

## **MINUTES OF THE POLICE COMMISSION MEETING**

**Thursday, January 9, 2020  
7:00pm at Town Hall Annex  
66 Prospect Street**

**Commissioners Present:** Marianne Coffin, Chairman  
Nicholas Perna, Secretary  
Joseph Savino  
Issy Caporale  
**Absent** George Kain

**Also Present:** Chief Jeff Kreitz  
Major Stephen Brown

These minutes are an overview of the meeting; not a verbatim text.

The meeting was called to order at 7:00pm by Chairman Coffin.

### **AGENDA ITEM #1 AGENDA REVIEW**

Chairman Coffin asked the Commissioners if anyone had any adjustments to the agenda. There were none.

Chairman Coffin stated that there would be an Executive Session for personnel matters following the Public Session.

### **AGENDA ITEM #2 APPROVAL OF MINUTES**

Chairman Coffin requested a motion to accept the minutes of December 5, 2019. Commissioner Savino motioned to accept the minutes; Commissioner Perna seconded the motion.

**All in Favor**

**Minutes of the December 5, 2019 Police Commission Meeting  
accepted as written.**

### **AGENDA ITEM #3A COMMISSION VOICEMAIL CORRESPONDENCE**

Commissioner Perna stated there was no voicemail for the month of December.

### **AGENDA ITEM #3B COMMISSION WRITTEN CORRESPONDENCE**

Commissioner Perna stated there was no written correspondence for the month of December.

**AGENDA ITEM #4 CHIEF'S REPORT****A. Statistics**

Chief Kreitz started out by stating that the officers did an incredible job in 2019. There were a total of 18,538 incidents in 2019. The amount of time an officer spends on the scene of incidents has increased by 6.5% in 2019. The time that officers spend on public relations has increased by 28%.

**B. Training/PR Report**

The following report was submitted by Captain Shawn Platt, Division of Professional Standards:

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**RIDGEFIELD POLICE DEPARTMENT**  
**TRAINING & COMMUNITY POLICING/PUBLIC RELATIONS REPORT**  
*December 2019*

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December 3-4	Capt. Terzian attended the CCM Conference at Foxwoods.
December 3-5	Capt. Platt, Lt. Fowler and Sgt. Knoche attended the Use of Force Training Summit at Mohegan Sun.
December 11	Chief Kreitz, Major Brown, Capt. Terzian, Capt. Platt, PO Romero, PO Caswell, PO Seibert and Dispatcher Falzolgher attended wellness and meditation training for coping with stress.
December 11-13	Capt. Comstock attended Managing Major Cases Training at New Britain PD.
December 26	Lt. Raines and Sgt. Knoche completed Taser Re-certification for Officers at RPD Headquarters.
December 27	Capt. Terzian, Capt. Platt, Lt. Gates, Lt. Raines, Lt. Durling, Sgt. Brown, Sgt. Clarke, Sgt. Knoche, PO Giglio, PO Gjodesen, PO Samoskevich, Det. Dardis, PO, Romero, PO DiFalco, PO Seibert, Det. Shimko, PO Williams, PO Hartling, PO Olivares and PO McKnight completed Human Trafficking refresher Training through the PowerDMS system.
December 31	Lt. Fowler completed Intoxilyzer Recertification for Officers at RPD Headquarters.

A total of 15 Public Relations were performed during the month to include:

- Multiple car seat installations.
- Multiple stop and talks at houses of worship.
- Multiple Social Media posts of police activities.
- PD Tours and Safety Talk Presentations
- Various talks with downtown shop owners and community members.

C. **Sign Report**

The only request for the month of December was that a stop sign be put up at Lincoln Lane and Old Washington Road. Sign Officer Caswell will report on this at the February 13 meeting.

**AGENDA ITEM #5 UNION PARTICIPATION**

There was no Union participation for the month of December.

**AGENDA ITEM #6 NEW BUSINESS**

A. **School Zone Speed Limits:**

Chief Kreitz requested that we apply to the Office of the State Traffic Administration (OSTA) requesting a speed limit reduction on Route 116 in the area of Ridgefield High School/Scotts Ridge Middle School. Chief Kreitz also requested that we apply for a speed limit reduction on Branchville Road near East Ridge Road. If approved by OSTA, these reductions would apply only during the days and times when school is in session. A letter to OSTA would be written requesting this reduction. Commissioner Savino motioned to accept this request and Commissioner Perna seconded the motion.

**All in Favor**

B. **Planning and Zoning Application 115 Danbury Road, Car Wash**

Planning and Zoning submitted a proposal for a car wash at 115 Danbury Road. Commissioner Savino made a motion to have a letter sent to Planning and Zoning stating that the Police Commission does not support this proposal until concerns about a potential traffic backup from the parking lot onto Route 35 are addressed. Seconded by Commissioner Perna.

**All in Favor**

**AGENDA ITEM #7 OLD BUSINESS**

**A. Officer Evaluation Review**

There was much discussion over updating the officer evaluation form. Major Brown and Capt. Terzian have been working on the layout of the form coming up with a revised draft. Lt. Raines has added his suggestions. Chairman Coffin requested a motion to approve the amended performance evaluation form. Commissioner Savino made the motion and Commissioner Caporale seconded the motion.

**All in Favor**

**B. Chief's Goals**

The subcommittee has decided to table this until the February 13 meeting.

**Chairman Coffin requested a motion to go into Executive Session at 8:05pm to discuss Employee Performance. Commissioner Perna made the motion and Commissioner Savino seconded the motion. Motion carried unanimously**

**Commissioner Savino made a motion to extend Major Brown's retirement as per Major Brown's request per pension agreement. Seconded by Commissioner Caporale.**

**All in Favor**

**The Police Commission returned to Public Session at 8:15pm.**

**Commissioner Caporale made a motion to adjourn the Police Commission Meeting at 8:15pm. Seconded by Commissioner Savino.**

**All in favor**

Respectfully Submitted,

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Nick Perna  
Police Commission Secretary