

**MINUTES OF THE POLICE COMMISSION MEETING**

**Thursday, May 11, 2023 at 7:00p.m.  
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:** John Frey, Chairman  
Issy Caporale, Secretary  
Marianne Coffin  
Sharon Dornfeld  
Ralph Money

**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 7:02pm by Commissioner Caporale.

Commissioner Caporale stated there would not be an Executive Session.

**1. APPROVAL OF MINUTES**

Commissioner Caporale requested a motion to accept the minutes of the April 13, 2023 Police Commission Meeting. Commissioner Money made a motion and Commissioner Coffin seconded the motion.

**All in Favor**

**Minutes of April 13, 2023 Police Commission Meeting accepted as written.**

**2. PUBLIC COMMENT**

None.

**3. COMMISSION CORRESPONDENCE**

**A. Voicemail**

There was no voicemail received by Commissioner Caporale for the month of April.

**B. Written Correspondence**

Chief Kreitz stated he received two Highway Use Permits, which were signed by Chairman Frey-

July Fireworks	07/02/23	Rain Date 07/09/23	1700-2230
Summerfest	07/29/23		0900-1500

**Commissioner Coffin made a motion to approve the Highway Use Permits and Commissioner Caporale seconded the motion.**

**All in Favor**

**4. NEW BUSINESS**

**A. Ethan Allen Hwy P+Z 23-7 Proposed Project**

Chief Kreitz gave an overview of this proposed project which consists of 13 buildings with 92 units, which would be behind 901 Ethan Allen Hwy. The Traffic Study showed there would be no significant impact to traffic. Chief Kreitz stated that he does have concerns over the traffic impact. Commissioner Coffin stated that the traffic study was conducted in October of 2021 when a considerable amount of people worked remotely. Chief Kreitz stated that he would convey these comments to P&Z.

**B. Ligi’s Way-Combined Use Path**

Chief Kreitz presented a map by Milone & MacBroom showing the existing conditions and baseline layout plan of the approximate location of the temporary barrier curb for one-way traffic on Ligi’s Way during the project. Chief Kreitz stated that for this portion of the project the guardrail will need to be removed and that due to the distance of the drop off of the shoulder the barriers need to be temporarily installed. This portion of the project will take approximately 6 weeks to complete. Chief Kreitz, along with Jake Muller met on site and the date of this implementation is unknown.

**5. OLD BUSINESS**

**A. Central Dispatch Update**

Chief Kreitz stated the central dispatch has been implemented as of April 25. Update meetings between Police Chief Kreitz, Major Platt, Fire Chief Myers, Asst. Fire Chief Grasso and lead dispatchers occur regularly to ensure this transition continues to go smooth.

**B. Hiring Update**

Major Platt stated the department is now in the interview phase of the hiring process for the police officers position.

**6. CHIEF'S REPORT**

**A. Traffic/Sign Report**

Sgt. Mark Caswell has been working with the Highway Department replacing and updating signage in town.

**B. Training/PR Report**

The following report was submitted by Capt. Jeff Raines, Division of Professional Standards.

**Ridgefield Police Department  
Training & Community Policing/Public Relations Report  
April 2023**

**Training Attended:**

**April 17-28:** Sergeant Geller attended First Line Supervisor at Roger Williams University in Bristol, RI.

**April 18-21:** Officer Clark and Officer Vasquez attended Child Safety Seat Instructor class in Fairfield, CT.

**April 18&21:** Dispatcher Campos, Dispatcher Zaffina and Dispatcher Richards attended Emergency Medical Dispatch at HQ. It was taught by Fire Chief Myers and Fire Captain Duckworth.

**P/R Events:**

**April 13:** Captain Raines and Detective DuBord attended the University of New Haven Career Fair to promote our upcoming hiring process.

**April 21:** Detective Ryan presented a safety talk, hosted by the Ridgefield Chamber of Commerce, at the Salem Golf Club.

**April 22:** Captain Raines hosted the first of two Drug-Take-Back days with members of the Ridgefield Prevention Council, outside of Bissell Pharmacy.

Captain Raines attended a follow up safety meeting with employees at the Prospector Theater on May 4.

**Upcoming Events:**

The RHS senior intern (Madeline Klein) started her internship with us and runs from May 8<sup>th</sup> through June 9<sup>th</sup>.

We will be hosting our annual Memorial (Gravesite) Ceremony on May 25<sup>th</sup> at 1000 hours at the Lounsbury House. All are encouraged to attend.

The administrative Staff will be attending the annual GRADD ceremony on May 31<sup>st</sup> at 1000 hours in front of Town Hall.

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

- Officers met with the staff and children at the Shir Shalom Temple.
- Several car seat installations were performed.
- Officers met with local businesses and spoke with employees.
- Officers gave several Rides-To-School. (Gift Certificate recipients)
- Multiple Social Media posts were put out in regards to Police Activities & Safety Messages.

**C. Department Stats**

Chief Kreitz reported the total number of incidents for the month of April 2023 was 1,520. He highlighted some of the statistics for the month.

**7. Union Participation**

None.

**Commissioner Money made a motion to adjourn the Police Commission Meeting at 8:15pm. Commissioner Caporale seconded the motion.**

**Motion carried unanimously,**

Respectfully Submitted,

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Issy Caporale  
Police Commission Secretary