

**TOWN of BEACON FALLS SAFETY COMMITTEE
MEETING MINUTES
April 12, 2017
(Draft Copy – Subject to Revision)**

1. CALL TO ORDER

Chairman Rob Pruzinsky called the meeting of the Town of Beacon Falls Safety Committee to order at 10:01 A.M. in the Town Hall Assembly Room.

2. ROLL CALL: MEMBERS PRESENT: MEMBERS ABSENT

PRESENT: Chairman R. Pruzinsky; First Selectman C. Bielik; L. Greene (Town Clerk); P. Colon (Custodian); W. Opuszynski (Treatment Plant); E. Rodriguez (Police Dept); E. Dionne (Senior Center); R. Egan (Park & Rec); A. Enquist (Library)

ALSO PRESENT: Bill Guerrero, USI

ABSENT: J. Baldwin (Building Inspector); P. Betkoski, M. Krenesky (Selectmen); S. Mis (Town Nurse); J. Gracy (Public Works);

3. REVIEW AND APPROVAL OF ANY MINUTES

Motion to accept minutes from the February 8, 2017 meeting: Bielik/Greene; no discussion; all aye. R. Egan, A. Enquist, E. Dionne abstained as they did not attend the February 8, 2017 meeting.

4. COMMENTS FROM THE PUBLIC

B. Guerrero of USI commented that he is an insurance broker and handles workman's comp claims. He explained that CIRMA is a resource to use for training, compliance questions and any OSHA issues.

5. CORRESPONDENCE - none

6. OLD BUSINESS

Alarm buttons: L. Greene noted that the system is maxed out.

Rug in Assessor's office: continues to be a trip hazard, P. Colon noted that the rug will be replaced after that office is remodeled; C. Bielik said that work should be complete by the end of this summer.

Town hall boiler: P. Colon reported the work was done to replace the boiler and circulator pumps. L. Greene commented that Mann company did a nice job and cleaned up after their work.

Town Hall parking lot drainage: P. Colon noted the gutter run off created ice in the parking lot has not been corrected, also melting snow piled against the building contributed to the ice. C. Bielik asked if the gutter problem could be remedied in-house or does the work need to be contracted out.

ACTION: R. Pruzinsky will look into having Public Works fix the gutter.

Wastewater treatment plant lighting: W. Opuszynski noted LED lighting with motion detectors was installed. He reported the 2001 Tahoe is not safe to drive and questioned if it was worth repairing.

Crown Vic former police cars: E. Dionne commented that this vehicle was not working out as an alternative to using the senior mini bus to transport seniors as it sits too low and is too difficult for the passengers to get in and out of it.

ACTION: E. Rodriguez will check government auction sites for a minivan as an alternative to using the senior mini bus when taking only one or two passengers and will coordinate with E. Dionne.

Senior bus: E. Dionne commented that she gives the bus a pre-trip inspection every time she drives it. She added that when Region 16 is closed for a snow day, the senior bus does not operate. She requested that Public Works clear snow off the bus and the walkways at the senior center as soon as possible after a snow event.

Wastewater Treatment Plant Roof: W. Opuszynski is looking into a replacement.

Risk Assessment Team: E. Rodriguez will look at recommendations and prioritize them to work into the budget and for a plan to be vetted through the Board of Selectmen and Board of Finance.

Police Station: P. Colon noted there are drafts coming through the wall outlets because the wall was not insulated properly. R. Pruzinsky suggested having Eversource conduct an energy audit. Discussion occurred about pumping insulation into the wall rather than removing and replacing the drywall.

Training:

Blood borne Pathogen training was conducted by Town Nurse Sue Mis on February 22, 2017.

ACTION: S. Mis will coordinate a Blood borne Pathogen make-up session for those who missed the first session.

Active Shooter training was presented on March 8, 2017 by E. Rodriguez.

ACTION: E. Rodriguez will contact those who missed the Active Shooter training and set up a make-up session.

ACTION: S. Mis will check for any updated OSHA 300 forms.

E. Rodriguez commented that each department needs to be consistent in how workman's comp forms are filled out. L. Greene noted a copy needs to be filed in the Town Clerk's office and then forwarded to the Town Nurse.

