

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

**Thursday, November 18, 2021 at 7:00pm  
Town Hall Annex  
66 Prospect Street**

Anyone requiring special accommodations due to disability is asked to contact Headquarters at 438-6531 at least 48 hours prior to the meeting.

**Commissioners Present:** Marianne Coffin, Chairperson  
George Kain, Secretary  
John Frey  
Sharon Dornfeld

**Absent:** Issy Caporale

**Also Present:** Chief Jeff Kreitz  
Major Platt

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

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

### **1. APPROVAL OF MINUTES**

Chairperson Coffin requested a motion to accept the minutes of the October 14, 2021 Police Commission Meeting. Commissioner Kain made the motion and Commissioner Frey seconded the motion. Commissioner Dornfeld abstained from voting as she was not a Police Commissioner at that time.

**Vote carried 3-0-1**

Chairperson Coffin requested a motion to accept the minutes of the October 29, 2021 Police Commission Special Meeting. Commissioner Frey made the motion and Commissioner Kain seconded the motion. Commissioner Dornfeld abstained from voting as she was not a Police Commissioner at that time.

**Vote carried 3-0-1**

### **2. PUBLIC COMMENT**

None

**3. COMMISSION CORRESPONDENCE****A. Voicemail**

Commissioner Kain received two voicemail messages for the month of October. One resident voiced concern about speeding and sight lines on Copper Beach Road/Lee Road. Commissioner Kain spoke with the resident and resolved the issue.

Another resident voiced concern about speed, signage and road on Remington Road. Commissioner Kain spoke with the resident and resolved the issue.

**B. Written Correspondence**

Chief Kreitz stated that Chairperson Coffin signed two highway use permits. One was for the Annual Thanksgiving Day Turkey Trot 5k and the second one was for the Tree Lighting with Santa's Arrival.

**4. NEW BUSINESS****A. Capital Budget Review and Approval**

In the upcoming fiscal year, the Chief is requesting the replacement of department handguns (\$10,000.00). He stated that they are at the end of their industry recommended service. In FY24 the Chief stated that the department is looking to replace the License Plate Readers (\$35,000.00) and conduct a secondary road study (\$10,000.00). In FY25 the department is looking to replace the portable radios (\$200,000.00). In FY26 the department is looking to upgrade NICE recording system which documents all incoming/outgoing calls (\$15,000.00). In FY27 the department is looking to upgrade the I-record system which video/audio records interviews (\$20,000.00) as well as replace the incident command vehicle (\$100,000.00).

**Animal Control Capital**

In FY24 the department is looking to replace the Animal Control Vehicle (\$35,000).

Chairperson Coffin requested a motion to accept the Capital Budget as presented. Commissioner Kain made the motion and Commissioner Frey second the motion.

**All in favor**

**B. Police Commission Election of Officers**

Commissioner Frey made a motion to elect Commissioner Kain as Chairman for the Police Commission for 2022. Commissioner

Dornfeld seconded the motion.

**All in favor**

Commissioner Kain made a motion to elect Commissioner Frey for Secretary for the Police Commission for 2022. Commissioner Dornfeld seconded the motion.

**All in favor**

**5. Old Business**

**A. Public Safety – Building Update**

Chief Kreitz stated there will be an upcoming meeting with the Police Commissioners and the Board of Selectmen to discuss Kaestle Boos proposal and the time line with the proposal moving forward

