

# Safety Committee

## Minutes

May 23, 2019

### 1. Call Meeting to Order

Donna Cisewski called the meeting to order at 10:21 a.m. in the Wheelwright Room, Town Office building. Seconded by Dave Halligan. Other members present were, Sheri Riffle, Greg Bisson, Tim Tregea, Lydia (Library rep.) and Niko Papakonstantis, SB Rep. Members absent: Nicole Armaganian, Jason Rucker and Brian Comeau.

### 2. Minutes

- February 27, 2019 minutes were reviewed. Greg motioned to approve minutes with the addition of adding Nicole's last name. Dave seconded. All in favor.
- September 5, 2018 minutes were reviewed. Greg motioned to table the minutes since the members that were present for that meeting were not present now. Niko seconded. All in favor.

### 3. Worker's Compensation Review

- a. Discussed manhole frame accident.
  - i. Incident occurred during inventory at transfer station using a crane.
- b. A discussion was held regarding employees going to emergency room. Unless the injury is catastrophic employees should be going to Convenient MD or Access Sports for care.

### 4. Property/Liability Claim Review

- a. Quick discussion on the claims.
  - i. Roll over
  - ii. Coach bus

### 5. Other Business

- a. Committee will finalize the Safety Manual when there is a full committee present.
- b. Donna asked the room to begin thinking of safety cost items for 2020 Budget.
  - i. Trucks AEDs.
  - ii. ALICE Training's ways to secure department doors with door jams.
    1. Mike Munck and Jeff Beck should assess which doors need to have jams for quantity and pricing for the budget.
- c. Greg spoke of CPR/First Aid certification for all seasonal staff on June 17 and Nicole will provide Risk Management Training on June 10.

### 6. Adjournment

A Motion was made by Greg and seconded by Dave to adjourn the meeting at 10:52 a.m. Motion carried – all in favor.

Respectively submitted,  
Sheri Riffle