7. NEW BUSINESS

A. Any Incidents

E. Rodriguez reported on the fatal car accident on Rimmon Street in Seymour Tuesday night April 11, 2017. Six passengers ages 14-20 were in the car, one killed, 5 in the hospital.

C. Bielik gave kudos to Beacon Hose for responding to a detached garage fire on Blackberry Hill Rd Sunday morning April 9, 2017 and noted their response time was 8 minutes. The fire was contained, garage and contents a total loss, but the fire did not reach the house. E. Rodriguez said this fire was still under investigation.

L. Greene reported that he slipped and fell on the ice in the town hall parking lot on March 20, 2017 and completed an incident report.

B. Forms:

ACTION: S. Mis tasked to provide any updated safety forms.

Membership: C. Bielik noted that J. Baldwin, M. Krenesky, R. Egan, A. Enquist and E. Dionne are newly appointed members. He added that Brian DeGeorge will be appointed as the Beacon Hose Co. 1 representative to the Safety Committee.

Wastewater Treatment Plant Drainage Problems: W. Opuszynski reported on drainage problems at the plant: an 18" pipe and a 16" outflow pipe both go out exceeding the capacity of the 18" drainage pipe. The drain pipe needs to be repaired. C. Bielik asked if the town engineer has looked at it for a cost to fix it. B. Guerrero pointed out that it is a liability and would not be covered by insurance.

Library: A. Enquist requested the air filters in the ceiling be changed more frequently. P. Colon reported that filters are replaced twice a year through a service contract.

ACTION: P. Colon will change the air filters in the library ceiling on a quarterly basis.

A. Enquist raised a concern from library staff about birds flying into the town hall front door and suggested getting a UV pen to draw on the glass to keep the birds from crashing into it. The pen ink would be invisible to humans.

ACTION: P. Colon will look into getting a UV pen to prevent birds from flying into the glass doors.

Floor Tiles outside Library: A. Enquist reported some floor tiles were coming up.

ACTION: P. Colon will replace the damaged floor tiles.

Book Drops: A. Enquist said there was ice around the book drops over the winter making it difficult to access them. There have also been complaints from patrons about the location of the book drops and that it's dangerous to walk to them or park near them to return materials.

Signage: L. Greene suggested getting signs to identify the fire escape and posting caution pedestrians in the town hall parking lot. He also suggested posting directory signs on the outside of the town hall building by the entry doors listing where each department is located.

ACTION: P. Colon will research town hall signage.

CIRMA Training available: R. Pruzinsky said CIRMA offers a defensive driving course for municipal employees; C. Bielik commented that any training should add value and not be a waste of an employee's time .

Senior Center Roof: R. Pruzinsky reported the contract for the new roof on the Senior Center has been selected, but no start date yet.

Kudos: E. Dionne gave kudos to the townspeople who used to ride her school bus and are now grown and leading the town and expressed her appreciation to everyone for responding to her phone calls.

Drug and Alcohol Testing: W. Opuszynski said the list needs to be updated for the CDL drivers.

ACTION: R. Pruzinsky will update the list of CDL drivers for Drug and Alcohol testing.

Identifying Heat Stroke Training: At the February 8, 2017 meeting, J. Gracy mentioned that training for identifying signs of heat stroke should be held. C. Bielik agreed and commented that it should be presented before the summer season by Jeremy Rodorigo or Sue Mis.

ACTION: E. Rodriguez will coordinate with Sue Mis on training for identifying signs of heat stroke.

Confined Space Training: W. Opuszynski said confined space training and equipment was needed. The old equipment was disposed of. E. Rodriguez added that there is no protocol in place. R. Pruzinsky noted that the town will need to get 9 sets of confined space equipment for the Public Works department.

Mini Bus Mirror: B. Dionne reported the mirror on the passenger side of the mini bus broke. R. Pruzinsky said he will ask J. Mays to look at it.

8. COMMENTS FROM THE PUBLIC - none

9. ADJOURNMENT

Motion to adjourn the meeting at 10:54 A.M.: **Greene/Bielik;** *no discussion*; all aye.

Respectfully submitted by

Martha Melville
Clerk