

Safety Committee Minutes

December 4, 2019

10:30 AM

Town Office

- I. Call meeting to order
 - a. Sean called the meeting to order at 10:33am
- II. Roll Call
 - a. Present: Sean, Rich, Jamie, & Luke
 - b. Absent: Chris G, Chris C, Jay, & Dave
- III. Approval of October Minutes
 - a. Jamie made a motion to approve, Sean seconded the motion. Motion passed 4-0
- IV. Update on any previously addressed concerns
 - a. Gas alarm system at wastewater treatment plant
 - i. Jamie said engineers are going to good for it
 - ii. Jamie said engineers believe they can get it cheaper
 - iii. Jamie said it was scheduled for this week but it has been pushed back and will be completed at no cost.
 - b. Fishing pier
 - i. Rich and Mike will look for approval from council
 - ii. Rich and Mike will work with engineers for extension (making it longer and T-shaped) of pier, materials (concrete vs wood) for pier, and addition of at least 2 more pilings.
 - c. Eye wash station at public safety building
 - i. Sean says they have the parts it just needs to be installed by the fire department.
 - d. Training
 - i. Sean says trainings will be in January and everyone will attend
 - ii. Jamie said we need to set up a protocol for new hires & seasonal employees to get training
- V. Any New Concerns
 - a. Rich mentioned the vandalism at the Town Dock restroom
 - i. Broken flush valve on the urinal
 - ii. Room was flooded
 - iii. The flush in the toilet tank were broken
 - b. Rich asked about work place injuries
 - i. Sean said we are supposed to discuss the injuries but we aren't sure what to do with HIPPA.
 - ii. The group decided that we would talk about the injury and course of action to prevent further injury, but we would not name the injured party
 - iii. Sean suggested we add a new line to the agenda every meeting called Work Place Injuries
 - iv. Sean said he provided Jamie with the new work place safety injury form for the wastewater treatment plant so they no longer use the older form.
 - c. Rich asked about water on Central Street outside of Ron Russell's property

- i. Jamie said it was ground water and it occurred because his driveway was recently paved where it was never paved before.
- ii. Jamie said it will be an issue all winter because it will freeze
- iii. Rich said the highway crew did a great job sanding and salting that location

VI. Schedule Next Meeting

- a. The next meeting is scheduled for January 29, 2020
- b. Rich will send out calendar appointments

VII. Adjournment

- a. Rich made a motion, Jamie seconded the motion, all approved (4-0).