

**Town of Stafford**  
**Safety Committee Meeting Minutes**  
**Thursday, March 6, 2014**

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Members Present: Bruce Davis, Thomas Finch, Roger Dalpian, David Huffman and Mary Mitta  
Also present: Christopher Wardrop

  
ATTEST TOWN CLERK

1. Bruce Davis called the meeting to order at 8:34 am. Roll call, all members present.
2. Motion was made by Roger Dalpian to approve the minutes from the December 5, 2013 meeting, seconded by Dave Huffman. Motion passes unanimously.
3. Motion was made by Roger Dalpian to approve and adopt the Mission Statement for this Committee, seconded by Thomas Finch. Motion passes unanimously. Chris Wardrop likes the word "voice" in the Mission Statement and made a suggestion to send the Statement to the Board of Selectman and to the Superintendent of Schools.
4. Discussion about this seasons snow and ice removal.

Bruce Davis asked Dave Huffman if he has seen anything at any of the buildings that needs taking care of. Dave said that he noticed ice on the North side of the parking lot at Family Services so has it sanded daily. Bruce said that when the weather gets better maybe the parking lot could be back bladed to alleviate the problem. Dave also said that there is a buildup of icicles hanging from the Police Department Building. He removes them whenever he sees them. Bruce said we will look into purchasing a roof rake. Bruce discussed the problem with the snow and ice that builds up in the back parking lot of the Community Center. There is a spring that runs through there. Bruce will speak to Rick Zulick to find ways to repair/divert the water. Tom brought up the need to clear the Town Hall parking lot of snow after storms. He suggested Fridays when the Town Hall is closed and the parking lot would be empty. Roger said he will speak to Rick Zulick to get this started.

5. Discussion of the top 10 safety violations.

Bruce Davis read the top 10 safety violations that we obtained from OSHA. Bruce would like to set up a training program for all employees who drive equipment for the Town to review safety procedures. Roger said that he thinks CL&P may set up classes for this. Chris Wardrop will look into any in-house programs that USI may offer. Bruce wants to make this training a priority and would like it implemented within the month. Chris will send us a Workers Comp. loss run to understand the types of claims that the Town sees. Mary will make copies of the new MSDS standards and give to Dave to put in the binders with the original MSDS.

Tom Finch made a motion to adjourn the meeting, seconded by Dave Huffman. Motion passes unanimously.

Meeting adjourned at 9:20 am.

Submitted by: Mary Mitta, Recording Secretary

3/6/2014

