



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

UNAPPROVED

January 29, 2026 at 7PM

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

Please note – these minutes are not verbatim.

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

Committee Members Absent: None.

Presenters in Attendance: Town Clerk Wendy Lionetti

Ed Tyrrell called the meeting to order at 7pm.

1. **Public Comment** – Mr. Carr, 66 Prospect Ridge shared a written document and thanked the committee for volunteering to serve. He asked the committee to consider adding to the committee charge. He suggested going back to an idea proposed in 2008. Lastly, he referred to ROI and asked the committee to consider the value proposition to the taxpayer. He said moving the FD is a sum zero gain but voters want a net gain.

Ed Tyrrell motioned to move adoption of minutes to follow Election of Officers. Pamela Dunaway seconded. Motion carried 7-0.

2. **Election of Officers** – Ed Tyrrell motioned to elect Wally Martinez as committee chair. Steve Scalzo seconded. Motion carried 7-0. Wally Martinez motioned to elect Ed Tyrrell as secretary. Pamela Dunaway seconded. Motion carried 7-0. Wally Martinez motioned to elect Adam Safir as vice chair. Pamela Dunaway seconded. Motion carried 7-0.

Ed Tyrrell motioned to move up the town clerk briefing. Pamela Dunaway seconded. Motion carried 7-0.

3. **Town clerk briefing** – Ms. Lionetti distributed a summary of Robert's Rules of Orders. She also confirmed distribution of information regarding the Freedom of Information Act and highlighted that any communication among the group must be properly noticed and public

including any email communication. She recommended no REPLY ALLs via email. Legal notice is 24 hours of advance posting. She reminded the committee that transparency is critical in governance. Therefore, business items cannot be added to an agenda at the meeting. It must be revised and reposted no later than 24 hours in advance of the meeting. They cannot meet and discuss any committee business outside of a duly noticed meeting. Mr. Martinez asked if virtual meetings are allowed. She explained that they are allowed with proper notice. As the need arises, she will guide the committee. The committee discussed distributing committee tasks among working groups of no more than 3 committee members. Those working groups will report back to the committee at weekly minutes. Ms. Lionetti will consult with the state's FOIA representative to confirm that meetings of subgroups, of less than quorum, won't require 24-hour advance notice.

4. **Committee structure – Ed Tyrrell motioned to use the term working group for the groups of 3 or less committee members working on individual tasks. Pamela Dunaway seconded. Motion carried 7-0.** Adam Safir stated that since there are no assumptions regarding number of buildings, one working group could be tasked with the Needs Assessment portion of the charge, and site evaluation. Another working group could be financial analysis to address the issue of stewardship. Another could be community engagement to share findings along the way with the public. Pamela Dunaway added that for community engagement, she proposes a retrospective survey equivalent to an exit poll. She also wants to hold a kickoff town hall to hear all public comments in advance of the commencement of work. She suggests offering office hours to meet with community members who want to express their thoughts in person but outside of a town hall. She met with the town to find out what communication methods are available now to share committee information. There can be a new button on the website's home page linking to committee information. Steve Scalzo felt that he would also like to hear any public comments that were to be shared during the office hours so he would like to ask those folks to come in and talk to the whole committee. Denis Graves expressed that he is interested in serving on the financial working group and needs assessment. Ed Tyrrell suggested that first the committee should complete fact-finding and understanding before they create working groups. David Brinkley stated that his interests lie with site and cost analysis. He felt that all items have to be studied concurrently. But, he'd like to review all existing materials before creating working groups. Steve Scalzo asked if Mr. Muller has provided the data. No one has received any data yet. Wally Martinez summarized and **Adam Safir motioned that before the next meeting, Pamela Dunaway can reach out to each committee member to begin designing the community engagement strategic plan for committee approval; Steve Scalzo can begin reviewing finances and costs for police and fire department needs; and at the next meeting, the committee can hear from the police, fire, and finance departments. Denis Graves seconded. Motion carried 7-0.**

Police Commissioner Ralph Money, 120 Prospect Street, commented that the chair has discretion to open the floor to an individual at any time during the meeting. He shared that the police commission would like to host a committee meeting in the near future and offered a facility tour to committee members half an hour before the meeting. Fire Assistant Chief Cirulli welcomed the committee and is looking forward to working with them. Stephen Riebling, newly elected police commissioner, welcomed the committee and shared that a main priority for the committee is public relations. Mr. Chuck Hancock thanked the committee for their work. He shared that he worked diligently to stop the referendum and is looking forward to working with the committee. Kirk Carr, 62 Prospect Ridge, applauded the committee efforts to start with listening. Pamela Dunaway commented that the committee is looking to communicate and educate the public as they reach a determination as to what they find is the best option for the community. But she suggested avoiding marketing efforts or undue influence.

5. **Meeting schedule** – The committee will hold another special meeting next week but will provide a regular meeting agenda to the town clerk soon. David Brinkley suggested that the committee set information expectations for the briefings because time is limited and they need to focus on useful information. Wally Martinez suggested allowing each department the flexibility to state their position in their own terms. The committee can assign homework if certain questions are not addressed or new ones arise.

Pamela Dunaway suggested changing the meeting night to have enough time before weekly town newsletter publication or changing the meeting cadence. **Ed Tyrrell motioned to approve the weekly Thursday meeting in the Annex conference room at 7pm, at 66 Prospect Street. David Brinkley seconded. Motion carried 7-0.** Adam Safir asked for confirmation and process to attend meetings remotely. Wally Martinez will get more information.

6. **Adoption of minutes** – Ed Tyrrell made corrections to the January 24, 2026 Public Safety Facilities Committee meeting minutes. **David Brinkley motioned to approve the minutes as corrected. Denis Graves seconded. Motion carried 7-0.**
7. **General discussion** – The committee set the next meeting agenda, including briefings from Fire, Police, and Finance; a Communications Engagement Strategic Plan; public comment; and minutes approval. Adam Safir noted that the committee should tour facilities and emphasized their open-minded approach as directed by the BOS. He would like to make a public statement to ensure that the public is assured of their objectivity.

Adam Safir motioned to adjourn the Public Safety Facilities Committee meeting at 8:37pm. David Brinkley seconded. Motion carried 7-0.

Respectfully submitted by,
Etna Monsalve