

## **POLICE COMMUNITY ADVISORY BOARD**

**July 15, 2025**

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#### **REGULAR MEETING**

#### **MINUTES OF MEETING - DRAFT**

**July 15, 2025**

**POLICE COMMUNITY ADVISORY BOARD:** Christina Hagestad, Jenny Parker, Gwendolyn Evans

**ABSENT:** Dan Maguire and Ron Hoague (EPD Chief)

**STAFF:** Alyssa March- Community Liaison, Essex Police Department

**ADMINISTRATION:**

**OTHERS PRESENT:** Vince Cuciti

#### **1. CALL TO ORDER**

*Chair Christina Hagestad called the meeting to order at 6:05pm.*

#### **2. AGENDA ADDITIONS/CHANGES**

*Christina reported that someone she knows had an interesting interaction with an EPD officer during a traffic stop. Christina shared that the person does not feel comfortable speaking about it yet, but she encourages the person to share the incident with her when and if they are ready. Gwendolyn shared that she tested out the incident mapping with Valcour and she is unable to use the site. The map does not provide enough information for her screen reader to navigate it. Gwendolyn also had someone from ADA at her home to look at the site and they also had the same issue. Jenny shared that at the bottom of the page of incident mapping, there is a blurb about the website working on accessibility, but it has not been updated yet. Alyssa informed the PCAB that she would follow up with IT.*

*Gwendolyn asked for more Front Porch Forum posted but Alyssa shared that in her role she is only allowed to post twice a month. Christina offered to request more posts for PCAB to the Town if needed.*

#### **3. AGENDA APPROVAL**

*The agenda was approved.*

#### **4. PUBLIC TO BE HEARD**

*There were no comments from the public.*

#### **5. CONSENT ITEMS**

*a. The Board approved the Minutes for the June meeting.*

#### **6. BUSINESS ITEMS**

*a. Alyssa gave updates from EPD about two candidates going to the Academy in August. Alyssa also shared the PD's involvement with the July 4<sup>th</sup> event at the Expo. Alyssa offered the PCAB to*

*have a table at National Night Out in August. Jenny shared that she would be happy to support a table while also participating in the event.*

*b. The Board went over the PCAB survey again to discuss progress. Alyssa shared that she met with the multilingual staff from the high school who shared that most communities in Essex prefer to read in English. With that, the Board decided to move forward with the survey and not translate the survey at this time. Alyssa offered the suggestion to have the survey out for 30 days and then look at demographics of the survey. The Board will translate the survey at that point if needed. Alyssa will send out the QR code to the Board. Alyssa will wait to hear from Gwendolyn on whether the survey on Google Forms is ADA compliant. If the survey is compliant, the Board will start sharing the survey with the community.*

*There will be gift cards for 10 participants who will take the survey, and Jenny will reach out to those individuals to ask what local business they would like the gift card for.*

*Christina shared that The Essex Reporter is also willing to do an article to promote the survey.*

## **7. ADJOURN**

*A motion to adjourn was made by Christina. The motion was seconded and approved by the Board. The meeting adjourned at 7:25pm.*

Respectfully submitted,

Alyssa March  
Community Affairs Liaison