**6. CHIEF'S REPORT**

**A. Traffic/Sign Report**

The following report was submitted by Sign Officer Mark Caswell

Regarding: October 2021 Sign Report

Sign Maintenance

1. Installed 2 new State DOT Speed Monitoring Signs, one on North Street and one on George Washington Highway.
2. Replaced a Do Not Enter sign on Bailey Avenue.
3. Installed a 25 MPH Speed Limit sign on Stony Hill Road.
4. Replaced a Stop Sign at Round Lake Road / Sleepy Hollow Road.
5. Replaced a Stop Sign at Barrack Hill Road and Round Lake Road.
6. Replaced a Stop Sign at Barrack Hill Road and Blue Ridge Road.
7. Replaced a 25 MPH Speed Limit sign on Hobby Drive.
8. Repaired a 25 MPH Speed Limit sign on Bates Farm Road.
9. Installed an Off-set Intersection sign at Bennett's Farm Road/Waters Edge Way and Woodland Way.
10. Replaced one Dangerous Intersection sign and repaired one Dangerous Intersection sign on George Washington Highway.
11. Repaired a 30 MPH Speed Limit sign on George Washington Highway.
12. Replaced a Stop Sign Ahead sign on Ridgebury Road.
13. Installed a new Railroad Crossing sign on Topstone Road.
14. Replaced a Stop Sign at Peaceable Street/Peaceable Ridge Road.
15. Replaced 3 25 MPH Speed Limit signs on Old Branchville Road.
16. Replaced 2 School Bus Stop Ahead signs on Old Branchville Road.
17. Installed 4 Bridge Chevron signs on Old Branchville Road.

**B. Training/PR Report**

The following report was submitted by Major Platt.

**Ridgefield Police Department  
Training & Community Policing/Public Relations Report  
October 2021**

**Training Attended:**

- Oct. 6-7:** PO Shimko attended ARIDE Training at Newtown PD.
- Oct. 14:** Lt. Gates, PO Capozzi, PO Daly, Det. Ryan, PO Seibert and PO Olivares attended annual Firearms Qualification Training at Wooster Mountain Range.
- Oct. 15:** Lt. Durling, Sgt. Knoche, Sgt. Murray, PO Caba, PO Mulvihill and PO McMahon attended annual Firearms Qualification Training at Wooster Mountain Range.
- Oct. 26-27:** Lt. Fowler and Det. Dardis attended Firearms Counter Ambush Training in Massachusetts.

**Virtual Training Attended:**

**Office**

- Oct. 1:** Chief Kreitz, Major Platt and Capt. Terzian attended the Bailey Seminar for New Laws Public Acts virtually.

**P/R Events:**

- Oct. 1:** Touch a cruiser at Children's Academy
- Oct. 3:** Safety Day at ERMS
- Oct. 23:** Drug Take Back Day at Headquarters

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A total of 13 Public Relations were performed during the month(s) to include:

- Various talks with downtown shop owners and community members at large.
  - Continued stop and talks at houses of worship during Holy Days.
  - Multiple Social Media posts of Police Activities & Safety Messages.
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**C. Department Statistics**

Chief Kreitz reported the total incidents for the month of October was 1,058. He also highlighted some of the statistics for the month.

Chief Kreitz provided a personnel update to the Commissioners. Currently Probationary Officer Clark is at the Police Academy, Probationary Officer Vasquez has finished the field training period, and we are currently in the background process for the hiring of a new officer. The Chief stated that the department will be announcing an entry level/certified test using PoliceApp to fill vacancies in the near future.

**7. UNION PARTICIPATION**

PO Daly presented to the commissioners a suggestion restructuring input from the officers following a survey. He suggested that upon officers leaving the police department that they have an exit interview with the Police Commission which would be another way to get input from the officers on their suggestions of what they feel is working well for the department and what they feel would improve the police department.

**8. EXECUTIVE SESSION - to discuss personnel matters**

**Commissioner Kain made a motion to go into Executive Session at 7:50 pm to discuss Employee Performance. Commissioner Dornfeld seconded the motion.**

**Motion carried unanimously.**

**The Police Commission returned to Public Session at 08:46 pm. No votes were taken.**

**Chairperson Coffin made a motion to adjourn the Police Commission Meeting at 08:47 pm. Commissioner Dornfeld seconded the motion.**

**Motion carried unanimously**

Respectfully Submitted,

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George Kain  
Police Commission Secretary