

WOODBIDGE BOARD OF POLICE COMMISSIONERS WOODBIDGE TRAFFIC AUTHORITY

POLICE COMMISSION

REGULAR MEETING –MINUTES

January 12, 2025

<https://www.youtube.com/watch?v=Ra6cQ733DSs>

The Regular Meeting of the Woodbridge Board of Police Commissioners/Traffic Authority took place in the Woodbridge Police Department Training Room on Monday January 12, 2025, at 4:00 p.m.

Chairman Scalettar called the meeting to order at 4:02 p.m.

Commissioners Present-

Commissioner Robert Scalettar – Chairman
Commissioner Kris Wuestefeld- Vice Chairman
Commissioner Henry Kopel
Commissioner Deborah Desir
Commissioner David Schroeder

Police Administration Present-

Chief Ronald Smith
Deputy Chief Raymond Quinn
Administrative Assistant Tiffany Tweedie
A.C.O Jessica Moffo

APPROVAL of MINUTES:

- B.O.P.C. Regular Meeting – December 15, 2025:
The Board voted unanimously (Kopel/Wuestefeld) to approve the amended minutes from the December 15, 2025, regular meeting of the Woodbridge Board of Police Commissioners/Traffic Authority

PUBLIC COMMENTS / CORRESPONDENCE:

- There were no public comments or correspondence.

REVIEW of REPORTS:

Financial Report:

- As of the second week in January, which is a little over the 6-month period of this fiscal year, the police department has utilized 61% of our budget.
- The overtime budget is 162%, which is partially due to contractual minimum staffing requirements. During the first five months of this fiscal year, the department had four budgeted vacancies and two long-term work-related injuries. Regarding “Overtime Activity”, the bulk of our overtime is “Patrol Coverage Voluntary.” Other issues that we don’t normally see, as in the “field training” line, are due to the newly hired dispatcher and officers that we recently hired. Further, we had to hire a few officers during the recent snow and weather-related events.
The “Dispatch Overtime” line is at 116%. This is due to one long-term work-related injury, as well as two retirements and hiring and training of two new dispatchers.

The Board voted unanimously (Kopel/Wuestefeld) to accept the Financial Report.

- Activity Report:

Chief Smith reported during the month of December, Woodbridge Police made ten criminal arrests. This is a 100% increase from November. The following charges were lodged during these investigations:

- Assault in the 3rd Degree
- Breach of Peace in the 2nd Degree
- Criminal Mischief in the 2nd Degree
- Criminal Trespass in the 1st Degree
- Operating under the Influence
- Threatening
- Violation of a Protective Order

Durning the month of December, members of the Woodbridge Police Department conducted one hundred and two (102) motor vehicle stops. This is a 59% increase from November.

Radar/Speed Enforcement	291
Deterrent Traffic Safety Patrol	336

There were thirty-eight (38) motor vehicle accidents during the month of December. This is 59% increase from November.

- There were 4 motor vehicles accidents with injuries
- There were 34 motor vehicles accidents with no injuries.
- 8 motor vehicle accidents occurred on Amity Road.
- 6 motor vehicle accidents occurred on Rimmon Road.
-

Durning the month of January, speed/traffic enforcement should focus on the following locations.

- Amity Road
- Ansonia Road
- Baldwin Road
- Johnson Road
- Rimmon Road
- Seymour Road.

ISU Report:

- Durning the month of December, The Investigative Services Unit investigated six (6) new investigations.
- Detectives are investigating a larceny that occurred on Seymour Road. Several Search warrants were forwarded to the court.
- Detectives are investigating a harassment complaint, via social media.
- Large scale fraud investigation involving approximately \$900,000.00
- Assisted the Patrol Division in the seizure of firearms relating to a domestic violence incident.
- Continuing investigation regarding a sexual assault that occurred on November 7th. A suspect was identified and an arrest warrant submitted.
- One background investigation was conducted on a police applicant.

School Resource Officer Report:

- On December 9th the School Resource Officer organized drill at ARHS. Officers from Woodbridge, Orange and Bethany Police Departments assisted in the lockdown drill. The drill was conducted without any flaws. A debriefing was conducted with ARHS administration,
- Number student group meetings were held to discuss issues including drug usage, alcohol consumption and drunk driving.

The Board voted unanimously (Wuestefeld/Kopel) to accept the Officer Activity Report.

• Animal Control Report:

Total calls for service- 65 Calls

- Woodbridge (29)
- Bethany (6)
- Beacon Falls (5)

- Seymour (25)

Enforcement Action

- Infractions (1)
- Written Warnings (2)
- Verbal Warnings (2)
- Criminal Arrest (1)

Impoundments

- Number of Animals Impounded (8)
- Dogs (4)
- Cats (4)

Adoptions

- Number of Adoptions (4)
- Dogs (2)
- Cats (2)

The Board voted unanimously (Wuestefeld/Kopel) to accept the Officer Activity Report.

REPORT of the CHIEF of POLICE

Police Facility Concerns:

- The front entryway has yet to be completed. The old tile was removed. We are waiting for new tile to be installed.
- We are experiencing issues with the installation of our VOIP phone lines. Wires must be installed in the ceiling, located in the main hallway. There are concerns that this area has not be abated for potential asbestos.
- We have received multiple complaints from residents that have had an issue locating the Police Department. We are looking into purchasing a sign that would facilitate this matter.
- We are looking to reschedule a trip to the Old Saybrook Police Department to tour their facility.

