a longer period of time than full time officers. **[16.3.5]**

3. Special police officers shall be trained annually in the use-of-force policy and tested for weapons proficiency with lethal and non-lethal weapons at the same frequency as full-time officers. **[16.3.6]**

4. Special police officers shall be provided with public liability protection equal to that provided to full-time officers. **[16.3.7]**