

SAFETY COMMITTEE MEETING MINUTES

October 6, 2009

10:00 AM – TOWN HALL AUDITORIUM

Member Present: Amy Lynn, Carol McDonald, Debbie Lyon, Fred Baker, Jim Rogers, Jack Hennessey, Kathy Holland, Capt. Leon Krolikowski, Liz Buckner, Mose Saccary, Steve Benko, Roger Carmin, Bill Sweet.

Members Absent:, Cheryl Jones, Hans Otto, John Howe, Lauren Cerretani, Officer Michael O’Sullivan, Nancy Pennington, William Oestmann, Frank Stone, Dave Annunziato.

Carol McDonald called the meeting to order at 10:00 am and roll call was completed.

Minutes Approval

Minutes from October 6, 2009 meeting were reviewed and motion for approval made by amy Lynn, seconded by Jack Hennessey. All approved unanimously.

Accident/Injury Reports

Amy Lynn presented the accident/injury reports since May 27, 2009 and preventive measures were discussed.

1. Follow-up on gurney- lifting training. This training still needs to be scheduled.
2. A Safety Box is needed at Irwin and NCVAC.

Town Safety Plan

All members are to review plan and come prepared for discussion about plan and recommendations for updates.

Flu Update: Seasonal and H1N1

Carol McDonald gave a brief update about seasonal and H1N1 flu and the plans for the community.

Health Fair

Carol McDonald discussed the possibility of a Spring Health Fair for employees that would include BP checks, Cholesterol Screening, Body Mass Index measurements, vision and hearing screening, etc. Cheryl Jones will assist with the planning.

Safety Suggestions

- CPR training needs to be scheduled for employees.
- Suggestion to replace factory lights in Public Works trucks with LED lights.
- Suggestion to recheck air quality in the lunchroom area in the highway garage as well as looking into having a fan installed to improve air movement.

Trainings

Carol McDonald announced some trainings that are available for those who would like to or need to attend.

- Accident Investigation Techniques for Supervisors
- Personal Protective Equipment for Employees
- Fleet Safety Management
- National Safety Council Defensive Driving Course
- Preventing Workplace Violence

New Business/Old Business

- Gas pumps and gas codes were discussed. NCVAC asked if they could get a code for the pumps so when the ambulances and other vehicles need gas they can just go and get it.
- AED's for Vine Cottage and Irwin have been received. Storage boxes need to be ordered to place on walls. Carol McDonald will follow-up on this as well as the training of employees by Town Nurse, Susan Klehm.

Meeting adjourned at 10:50 am.

Submitted by,

Carol McDonald, Acting Secretary