

Workplace Safety Committee

Winslow, Maine

Minutes for May 10, 2023

Meeting Opened at 2:24p.m.

Present: *Interim Deputy Police Chief Randy Wing, Fire Lieutenant Mike Murphy, Fire Captain Waylon Capp, Library Director Lisa Auriemma, Public Works Director Paul Fongemie, Code Officer Jim Flanders, and Secretary Tanya Groce*

Absent: *Assessor Judy Mathiau and Chair Amanda McCaslin.*

Secretary's Report: Lisa moved to accept the minutes of the February 15, 2023 meeting as written, Paul seconded, all in favor.

Accident Reviews:

Fire Dept: On 3/24, one of the FD Staff was responding to an electrical fire at 422 Wyman Rd. The outside of the property was not labeled, and the owner was outside waving to responding vehicles. While trying to position the ladder truck the rear bumper contacted a telephone pole that had been in the vehicle blind spot. The rear bumper was pulled away from the body of the truck as he pulled the ladder forward. The truck was immediately moved to the side of the road to not impede other fire operations. FD reached out to Comm Center for a police Officer to perform an accident investigation on scene. The Deputy Fire Chief was also made aware of the situation.

Corrective measures: Possibly having a spotter.

Public Works On 3/15, one of the Truck Drivers was plowing snow on Elizabeth St. Visibility was very bad due to heavy snow and apparently was too far to the right and creased the trunk area with his wing. Was not noticed by the driver and only reported the next day by the owner.

Corrective measures: Keep distance. Be aware of surroundings and go slower.

Fire Dept On 3/9, a Firefighter was at a structure fire in Smithfield. While on scene, the Firefighter was tasked with pulling wood slat siding off the building to expose the fire. While performing this task he slipped and fell on ice that formed on the ground. FF was in full PPE gear and landed on his right side. He was evaluated by leadership and declined medical aid.

Corrective measures: None

Public Works On 2/27, a Truck Driver, had finished washing the PW truck and attempted to enter garage without first lowering the dump body which caused it to strike the building above the door opening and bent the hydraulic cylinder on the truck.

Corrective measures: Pay more attention to lights/censor in dash of truck.

Public Works On 2/17, a Truck Driver was sanding intersection at Benton Ave and Clinton Ave, was backing up to make a second pass closer to guardrail and pedestrian tried to cross behind the plow truck. And, either struck the truck or was struck by the truck. Pedestrian could not recall exactly what happened. The driver was only aware when he saw the victim lying on the ground. PD & Rescue were summoned. The victim was transported for treatment.

Corrective measures: None. Mirrors were used and a backup camera was on.

Old Business

None

New Business:

Tanya asked the group if they had reviewed Sections 1,4 & 5 of the Safety Manual and if they approved those sections. There were a few new people in the room. So, I advised everyone to take another look at them and have a yes or no answer for the next meeting. I have also included those sections as an attachment in the email to all with these said minutes for all to review before the next meeting. Tanya did also reach out to I.T and the Town Office, Parks & Rec, Fire Dept and Police Dept all have access to the Town's S drive and should be about to access the Safety Manual under Safety Documents.

Tanya asked each department if they had sent their SHAPE Corrections back to Amanda yet. Lisa mentioned that Library was done and sent. Randy mentioned that he thought Brad had completed and sent all of PD. Waylon mentioned that he has completed some and will meet up with Sherie to finish and get them over to Amanda. Paul mentioned that he would collaborate with Sherie also to get them to Amanda. Waylon did purpose a question as to who handles/ fixes grates. Paul advised Waylon to reach out to Browns Welding out of Norridgewock.

Tanya discussed the PD Invoice for the emergency lights for \$75.00 that was voted on through chain email with all members. Tanya had put the motion out on email and was

seconded by Judy and all members favored unanimously for approving to pay for the invoice out of Safety Committee budget. Which was paid for on 3/22/2023.

Tanya gave an update on both Wellness Works workshops that have been held so far. She also encouraged others to attend. May's workshop has been rescheduled to June. Amanda will give us updates when it becomes available. See attached notes in email of previous workshops.

Tanya passed out all SafetyWorks workshops for calendar year 2023 and encouraged all members and/or their staff to attend a class or two (or more). Their classes are FREE. And are for all. Attached is also the list of classes. The list can also be found at: [SafetyWorks: \(maine.gov\)](https://www.maine.gov/safetyworks) .

Tanya also tried to discuss if the group was still ok meeting after Department Head Meetings. It was discussed that sometimes the meeting before the Safety Committee usually runs over and then some people are eager to leave as quickly as possible once the Safety Meeting begins because they had been there for almost 2 hours prior. No one threw out any ideas and seemed to be ok with having them still after the Department Head Meeting. This means our meetings may start anywhere between 2pm-3pm. I advised all staff to then please leave their afternoons open to our meetings. Lisa did mention that the 3rd Wednesday of every month is not good for her because she has Trustee meetings which begin at 3pm and may have to leave depending on what time we start and how long our meetings go. We can discuss this more in depth if need be or becomes an inconvenience to people.

On April 24th, we were awarded \$2,488.27 for the Safety grant. In which we purchased 4 floor covers in the amount of \$73.27 and 7 chairs for the Police Department in the amount of \$2,415.00.

On April 4th, we were awarded \$225.00 from MMA toward our Wellness Works program. \$25.00 went towards a gift card for a lucky person who participated in March's Workshops. And, \$200 will go towards a gift basket at the end of the year for someone to win.

As of May 11th, the available balance in the Safety Committee account is \$5,425.55. Year to date, we have spent \$137.50 on the PD Elevator Lift Inspection, \$562.00 on Labor Law posters for all departments, \$599.95 for AED pads and batteries, and \$75.00 on emergency lighting in PD. There is also \$200.00 in the account to spend on the end of year gift basket. All other spending has been with grants (which makes it a wash in the account).

Paul moved to adjourn the meeting at 2:48 pm; Jim seconded, all in favor.

Next Meeting will take place on June 14, 2023.

Respectfully Submitted, Tanya Groce- Secretary

