



**Town of Ridgefield
Public Safety Facilities Committee
Minutes
UNAPPROVED**

June 18, 2026 at 7PM

ANNEX, Large conference room, 66 Prospect Street, Ridgefield, CT

Please note – these minutes are not verbatim.

Committee Members Present: Pamela Dunaway, Denis Graves, Wally Martinez, Adam Safir, Stephen Scalzo, Ed Tyrrell

Committee Members Absent: David Brickley

Presenters in Attendance: Ridgefield Police Dept. Chief Jeff Kreitz, Police Commissioners

Wally Martinez called the meeting to order at 7 pm.

1. **Public Comment** – None.
2. **Needs and Site Assessment Due Diligence Working Group presents P.D. Needs** – Adam Safir distributed notes to assist the other working groups and the tiger teams with their research. First, Chief Kreitz explained the RPD mission of preventative, proactive policing. He explained that they maintain a high police presence in high crime areas. They also run programs that build community. They track the number of incidents including the emergency calls that are just fire. Walk-ins are also built into that total number of incidents. The time served per incident varies widely from a 45-minute domestic violence incident to a full shift or more if there are any variables such as weapons on site. Ridgefield also participates in a mutual aid resource sharing plan which means that if a neighboring town needs assistance with an incident, other neighboring towns provide support.

Adam Safir asked Chief Kreitz to explain shift change operations and staff in the building. Chief Kreitz described how officers must go up and down from the basement to the main level multiple times before they are ready to deploy. The building flow is not conducive to efficient deployment. Chief Kreitz has visited several neighboring police departments with a successful operation and described what would allow the RPD best flow and efficiency.

Next, Chief Kreitz shared their 12-hour shift operations and the intersection with 911 dispatch. He explained that the dispatchers triage the walk-ins. Also, at every shift change, there are transition reports from the out-going officers to the in-coming officers. These meetings require adequate meeting space. He also explained POST and OC.

Adam Safir pointed out that Chief Kreitz has been discussing basic needs. He also asked Chief Kreitz to discuss locker room details and challenges. The current locker room is used as storage space for gear and equipment in addition to its use as a changing room.

Next, Adam Safir explained that the police department has front office, back office, and even middle office operations. Site size will influence parking as well. Currently, the reception area is front office operations which require at least two meeting rooms for the privacy of residents coming in to discuss a delicate or difficult situation. These meeting spaces will also serve as training areas. The communications also must be a self-contained front office operation area. Middle area operations include patrol operations, roll call room, radio/equipment room, report writing room with work stations, and a sergeant and lieutenant office with separate work stations. Back office operations include booking area, holding cells, sally port door, weapons securing room, and a processing room with fingerprinting and breathalyzing equipment. This would suffice for cooperative arrests. But they also need appropriate space for uncooperative arrests which could last hours. Video recording rooms are also a critical feature of modern-day police departments. Another challenge presents when an arrest involves a person with a medical need which requires ambulance access and a safe and efficient path to and from the detainee.

Chief Kreitz shared that the officers provide educational and preventative programs for the community but must look for external meeting spaces.

He added that any officer trainings have the added expense of hotel stays, travel, and officer absence from patrols unless they can be held in-house. If a meeting room was available, then RPD could even host trainings and see a return on investment.

Traffic enforcement signs are also stored at the police department and replacements are done by the police.

Secure evidence storage is also needed to preserve the chain of custody. Separate storage is needed for firearms and narcotics.

There are additional needs for event support equipment, special investigations units, search and rescue teams, K9 unit, and Honor Guard needs. All police departments should also have a prisoner exit separate from the main reception.

The communications team also needs office space, breakroom, bathroom, and locker/storage space.

A gym is needed for officers' mental and physical health.

The committee and guest experts asked several questions about operations, flow, and service.

Next, the Police Commission addressed the town's needs from the police department and concluded that the town is throwing good money after bad by repairing the existing building. There is also concern for police morale and health.

The committee closed the discussion by listing some criteria by which to determine the ability of a property to meet the needs of the community.

- 3. Discussion re: Timeline to Finish Line – Adam Safir motioned to table this item. Steve Scalzo seconded. Motion carried 5-0 (Brickley and Tyrrell absent).**
- 4. Future Agenda Items – Committee members will send agenda items to Ed Tyrrell.**
- 5. Adoption of meeting minutes – Steve Scalzo motioned to approve the June 11, 2026 meeting minutes as presented. Adam Safir seconded. The motion carried 5-0 (Brickley and Tyrrell absent).**
- 6. Executive Session to discuss privately owned real property -**
- 7. Reconvene Open Session at 9:55pm.** The committee will request soil samples of properties identified in Executive Session. **Denis Graves motioned to approve up to \$15,000 for the soil sample testing. Steve Scalzo seconded. Motion carried 5-0 (Brickley and Tyrrell absent).**
- 8. Adjournment – Adam Safir motioned to adjourn at 9:55pm. Pamela Dunaway seconded. Motion carried 5-0 (Brickley and Tyrrell absent).**

Respectfully submitted by,
Etna Monsalve