

TOWN of BEACON FALLS SAFETY COMMITTEE
MEETING MINUTES
July 11, 2018
(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 10:02 A.M. with the pledge to the flag.

2. ROLL CALL: MEMBERS PRESENT: MEMBERS ABSENT:

PRESENT: Chairman R. Pruzinsky; L. Greene (Town Clerk); J. Gracy (Public Works); E. Dionne (Senior Center) T. Carey (Treatment Plant) R. Egan (Park & Rec.) Amy Enquist (Library); Anthony Aceto (McInnis Inc. HR)

ABSENT: J. Baldwin (Building Inspector); P. Betkoski, M. Krenesky (Selectmen); E. Rodriguez (Police Dept); P. Colon (Custodian); C. Bielik (First Selectman) S. Mis (Town Nurse)

3. REVIEW AND APPROVAL OF ANY MINUTES:

Motion to accept minutes from the April 11, 2018 meeting: Enquist/Greene; all aye.

4. COMMENTS FROM THE PUBLIC:

Bernie Dionne- Outside railing has been pushed over at the Senior Center and needs to be fixed, safety hazard may cause someone to fall. Also, kick plate going into entrance door has risen up, may cause someone to trip. (This was mentioned at the last meeting.)

A. Enquist- Stair molding coming off in 2 places on steps going up to Library. Dangerous, someone may catch their heel on it and fall.

ACTION: Peter Colon to repair.

5. CORRESPONDENCE - none

6. OLD BUSINESS

WPCF has replaced their cabinets with Fireproof cabinets, and they along with DPW have installed emergency lighting.

7. NEW BUSINESS

A. Bernie Dionne requested a new handicapped toilet for the Senior Center. The ones that are there are too low for the members to use.

B. Any incidents - Reporting protocol through McInnis

Anthony Aceto handed out 30C Forms- which are a claim for compensation. He explained any incidents that may happen need to have the form filled out, a copy goes to HR and to the Town Clerk. He also questioned who keeps the records of training courses that employees have taken? He believes they should be kept in one area for easy accessibility. He suggested sending them to HR, and supervisors can keep a copy.

C. Training for any Department

No training was scheduled due to the tornado on May 15, 2018.

D. CIRMA Building Department Survey

Who is updating Town Hall SDS Book? All other departments have finished updating theirs.

ACTION: Peter Colon will be asked to update.

Also, S. Dowdell would like to schedule a walk through the Library with CIRMA. The Town Hall and Senior Center are also in need of one.

8. COMMENTS FROM THE PUBLIC

Bob Egan reported on what happened with the Fireworks/Family Day that was cancelled on July 7.

He also asked about security at the Parks and Toby's Pond. He reported there was camping going on at Toby's Pond. He would like to see cameras mounted, if possible.

T. Carey asked A. Aceto about updating job descriptions throughout all Town departments.

ACTION: A. Aceto will do an inventory on the job descriptions, then set up a meeting to discuss.

9. ADJOURNMENT

Motion to adjourn meeting at 10:29AM: **Egan/Greene** no discussion; all aye.

The next Safety Committee Meeting is scheduled for Wednesday, October 10, 2018, at 10:00AM in the Town Hall Assembly Room.

Respectfully submitted by

Cindy Bernardini
Clerk