Lockdown Drill:

- Chief Smith notified Police Commission that on January 22, 2026, at 9:00 a.m. the Woodbridge Police Department, along with members of the Orange Police Department, Connecticut State Police and Woodbridge Fire Department, will be conducting a lockdown drill at BRS. Lockdown Drills have been conducted annually at BRS and ARHS since 2014.
- The Police Departments role will be unlocking doors and conducting inventory and accountably check of students and staff. BRS administration and security staff will assist with the lockdown.

Emergency Management Update:

- Chief Smith informed Police Commission that he completed the online training course administered by FEMA regarding the department's Emergency Management Function. Completing this rigorous training course has satisfied the department's obligations under the Emergency Management Performance Grant (EMPG). The town is now in line to receive \$10,000.00 in funding to assist with potential emergencies that may occur in our town.
- EMPG is a federal program administered by FEMA that provides funding to state local government to assist in developing and sustaining their all-hazards emergency management capabilities, it funds activities across the prevention, protection, mitigation response and recovery mission areas.

Budget update:

Chief Smith presented a zero-based budget, as requested by the Town, and explained that fully implementing it would require staff reductions, which would not be pursued.

The Board voted unanimously (Desir/Wuestefeld) to accept the Report of the Chief of Police.

PERSONNEL MATTERS:

Extended Absences (Update):

- The Department has one police officer that has been out on a work-related injury that occurred in February of 2025. He is currently being treated for his injuries. His date of return is uncertain. Due to his specific injuries, light duty is not an option currently.
- The department has a dispatcher that has been out on a work-related injury since October. She is awaiting medical test information. There is no known return to work date as of this time.

Police Officer Hire and Training Updates:

- Officer Brent Zuscin has successfully passed his Field Training Program. He is working in patrol, independently and making an impact. His experience and proactivity has been noticed. He has been a welcome addition to the department.
- Officer Alex Wyner graduated from the Connecticut Police Academy (POST) on Wednesday December 17th. After completing five months of training, we are happy to report that Officer Wyner received the prestigious Samuel Luciano Award, which is given to the recruit that has achieved the highest academic average in Basic Recruit Training. Officer Wyner is currently in the departments Field Training Officer program, which commenced on December 18th. Chief Smith and Deputy Chief Quinn attended the graduation ceremony which was held at Central Connecticut State University.
- Officer Robert Hwang began employment with Woodbridge Police department on January 5th. He was immediately enrolled in a two-week “Emergency Medical Responder” training program, that is being held in Orange. Officer Wyner is also attending this training.
- Chief Smith is happy to report that Deputy Chief Quinn is quickly making the transition to his new position, He too has been a welcome addition and is assisting with many projects.

Dispatcher Training (Update)

Dispatcher Nicole Toth has continued to receive positive written feedback concerning her training evaluations. She will hopefully be clear to work independently in approximately one month.

EXECUTIVE SESSION:

The Board voted (Wuestefeld/Desir) to move into Executive Session at 5:15 p.m. to discuss Animal Control Vacancy.

- Animal Control Officer Vacancy.
- The Board moved out of Executive Session at 5:45 p.m.
- There were no motions made, no votes taken, during Executive Session.

ACTION TAKEN on MATTERS DISCUSSED in EXECUTIVE SESSION:

There was no action or motions were taken in executive session.

ADJOURNMENT:

The Board voted unanimously (Wuestefeld/Kopel) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 5:45 p.m.

Respectfully submitted:

Tiffany Tweedie, Administrative Assistant

WOODBIDGE BOARD OF POLICE COMMISSIONERS WOODBIDGE TRAFFIC AUTHORITY

TRAFFIC AUTHORITY

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Commissioner David Schroeder

Police Administration Present-

Chief Ronald Smith
Deputy Chief Raymond Quinn
Administrative Assistant Tiffany Tweedie
A.C.O Jessica Moffo

PUBLIC COMMENTS / CORRESPONDENCE:

- There were no Public Comments or Correspondence to discuss.

TRAFFIC MATTERS:

Approval of Traffic signs:

1. Blind Driveway sign 55 North Racebrook Road.

The Board voted unanimously (Wuestefeld/Desir) to review further on this request.

2. Handicap sign- 11 Rimmon Road

The Board voted unanimously (Desir/Wuestefeld) to approve the placement of the handicap sign.

3. Rumble Strips- Perkins Road

The Board voted unanimously (Desir/Wuestefeld) to approve the placement of the rumble strips

ADJOURNMENT:

The Board voted unanimously (Wuestefeld/Kopel) to adjourn the Regular Meeting of the Woodbridge Traffic Authority at 6:39 p.m.

Respectfully submitted:

Tiffany Tweedie, Administrative Assistant

WOODBIDGE BOARD OF POLICE COMMISSIONERS

POLICE COMMISSION – MOTIONS

JANUARY 12, 2025

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APPROVAL of MINUTES:

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REVIEW of REPORTS:

Financial Report:

The Board voted unanimously (Kopel/Wuestefeld) to accept the Financial Report.

Activity Report:

The Board voted unanimously (Wuestefeld/Kopel) to accept the Officer Activity Report.

REPORT of the CHIEF of POLICE:

The Board voted unanimously (Desir/Wuestefeld) to accept the Report of the Chief of Police.

ACTION TAKEN on MATTERS DISCUSSED in EXECUTIVE SESSION:

There was no action or motions were taken in executive session.

ADJOURNMENT:

The Board voted unanimously (Wuestefeld/Desir) to adjourn the Regular Meeting of the Woodbridge Board of Police Commissioners at 5:45 p.m.

Respectfully submitted:

Tiffany Tweedie, Administrative Assistant