

Minutes

Meeting of the Safety Committee September 7, 2016

Subject to Approval

Present: Deb Milardo, Paula Carabetta, Chris Secondino, Joe Race, Sam DeBurra, Barbara Sabiston, Michael Vece, LouAnne Castrilli, Ellie Gillespie, Ian Havens, CIRMA.

Call to Order: 10:00 a.m.

Public Comments: No one from the Public was present

Approval of Minutes: None

New Business:

1. Review of CIRMA Hazard Assessment for Town Campus, DPW Garage and Surf Club/Building & Grounds

Ian Havens presented the results of the CIRMA Hazard Assessment which was conducted on August 15, 2018. The Town invites CIRMA to undertake these walkthroughs in order to remedy deficiencies seen throughout Town facilities and to help institute Best Practices for Risk Management.

Overall the Assessment presented an improvement from prior walkthroughs. Some consistent housekeeping deficiencies were noted:

- a. Secondary containers must be appropriately marked by new GHS standards/labeling
- b. Fire extinguisher inspections must be done monthly
- c. Pig tailing of electrical power strips and use of extension cords found in various locations at Town Campus
- d. Flammable products not stored in flammable storage units.

Facilities, DPW, Building & Grounds and Department Heads are to be given a copy of the report with a request to address areas of concern and advise when deficiencies are corrected.

Other Discussion

1. Discussion about upcoming required annual training. Paula will be facilitating with each department and scheduling training sessions. In addition to annual training, Sam will be scheduling fire extinguisher training, fire drills at all locations and emergency lockdown at Town Campus.

There being no further discussion a motion to adjourn was made by Sam DeBurra, seconded by Paula Carabetta. Meeting was adjourned at 10:45 a.m.